

**Randolph County Solid Waste Authority  
P.O. Box 17, Dailey, WV 26259**

**Board of Directors Minutes  
January 8, 2019**

**Present** – Clark Martin, Chris See, Jack Tribble

**Absent** – Spinner O’Flaherty, Tim Hornick

**Staff** – Angie Lipscomb

**Visitors** - Joe Gumm

**1. Call to Order**

The regularly scheduled monthly meeting of the RCSWA was called to order by Chairman Martin at 5:05 pm on January 8, 2019 in the Commissioner’s conference room located in the Judicial Annex of the Courthouse building, Elkins, WV. Recording Secretary Angie Lipscomb called the roll and recorded the minutes.

**2. Minutes**

Minutes from the December 11, 2018 regular meeting were reviewed. None were opposed to the minutes as presented.

**3. Unfinished Business**

**a. Possibility of advertising with better known Elkins websites**

Chairman Martin did not get to this due to the holidays. This will be revisited at the next meeting.

**b. Updating RCSWA Facebook page**

Chairman Martin and Secretary Lipscomb did not address this issue since the last meeting due to the holidays. Ms. Lipscomb has directions on how Mr. Martin may add her as an administrator to the RCSWA Facebook page in order to access the site for updates and maintenance. The two will get together on this as time allows to make the page current.

**c. Possibility of hiring a videographer**

The board agrees to revisit this matter after the RCSWA website and Facebook pages have been updated, as RCSWA has no site in current order to which to load video content.

**d. Update and maintenance of RCSWA website**

Ms. Lipscomb met with Lori Chenoweth of LMC & Associates on January 4, 2019 regarding the possibility of updating the RCSWA webpage. This would include a “Train the Trainer” session for the RCSWA Secretary and any board members wishing to learn how to update the site. Ms. Lipscomb gave some details of what capabilities this training would allow the group. She discussed specific services LMC would provide and presented cost analysis for the project. A printed estimate for services from LMC & Associates was passed around to members for viewing. Updates to the website were a proposed \$1,300, and training a proposed \$375, totaling \$1,675.

It was agreed that training the RCSWA Recording Secretary would save the agency money over hiring an outside marketing agency for monthly updates. No present members were interested

in attending the training. Members discussed with Ms. Lipscomb the cost of maintaining the website. An hourly rate of \$15 for these services was agreed upon by the parties, with any large periods of time being reported by Ms. Lipscomb in advance to the group. This hourly amount for website maintenance would be in addition to Ms. Lipscomb's flat rate of \$100 per month for meeting attendance, minutes and general clerical duties.

Mr. Tribble made a motion to approve funding in the amount of \$1,675 for LMC & Associates to update the RCSWA website and train Recording Secretary, Angie Lipscomb, to maintain same. Chairman Martin seconded the motion. Remaining member, Chris See, voted for the motion. The motion carried and was approved.

Ms. Lipscomb interjected to members that she posted today's regular meeting on the Secretary of State's website this month as required.

Mr. Tribble made a motion to compensate Recording Secretary, Angie Lipscomb, at the rate of \$15 per hour, payable monthly, to update the RCSWA website. Chairman Martin seconded the motion. Remaining member, Chris See, voted for the motion. The motion carried and was approved. Mr. Tribble noted that the passing of these two motions takes care of a number of things, such as our communication with the public and updating social media.

#### **e. Clarification of signage at 11th Street Recycling Center**

Mr. Tribble reported on the meeting between Mr. O'Flaherty, Ms. Lipscomb and himself at Mr. Gumm's Recycling Center on December 18, 2018. Mr. Tribble passed around a sign plan he had created for 11th Street. He had already gone over this with Joe Gumm, getting his approval prior to sharing it with members. The plan outlined specifically what signs would say, where they would be placed, how many are needed, fonts, and sizes. The signs would contain detailed information specifically geared to educate the public and assist in decreasing the amount of trash and prohibited items that are left at Mr. Gumm's center.

Joe Gumm arrived at 5:22 pm. Mr. Gumm was provided with an agenda, December's minutes, a copy of the sign plan, and seated at the conference table with the group.

Mr. Tribble continued explaining the plan. The group decided we should acquire bids for cost this month, remaining in Randolph County in order to support local business. Members made suggestions of several places to contact for estimates. Jack Tribble will be in charge of this. We will vote on this issue next month after price proposals are gathered.

#### **f. Mandatory Disposal Meeting**

Mr. Martin stated that RCSWA was waiting to organize this until we went before the County Commission. Mr. Martin asked when David Kesling, the new Commissioner, would be sworn in. Mr. See reported his start date was January 2, 2019. Mr. Martin suggested the end of January so David could have a chance to adjust before being approached. Mr. See stated the Commission meets the first and third Thursdays of each month, including January 17, 2019. We discussed annexation, precedent and enforcement issues, how to address same with other parties, and how to arrange the meeting we want. We agreed to try for mid to late January, possibly in the evening, and go with a gathering of RCSWA and the State SWA before addressing the other parties we have in mind for the larger meeting. Chairman Martin will

coordinate scheduling of this with the State SWA and let RCSWA members know a date and time.

**g. Grant (paperwork due)**

REAP grant paperwork was due December 28, 2018. Mr. Tribble reported it has been completed.

**h. Annexation (progress report)**

Mr. Hornick was not present to give an update on his meetings with the City of Elkins.

**4. Chairman's Report**

**a. PC Renewal**

16,739 pounds of electronic waste was collected in 2018 by RCSWA in partnership with PC Renewal. This included two dates: June 16, 2018 and October 20, 2018. There was no charge to RCSWA by PC Renewal for removing this waste, as amounts over 10,000 pounds do not cost.

**5. Treasurer's Report**

**a. Update on Financial Status**

Treasurer See was present with the book. He reported the balance was \$52,827.06 as of January 1, 2019.

**b. Explanation of Routine Expenditures**

We have a bill from Joe Gumm's Recycling Center for \$6,025.50. That is for first quarter 2019 (January through March). We wrote a check for this amount.

Mr. Martin reported receiving a bill from the radio station for \$1,064. We have completed our three month advertising with them. We paid them \$613.28 on September 28, 2018, \$300 on November 14, 2018, and \$300 on December 20, 2018 \$300. September's amount was for two months; one month of regular advertising and one month for the electronics event. Mr. Tribble suggested holding off on more radio advertising until we see how our social media updates go and how many people we reach through that.

Recording Secretary, Angie Lipscomb, requested that RCSWA begin reimbursing her for costs associated with printing the agenda, minutes, and random handouts. She regularly utilizes the library and her personal printer to provide RCSWA with these materials. Costs have always been \$10 or less per month. Members agreed to this amount. Mr. Tribble asked Mr. See if there are any county facilities that can be utilized to print RCSWA documents. Mr. See and Mr. Tribble discussed the possibility of giving the Recording Secretary authorization to charge copies for official business to RCSWA's account at cost at the Assessor's Office. Mr. See will attempt to arrange this through the Assessor's Office.

**6. Standing and Special Committee Reports**

**a. Audit Committee (Jack Tribble, Clark Martin, Spinner O'Flaherty)**

Chairman Martin contacted the appropriate party for our audit. He was asked to fill something out on the computer, and completed same. He is waiting for a reply. Mr. Tribble was advised the audit will cost \$6,000-7,000, so we are going to apply for a grant.

**b. Recycling Center Operations (Joe Gumm)**

Mr. Gumm reports he does not want to recycle pressboard at this time. Due to glue and chemicals, this type of non-corrugated material is difficult to process. He explained he is overrun with corrugated cardboard right now, and that when pressboard gets mixed into a load, the corrugated can be rejected. Impure loads (of any material) lower the prices he can get for his recyclables, costing him money when loads are rejected or bring less money than properly filtered loads. This also damages his reputation as being someone who offers premium product. He says because he offers clean loads, he gets good prices. Mr. Gumm explained how certain materials, like pressboard and even corrugated cardboard, are getting hard to sell. Snowshoe, Moorefield in Harding County, and others from far away have been requesting him to take their cardboard. He said he is unavailable to do this. He did state he has a contract with Tractor Supply in Moorefield for corrugated cardboard.

Mr. Gumm reported setting up a new bank account for REAP Grant money, which has not come yet. He had to use \$100 of his own funds to open the account.

Mr. Gumm stated that Lisa called him inquiring about paperwork and deadlines for the REAP Grant. He stated he filled out and returned a W-9. All training and requirements are completed.

**7. New Business**

**a. Bylaws**

Chairman Martin reports that Mr. O'Flaherty has the book containing the bylaws. Mr. Martin stated he could not access the link Mr. Tribble sent him, which was the chapter about bylaws in the State SWA rulebook.

**b. Update contact sheet for WV State Solid Waste Authority**

Mr. Martin had new blank contact sheets, and we worked on gathering information to update same. He also had old sheets showing previous information, which is what the State SWA currently has on record. Mr. Martin will continue figuring out the necessary information, complete the form, and provide it to the Recording Secretary so that she may forward it to the State SWA as required.

**8. Public Comments**

None - no visitors

**9. Closing Statements**

**a. Next Meeting**

The next regular meeting was scheduled for February 5, 2019 at 5pm.

**b. LMC & Associates**

Ms. Lipscomb will notify Lori Chenoweth that RCSWA has approved her company's proposal to provide services and see about scheduling training.

**c. Staff Payment**

A check was written to Recording Secretary, Angie Lipscomb, for \$150. \$10 of this amount was expense reimbursement.

Meeting adjourned at 5:58 pm.

Name	E-Mail	Phone
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Spinner O'Flaherty	e_spin_o@yahoo.com	(304) 636-9791; (304) 641-3931
Joe Gumm	mrfarmjoe@gmail.com Randolph County Recycling Center, #10 Eleventh Street	(304) 636-2691 (304) 614-9896
Jack Tribble	jtribble@fs.fed.us jctribble@hotmail.com	(304) 614-4345
Tim Hornick	thornick@tvsanitation.com	(304) 642-8143
Angie Lipscomb, Secretary	mspsnurse@gmail.com	(304) 951-4558

cc: Jessica Sutton, City Clerk, City of Elkins [jsutton@cityofelkinswv.com](mailto:jsutton@cityofelkinswv.com)  
 Rob Chenoweth, First Ward Councilman; Chair, Elkins Recycling Committee  
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