

Randolph County Solid Waste Authority
P.O. Box 2147, Elkins, WV 26241

Board of Directors Minutes
March 5, 2019

Present – Clark Martin, Chris See, Jack Tribble, Spinner O’Flaherty, Tim Hornick

Absent – Joe Gumm

Staff – Angie Lipscomb

Visitors - Pat Pietsch

1. Call to Order

The regularly scheduled monthly meeting of the RCSWA was called to order by Chairman Martin at 5:07 P.M. on March 5, 2019 in the Commissioner’s conference room located in the Randolph County Courthouse, Elkins, WV. Recording Secretary Angie Lipscomb called the roll and recorded the minutes. Present in the public forum was Pat Pietsch, a visitor from Washington state. Ms. Pietsch was accompanying Mr. O’Flaherty.

2. Minutes

Mr. See made a motion to adopt the minutes from the February 5, 2019 regular meeting as presented. Mr. Tribble seconded the motion. All were in favor, with none being opposed. Motion carried.

3. Chairman’s Report

a. Update contact sheet for WV Solid Waste Management Board

Chairman Martin had accepted responsibility for providing a current contact sheet for RCSWA to WV Solid Waste Management Board at our upcoming meeting. He reports being in contact with Nicole from WWSWMB, whose assistance is necessary to complete the form, but he has not finished it yet.

b. Possibility of advertising with better known Elkins websites

Chairman Martin reports that Davis Medical Center does not participate in advertising with the public. He states he has a call in to Linda Skidmore, head of marketing at D&E College, to see if we can put our logo on their website. Mr. O’Flaherty suggested contacting their IT department, which is located on the lower floor in the library, as they control the intracampus television system. Mr. Martin reiterated that we had chosen to approach DMC and D&E as potential website partners because we felt these were likely the two highest trafficked sites in Elkins. Mr. Martin stated we should find other local, well known websites to partner with for advertising and website linking if possible.

Mr. Martin had positive feedback about Ms. Lipscomb’s renovation of RCSWA’s Facebook page, commenting on the steady feed of articles and posts on a variety of issues, including local green programs, general green education, and global recycling topics.

Mr. O’Flaherty inquired about the Steve Kerns memorial photo on one of our pages. No one knew what he was referring to, and Ms. Lipscomb determined he had seen this on another website or Facebook page that she is not managing. Ms. Lipscomb made sure all Board members know that RCSWA’s website URL is www.rcsolidwaste.com, and our Facebook page is Randolph County Solid Waste Authority. Mobile phones showing the website and Facebook page were passed around to the group for viewing. Mr. O’Flaherty verified that RCSWA’s Facebook page is not the one he had seen showing a photo of Steve Kerns.

Mr. Martin asked members to be thinking of ideas for local businesses that could provide website pairing and advertise for RCSWA.

*At 5:13 P.M., while discussing items in Section 3b of the agenda, Joe Gumm arrived. He was provided with the current agenda and February, 2019 minutes, as well as February agenda and minutes of the January regular meeting, as he was not present at last month's (February's) regular monthly meeting to receive the latter.

4. Unfinished Business

a. RCSWA website (invoice, questions for Board from Angie)

LMC & Associates has finished their updates to our website, and Recording Secretary, Angie Lipscomb, has completed the scheduled training sessions. Mr. Martin inquired if LMC is still active in updating the website. Ms. Lipscomb reported that Lori Chenoweth remains available to assist Angie as necessary, but that she is now completing site maintenance herself on a regular basis. If major renovations comparable to those we just initiated are desired, we would need to collect bids again. Mr. Tribble stated that perhaps once a year we should look at the possibility of major website renovations, as the first thing people do when they move to a new area is look up public utilities and information about local public programs and resources. He stated this was a positive thing, well worth the money. LMC's invoice needs paid presently, and was provided to Mr. Martin on February 25, 2019.

Ms. Lipscomb had multiple questions for Board members regarding information for the website. She requested that Mr. Hornick verify that the territories listed under our Trash Collection tab are correct. He stated Mountain State Waste, which operates out of Weston and services Helvetia and Pickens, needs added. She verified the link to Mr. Hornick's website is correct. He stated it is.

Ms. Lipscomb inquired about information under the Special Disposal tab. Many items were listed as being not allowed in regular trash, but we did not say how to properly dispose of same. Ms. Lipscomb reported having researched and updated the information for the majority of these items, but had trouble finding answers to every material. She still needed solutions for how to dispose of fluorescent bulbs, alkaline batteries and asbestos, and asked for assistance.

Mr. Tribble raised the point that Lowe's accepts CFL bulbs, an item not even listed. It will be added to the list on our website, and Ms. Lipscomb will contact Lowe's to see if they accept fluorescent bulbs as well.

Mr. Tribble thought asbestos could be double bagged and put into a landfill. Mr. Hornick was unsure of that, as it cannot be accepted at transfer stations, and Waste Management has a special site for it.

Mr. Hornick asked if we had included any information about free-flowing liquids. Ms. Lipscomb stated that she had, and listed the different types and their respective recycling locations. She then listed all the types of hazardous materials covered by our website, their respective disposal methods, and the corresponding links for further information. Mr. Hornick offered a revision to the method for proper paint disposal, which Ms. Lipscomb had obtained from the City of Elkins website. This information will be reflected on RCSWA's website under Special Disposal instructions.

No one knew of a free method for disposing of alkaline batteries, but several paid services were discussed. Mr. Tribble stated that the USFS utilizes prepaid boxes, which are expensive. Anything under 9V you simply put in the box and mail. If it's over 9V, you have to put the batteries in a sealed bag, tape it, and it's more of a pain. Ms. Lipscomb knows of programs at

cost through Waste Management and TerraCycle, but paying for this service is not appealing to the majority of the public who is looking for free resources. Mr. O'Flaherty stated that D&E College recycles them, and Mr. Martin stated that Davis Medical Center recycled them at one time. Ms. Lipscomb stated that she will contact DEP for answers to these questions, as well as D&E and DMC for the possibility of local programs.

Ms. Lipscomb asked for suggestions on updating the How to Dispose tab. Currently, it lists state laws and codes about how *not* to dispose. There are sub-tabs which better suit the purpose, but the main page is not on point with the title. Ms. Lipscomb requested that members generate and present ideas to make the page's content correlate more closely with its stated subject.

b. Bids for signage at 11th Street Recycling Center

Mr. Tribble has been attempting to get bids from local companies for this project for several months. He requested same from multiple businesses, receiving some replies, but no formal bids. Rob Elbon was too busy. Seneca Designs goes through Rob, and does not want to compete with him. Tim Harris, who owns Appalachian Sign, was too busy at this time.

Mr. Tribble had to extend his range to Fairmont and Morgantown, having success with a company from Fairmont who agreed to give us a bid, but then did not. However, another company from Fairmont, Signs Plus, provided a very professional, speedy bid that impressed Mr. Tribble. This included all 52 signs for \$1,440. Mr. Martin inquired if Mr. Tribble had checked with Brad Basil at Art Medium. Mr. Tribble stated he had not.

Mr. Hornick made a motion to accept the bid for \$1,440 from Signs Plus in Fairmont since Mr. Tribble has had such a difficult time obtaining bids for this project and we need to move forward. Mr. Tribble seconded the motion. All were in favor, with none opposed, and the motion was granted. Mr. Tribble stated that he would request official paperwork from Signs Plus the next day. Mr. Martin inquired if payment was due in full up front. Mr. Tribble stated that it is, as service is completed in only three days. Mr. Tribble will be out of town next week, but will pick up the signs at the end of the week of March 18, 2019. He will take them to Mr. Gumm's Recycling Center for display. Mr. Tribble will notify Ms. Lipscomb once the signs are up so that she may photograph the updates to the Center for posting on social media.

Mr. Tribble stated he estimated the total cost to be \$400 to \$500 more than the offer we accepted, and was pleased with the price. Mr. O'Flaherty expressed concern about people stealing the signs. It was decided that the possibility of that can't weigh in as an obstacle, as the sign updates are necessary. Mr. Tribble pointed out that we have 2-3 extra signs per gaylord box in case the signs are stolen, lost or damaged. Most members did not see the appeal in stealing signs with this particular text and did not feel it would be a popular choice with the public, therefore concern about this issue was not great.

Mr. Hornick requested clarity regarding details of the large signs, asking if they were lighted. Mr. Tribble stated they are reflective metal, not lighted. Mr. Tribble then went over the sign plan again for the group, which was first distributed at the January, 2019 Regular Meeting.

The group was excited about standardizing and professionalizing signage at the Center, and all agreed it was funding well spent. Mr. Tribble was complimented on his hard work with gathering bids and determining the sizes, placement and style of signs. Joe Gumm agreed that renovating signage at the Center and updating the website were active measures we could take to educate and encourage the public not to leave non-recyclable materials at his site.

c. Mandatory Disposal Meeting

Chairman Martin confirmed the upcoming meeting between RCSWA and WWSWMB for March 18, 2019 at 1:30 P.M. It will be held at Randolph County Courthouse in the Commissioner's conference room. Discussion topics will be how to handle enforcement of mandatory disposal, bylaws, contact sheet, the upcoming audit and subsequent grant application. Mr. Tribble stated the order in which the meeting should progress so that issues will be covered in an orderly, forward moving manner. Mr. Hornick inquired about who was coming to the meeting aside from WWSWMB personnel. We originally had a sizeable list of people we wanted to invite. Because of the large number of internal issues on the agenda at this time, it was agreed to only have RCSWA Board, staff and committee members.

d. Bylaws

Updates to the current bylaws will be discussed at the upcoming meeting between RCSWA and WWSWMB on March 18, 2019. Mr. O'Flaherty found the white binder Mr. Tribble had given him containing the current bylaws which need to be adopted. He presented them at the meeting.

e. Recycling drop sites outside of Elkins

Tim Hornick spoke with Sunrise Sanitation. They need more information about how many locations we will have. There would be a grant involved, because the project would incur cost. He offered assistance if we need help, and said he has a grant writer we can utilize.

Mr. Hornick asked what he does with non-recyclables (trash), which is dumped into the unmanned sites. He reported utilizing another organization, not Tucker County Landfill, who sets up a sorting center. This is included in the price. Mr. Hornick did not recall the name of the third party company. The group discussed concerns of the public utilizing the new drop sites improperly. Ms. Lipscomb stated she had seen electronics thrown into the plastics bins at the Parsons site in Tucker County when researching for the project. Chairman Martin recalled the units previously located behind City Hall. These became filled with garbage rather than recyclables. The problem became so severe they had to be removed, and the program was discontinued all together.

Chairman Martin had a discussion with both the Superintendent and the Assistant Superintendent of Randolph County Schools, asking him to consider allowing us to place the remote drop off sites on Board of Education property near schools. This way they can be utilized by both the general public and the schools, which generate huge amounts of material into the waste stream on a regular basis. They were concerned about liability. Mr. Hornick stated this is an issue of concern at any location. Mr. Tribble stated we should revisit this when we hit the schools topic, and that other matters are more pressing at this time.

Mr. Martin then suggested fire departments. Mr. Hornick needed a number of sites to present this information to Sunrise Sanitation for a cost estimate. Mr. Martin pointed out that if we do the schools we can cover a wider territory, but if we do only fire departments we are limited to approximately four. Ms. Lipscomb mentioned that one of the Tucker County drop sites is adjacent to a PSD. Mr. Tribble stated an issue RCSWA would be faced with is not being able to get a grant for this or any other project until we have an audit. If we need a grant to do this, then we need to revisit this topic next year. If Sunrise can do this through a grant, then we can discuss it now. Mr. Hornick stated Sunrise may be able to facilitate this under their grant because he has commercial roll-off rights in all of Randolph County.

Mr. Gumm wanted to know whether Sunrise would be picking up all recycling outside of Elkins. It was explained to him that certain spots would have unmanned drop off locations to increase access to recycling at will for those outside city limits. Harman, Coalton, Leading Creek and Mill Creek, were all discussed as possibilities. The number of sites will be determined by the grant involved unless we pay for them out of our own money. Mr. Tribble suggested getting a bid for

five sites in the future, but starting with a quote for Harman for now. We would be eligible for the next grant cycle, which would likely pick up the cost of more sites. Mr. Hornick stated he would get a price quote for Mill Creek, Coalton, Kerens, Harman.

f. Confirm date/details for Tire Recycling Event

May 17-18, 2019 were the tentative dates for this event. Bids were rejected, and Mr. Hornick's contact at DEP stated it most likely will not occur as planned. He was supposed to contact Mr. Hornick if it was approved, and there has been no communication for one month. We will not be advertising for this, and do not expect it to happen.

g. Confirm date/details for Electronics Recycling Event

This event was confirmed with Chris Lee by Mr. O'Flaherty for April 27, 2017 from 9 A.M. - 12:00 P.M, and located adjacent to Phil Gainer Community Center. It was decided not to utilize a billboard for advertising, but post on our Facebook page and in the events calendar on RCSWA website. Ms. Lipscomb will contact Rick Gage at Davis & Elkins College requesting volunteer participation from the Sustainability Program. Mr. Hornick will contact Ralph at the City of Elkins to request a 20 yard roll-off box for televisions and monitors. Mr. O'Flaherty stated he would be responsible for utilizing the Community Hour on WDNE AM to advertise this event for free.

h. Status of 2nd fabricated Bradish roll-off

Mr. Tribble reported that the second dumpster for glass recycling is completed.

*At 5:44 P.M., Joe Gumm had to exit the meeting. He left to attend the SWA meeting in Barbour County, which was also being held tonight.

5. Treasurer's Report

a. Update on Financial Status

Treasurer See was present with the book. He reported the balance was \$46,408.22 as of the meeting date. We received a check from Tygart Valley Sanitation for \$842. There were no citation fee deposits this month.

b. Explanation of Routine Expenditures

Two checks were written at the meeting: one to Angie Lipscomb for secretarial services, expense reimbursement and social media maintenance in the amount of \$271, and one to LMC & Associates \$1,675.

6. Standing and Special Committee Reports

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

Mr. Martin reported hearing nothing back from the IRS. He stated he has left five voicemails with the auditor's office, in addition to sending email correspondence. Mr. Tribble said he has a contact with the audit department, and can reach them if necessary after the meeting with WWSWMB. Mr. Martin stated that was favorable. More progress on this issue can be made later in the month, after our meeting with the state.

b. Recycling Center Operations (Joe Gumm)

Mr. Gumm stated the difficulties of sorting materials, the high cost of labor to staff his facility, and the increasing problem of contaminated bales. He states he gets good prices for his products, but that the difficulties he faces in properly preparing the loads in order to accomplish this are great. He said the SWA's present at recycling conferences are not in favor of mandatory recycling, as the public does not sort properly and they receive mostly garbage. This makes for a struggling market and many obstacles. The public is uneducated.

Mr. Gumm reported processing recyclables from Pendleton and Hardy Counties. He reports problems getting rid of cardboard. Mr. Hornick reports that Tygart Valley Sanitation has a load ready to go, but is concerned about its integrity, as he had a careless employee who was baling low quality material. He let this person go, and told his current employees to only send the clean bales, even if this means taking time to tear open the bales that have already been prepared. Ms. Lipscomb states she has been posting extensive education on contamination so that residents can choose, prepare and sort better at the front end of the chain, hopefully making the jobs of recycling center and transfer station employees somewhat easier.

Mr. Hornick reported watching a news show about Philadelphia, where people have sorted their recyclables, but the trash truck comes down the street and dumps everything into one truck. It then goes into an incinerator or landfill because China has passed a law banning imported materials. Our recyclables were not properly sorted, *and* we were shipping them bales of contaminated materials. They will no longer accept our waste items. Now we have far less ways to process our recyclables than we have recyclables, so we are burning the materials. Ms. Lipscomb stated she had just posted an article on our Facebook page with information of this very kind.

Mr. Gumm reported being unable to find a market for certain types of plastics and papers due to glue. He said it doesn't easily break down, and no one wants to process these types of material. It's hard to get rid of these items, and finding a company to take them costs more in transportation, sorting labor, and other expenses than is made to break even. This includes paperboard, phone books, and specific numbers of plastics.

Mr. Gumm commented on the large number of people recycling these days. He stated there are 2-3 cars at his center all the time. He encourages people to recycle, but says if you're not willing to sort when you do it, don't bother. Recycling without sorting is worse than not recycling at all.

7. New Business

a. Facebook page analytics

Ms. Lipscomb reported that the Facebook page was created in June, 2018. From June until the beginning of February, we had no access. Since gaining access and beginning maintenance, the analytics are as follows: post on difference between paperboard and cardboard reached 234, post on glass recycling hours reached 480, post with updated photos of Bradish site reached 446. Ms. Lipscomb utilized the statics to show that social media is a solid platform for education.

b. Free clean-up events including general trash

Ms. Lipscomb wanted to know how other WV counties are hosting grant funded clean up events that allow the public to bring tires, electronics and general trash all at once. Mr. Tribble stated it is another grant under the REAP program, different and larger than the one our Recycling Center just received. Mr. Tribble stated that Randolph County does usually host an annual River Clean Up Day. We are not the ones sponsoring this. Mr. Hornick stated this is DEP.

Ms. Lipscomb inquired about the free day offered at Tucker County Landfill every first Thursday of the month. Mr. Hornick clarified that every landfill must offer one free day per month in order to comply with WV state law. Mr. Tribble explained that residents living in areas where mandatory disposal fees are enforced have the right under WV law to provide a monthly receipt proving proper disposal in lieu of the fee. Mr. Hornick stated that since Randolph County does not have a landfill and most of the county's refuse goes to the Tucker County Landfill, Randolph County residents can utilize the monthly free day offered there. This information had not been stated previously on RCSWA's webpage. Ms. Lipscomb will clarify this information for the public.

Mr. Hornick further clarified that landfills are required to have one free day per month, while transfer stations are not.

8. Public Comment

None.

9. Closing Statements

a. Next Meeting

The next regular meeting was scheduled for April 2, 2019 at 5pm.

Mr. Hornick made a motion to adjourn at 6:09 P.M. Mr. Tribble seconded the motion. All were in favor, with none being opposed. Meeting was adjourned.

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