

4) Consideration of the Minutes of the Regular Meeting of May 18, 2022: Matthew Grove motioned to accept the minutes of May 18, 2022 as written. Seconded by Mark Barney. Vote: Unanimous approval. Motion passed.

3) Meeting Notice/ Agenda Approval: Mark Barney motioned to accept the agenda as posted. Seconded by Matthew Grove. Vote: Unanimous approval. Motion passed.

The Chairman noted that Matthew Grove has been reappointed by the Berkeley County Council.
Staff present: Lynne Lashley, Programs Administrator

Visitors: None
Board members absent: None
Board members in attendance: Clint Hogbin, John Christensen, Matthew Grove (Zoom), Michele Guia Atha (Arrived at 6:20pm by Zoom) and Mark Barney (Zoom).

2) Roll Call:
1) Call To Order: The June 15, 2022 regular monthly meeting of the Berkeley County Solid Waste Authority (BCSWA) was called to order at 6:00 pm by Chairman, Clint Hogbin at the 19 Recovery Way Office, Martinsburg, WV.

**Minutes of Regular Monthly Public Meeting
Wednesday, June 15, 2022**

BERKELEY COUNTY SOLID WASTE AUTHORITY
19 RECOVERY WAY
MARTINSBURG, WEST VIRGINIA 25405
304-267-9370
office@berkeleycountyrecycling.com
www.berkeleycountyrecycling.com



5) Reports:

A) Litter Control Program Report and Any Action Thereon:

The Chairman stated that there were two stream cleanup activities for May 2022. The stream cleanup team completed 2.5 miles of stream collecting 11 bags, 5 tires and 5 bulky items. The Chairman stated that no report has been received for the roadside litter program for May. However, in April, the roadside program collected 243 bags and 112 bulky items from 17 miles of roads.

Lynne Lashley reported that the May report for the litter enforcement program showed 3 total enforcement complaints with one site being cleaned within 30 days.

B) Recycling Program and Resource Recovery Report And Any Action Thereon:

The Chairman stated the circumstances involving the Entsorga facility has not changed substantially in the past month. The WVD/EP has notified Entsorga they have until October 4, 2022 to return the facility to an operational state or submit a closure plan. He stated this is a very active topic and information may change frequently.

The Chairman stated that he has contacted the WVD/EP in regard to some type of nomination for Cam Tabb. He is hoping the agency will recognize his work in composting.

The Chairman stated that the plastic 1-7 continues to be marketed to the AWW MRF in Hagerstown. However, the program is now aligned with the AWW MRF. New signage has been put into place and video has been posted to the Facebook site.

The Chairman stated that he and John Christensen attended a meeting hosted by the EP/CD regarding their long range plan. There was substantial discussion about the need to fund conservation efforts across the Eastern Panhandle.

Matthew Grove updated the Board on the SBRC project with Penrose. He stated other than the discussions of the need to address an abandoned section of Pilgrim Street, there is little activity to report to the Board.

C) Treasurer's Report: Consideration of All Budget Reports for the month of April, 2022 And Any Action Thereon:

The Treasurer presented and explained the March P-Card transactions.

The Treasurer presented and explained the "Summary of Accounts" for April.

The Treasurer presented, explained and answered questions regarding the various April Reconciliation Detail and Deposit Detail Reports.

The Treasurer presented, explained and answered questions regarding the various April Budget Reports.

John Christensen motioned to accept the April, 2022 Treasurer Reports as presented. Seconded by Michele Guida Atha. Vote: Unanimous approval. Motion passed.

D) Treasurer's Report: Consideration of May Bills To Be Paid and Any Action Thereon:

The Chairman presented the June unpaid bills for the following accounts:

CED GRANT UNPAID BILLS

AVW	\$1,200.00	Electronics Transportation
Total	\$1,200.00	

WV-SWMB GRANT UNPAID BILLS

CWP	\$235.90	Paper Transportation
Total	\$235.90	

LITTER CONTROL GRANT UNPAID BILLS

The Journal	\$199.00	Educational/Promo
Total	\$199.00	

GENERAL ACCOUNT UNPAID BILLS

BCPSSD	\$22.90	Office Water
Fifth Third Bank	\$469.90	Office Supplies
Lynne Lashley	\$82.22	Mileage Reimbursement
Potomac Edison	\$144.21	Office Electric
US Cellular	\$177.03	Phones and Internet
Total	\$896.26	

RECYCLING ACCOUNT UNPAID BILLS

Abshire Enterprises	\$191.25	H'ville Transportation
AVW	\$220.00	SS Transportation
BCPSSD	\$22.90	Water/Single Stream
BCSWA	\$16,000.00	Transfer to Payroll
BNSF Logistics	\$2,830.00	Electronics Transportation
Bousum Transfer	\$300.00	Trailer Transportation
CWP	\$240.00	Paper Transportation
EDT	\$124.55	Trailer Inspection & Repair
Fifth Third Bank	\$2,082.06	Recycling Supplies
Zach Frye	\$20.30	Supply Reimbursement
Gladhill Tractor	\$1,825.14	SBRC

The Chairman presented a proposed FY23 Recycling Assistance Grant application. He outlined that the grant was for \$162,400 but the maximum amount that could be awarded was \$150,000. The focus of the grant was to fund the day to day costs of the recycling program that would have been funded by the Entsorga revenue. The highest priority of the application was brushing grinding, equipment replacement and various methods to reduce day to day costs.

A) Consideration of the FY23 Recycling Assistance Grant Application and Any Action Thereon:

6) Business Items:

The Chairman asked the Board to consider making the community wide litter pickup event and the bulky good collection a part of the BCSWA programs in the future. Otherwise, he intended to remove this item from future agendas.

The Chairman reported that the activities for the 19 volunteers for the community wide litter pickup was completed as well. There were cleanups completed by AFJROTC, Boy Scouts, Martinsburg South Middle School and other individuals, civic group and organizations.

May 18 GVRC bulky good day: 75 participants bringing an estimated 150 items.
 May 19: SBRC Bulky Good Day: 45 participants bringing an estimated 90 items
 May 21: GVRC Sensitive Paper Shred Day: 100 participants bringing an estimated 6325 pounds.

The Chairman stated that the commemoration cleanup activities are complete. There was a total of 568 vehicles that participated in the events. The tire event had 348 participants collecting an estimated 4, 746 tires. The Chairman reported these totals for the special events:

E) 250th Commemoration Cleanup/Beautification Project Team Report and Any Action Thereon:

John Christensen motioned to authorize the Treasurer to make payment of the June unpaid bills as presented, except for the invoice from the Association of WV Solid Waste Authorities. Seconded by: Matthew Grove. Vote: Unanimous approval. Motion passed.

	TOTAL	\$31,042.38
Greenway Lab	\$525.00	GVRC Testing
Potomac Edison	\$14.42	GVRC
Potomac Edison	\$41.65	SBRC
Pine Knoll	\$1,219.80	Glass Transportation
Roach Energy	\$930.26	Diesel Fuel
Lyle Tabb & Sons	\$3,484.00	Grinding/GVRC Final Invoice
Vallcor	\$334.93	Motor Oil & Antifreeze

Matthew Grove asked that the application be amended to include signage for the new SBRC. John Christensen asked that the application be amended to include the costs of bags for the plastic 1-7 program. Lynne Lashley asked if the application could be amended to purchase office computers since so many are old and cannot be used.

Matthew Grove motioned to authorize the Chairman, Secretary and Program Manager to sign and submit the FY23 Recycling Assistance Grant as amended. Seconded by: John Christensen. Vote: Unanimous approval. Motion passed.

B) Consideration of the FY23 General, Recycling, Litter Control Budget Adoption Any Action Thereon:

In the interest of time, the Chairman stated that the budget discussion will be moved to the July meeting.

C) Consideration of the FY23 WVCORP Insurance Proposal and Any Action Thereon:

The Chairman presented a proposed FY23 insurance renewal document. He stated that the costs for liability is \$7,896.00, while the costs for workers compensation was \$4,211.00. He added that the equipment list has been updated to reflect new equipment.

Mark Barney motioned to authorize the Chairman to sign and submit the FY23 WVCORP renewal. Seconded by: John Christensen. Vote: Unanimous approval. Motion passed.

The Chairman also stated that a claim was filed in an accident at the SBRC where the recycling attendant hit a truck with the skidloader and dented the bumper. The driver of the truck was also claiming neck injury.

D) Consideration of the Adoption of the Updated Berkeley County Comprehensive Litter and Solid Waste Control Plan and Any Action Thereon:

The Chairman reminded the Board that the final hearing for the updated Comprehensive Litter and Solid Waste Control Plan was held on April 20, 2022. There was no comments submitted at the hearing or within the ten day period following the hearing.

The Chairman stated that on May 12, 2022, the WV-SWMB submitted their comments. They noted that the Plan was technically complete but submitted 11 comments that were grammatical in nature. The Chairman recommended the Board adopt the Plan with the WV-SWMB suggestions and other similar amendments.

Mark Barney motioned to authorize the Chairman to make amendments to the Plan and submit to the WV-SWMB for consideration. Seconded by: Michele Gula Atha. Vote: Unanimous approval. Motion passed.

E) Nomination of Officers and Any Action Thereon:

The Chairman stated that the Board's bylaws call for election of officers each year. Therefore, he placed nomination of officers on the June agenda with the intention of have the election in July. He reminded Board members that the positions available are Chairman, Vice Chairman, Secretary and Treasurer. The bylaws allow for the positions of Secretary and Treasurer be held by non-Board members.

Michele Gula Atha motioned to nominate Clint Hogbin for Chair, Mark Barney for Vice Chair, John Christensen for Secretary and Lynne Lashley for Treasurer. Seconded by: John Christensen. Vote: Unanimous approval. Motion passed.

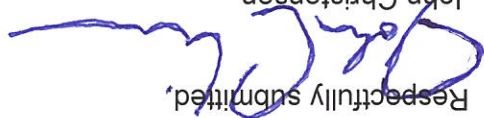
8) Other Business Items: None

9) Public Comment: None

10) Adjournment:

John Christensen motioned for adjournment at 7:38 pm. Seconded by Mark Marney. Vote: Unanimous approval. Motion passed.

Respectfully submitted,


John Christensen
Secretary