

**June Monthly Board Meeting Minutes**  
**Randolph County Solid Waste Authority**  
Board Meeting Minutes: June 5, 2018  
Courthouse Annex Building, Elkins, WV

**Members:**

*Present:* Clark Martin, Chris See, Spinner O'Flaherty, Joe Gumm, Jack Tribble, Tim Hornick

*Absent:*

*Quorum present?* Yes

*Others Present:*

Jill Pivovarov, Recording Secretary

**Proceedings:**

The meeting was called to order at 5:00 p.m. by Clark Martin.

- Plans were discussed to provide two roll-offs to contain electronics, such as TVs and other items that are not recyclable. Tim Hornick offered to provide two 11-yard roll-off dump trailers for upcoming e-cycling event scheduled for June 15-16. The cost to transport them will be approximately \$150, plus an applicable tipping fee of approximately \$100 for a total of \$300-\$500. Containers will be needed to capture items that cannot be recycled.
- It was discussed that a previously understood stipulation by PC Renewal needed to be clarified. In the past, they were willing to pick up recyclable items for free as long as they collect 10,000 pounds of items or more. Anything under that weight limit will incur a charge. (Later in the meeting Tim confirmed that, per the terms of our contract with PC Renewal, Randolph County will incur no charge for the event.)
- Clark made a motion to put in place dumpsters for dumping of non-recyclable items so they can be safely placed in a landfill. The motion was approved.
- The goal is to avoid turning people away so that we can prevent the public from dumping items illegally in the environment. Joe Gumm indicated that he has experience negotiating with PC Renewal; he cautioned that a firm approach may be required in any negotiations with them. Clark affirmed that in prior meetings PC Renewal never made any overtures of charging us for collecting materials; he indicated that they are eager to raise the volume of materials collected and appear eager to work with us.
- Chris See indicated that he would place a follow-up call to PC Renewal the following day and indicated that he had a contract in place.
- It was agreed that a cost of \$600-\$800 would be well worth preventing the community from discarding things illegally that could at least be collected and consolidated in a landfill. Clark indicated that we should allow PC Renewal to determine what is collectible and what isn't. PC Renewal marks items as they unload and collect; anything marked with an X that is later found dumped is subject to a fine.
- Tire recycling events coming up this weekend (June 8-9, 8:00-4:00 both days) include Friday collection at Leslie Brothers and Saturday at Tygarts Valley Recycling. Tim talked with the tire landfill to confirm that it's officially scheduled. WBOY has posted details of the event.

- The next e-cycling event is scheduled for June 16th 8:00 am to 12 noon, rain or shine, at the Phil Gainer Community Center. Spinner O'Flaherty is working to confirm that AmeriCorps volunteers will be on hand. The city approved the event but is requiring a specific parking pattern that they will set up for the event. Clark indicated that it would be beneficial to have AmeriCorps volunteers on hand since PC Renewal will be providing training that will help to prepare Waste Authority and AmeriCorps volunteers be fully prepared for future events.
- Spinner spoke to Logan Smith at City Hall. Larry has asked for clarification regarding the difference between volunteer and paid staff.
- Clark noted that for previous events held at Walmart, everything was packed and ready to go out by noon.
- The next event, in partnership with Dish Network, which will involve recycling any satellite dish materials, is scheduled for July.

### **New Business**

- Jack agreed to locate a copy of the solid waste authority guide for Spinner.

### **Financials**

- Clark indicated that the bank account is about the same. He submitted a check at the time he went to make payment on the P.O. Box. Two signatures were required. The county is expecting several checks from the State and Tygart's Valley Sanitation that will raise the balance once again to \$46,000-\$48,000. A cashier's check will be cut to retrieve funds so that payments can be made.
- Clark confirmed that the next tire recycling event is scheduled for this coming Friday and Saturday, June 8 and 9 from 8:00 a.m. to 4:00 p.m. He will plan to stop by the event to make sure that everything is under control.
- Conversations have taken place with Chris Lee concerning acreage at the Gainer Center. Jack confirmed that Chris is fine with the plans that have been made. Jerry approved and confirmed that it's part of the 8 acres in question. The dates have been moved but they confirmed that second date is fine.
- Discussion was made of duplicating colored flyer for promotion of the upcoming e-cycling event. Jill and Spinner offered to help post flyers throughout the county. Clark agreed to get flyers copied and contact Jill when they were ready.

### **Formal Hire of New Recording Secretary**

- The Board made a motion to formally hire Jill at a rate of \$100 per month to record, prepare, and deliver monthly meeting minutes within 7 days after the meeting.
- She will also work with staff to prepare the agenda for upcoming meetings; agenda is required to be finalized and posted for public outside door three days prior to next scheduled meeting.
- It was decided by way of motion that Jill's job title will be Recording Secretary; she is not authorized to actually sit on the Board.
- It was agreed that if the workload expands substantially beyond what was originally agreed to that the Board will revisit the monthly agreed-upon stipend to cover Jill's services.
- The Board later further agreed by way of motion to put Jill in charge of setting up the Authority's FaceBook page. The initial cost agreed to compensate her for her time in handling the set-up was \$50. Additional work in the future would be evaluated on a task-by-task basis for further compensation.

**Future Issues for Consideration:**

- Jill did use the opportunity to mention a challenge faced by the public schools in the county. Currently there is no major effort underway to collect and recycle beverage containers that are being thrown in the trash every day throughout the school system. She asked that future consideration be given to opening a discussion with city leadership about changing this practice which is having a considerable impact on area landfills. Clark indicated that the discussion needs to start with the County Board of Education. He indicated that it will be important to come armed, not just with problems but also solutions. Jill expressed interest in collecting data to quantify the sheer volume of milk bottles and an undetermined number of water bottles and other beverage cans involved that are impacting the system currently. Clark indicated that if the proper argument is made for a group of this size and the collective impact it would have to tackle this issue, a grant to fund it could be justifiable. This could be a project perfect for next year's grant.

**Audit Preparations**

- Jack did indicate that some notes need to be caught up that indicate we've done audit work since an audit hasn't been performed since 2013. A full audit is only needed every other year so the extent of our fine will \$500-\$1,000. We only need one full and two half audits. We don't raise that much money so it's not that big of a deal.

**Next Meeting:**

- It was determined that the next meeting will be scheduled for the week following the 4th of July holiday on Tuesday, July 10. The Agenda will be finalized and posted publicly on the Annex Building Door by Friday July 6.
- The meeting adjourned at 6:05 p.m.

Contact Information for Members Present:

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