

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

Board of Directors Minutes
April 2, 2019

Present – Clark Martin (Chairman), Jack Tribble, Spinner O’Flaherty, Tim Hornick

Absent – Chris See (Treasurer), Joe Gumm

Staff – Angie Lipscomb (Recording Secretary)

Visitors - Beth Henry Vance, Dave Teter

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 April 2, 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. Absent were Treasurer, Christopher See, and Recycling Committee member, Joe Gumm. Present in the public forum were Beth Henry Vance, DEP District 3 Youth Environmental Program Coordinator, and Dave Teter, Randolph County Litter Control Officer.

Public forum was addressed first due to time constraints and multiple visitors waiting to share information.

2. Public Comment

Beth Henry Vance from DEP was present to observe and present information on educational outreach, namely Youth Environmental Programs. The group was provided with brochures and a newsletter covering these programs, Make It Shine, REAP, Adopt-A-Highway, and Operation Wildflower. Junior Conservation Camp and the Youth Environmental Conference are two programs available for WV youth. Mrs. Vance explained that funding is usually available for the Youth Environmental Conference, with a lack of interest in the 14-17 year old age group this camp hosts. Conversely, funding is usually lacking for the Junior Conservation Camp, which hosts ages of 11-14 years and regularly has an abundance of interest. Sponsorship is \$175 per camper. Chairman Martin made a motion for RCSWA to sponsor 3 Randolph County youths needing tuition assistance. This totals a donation amount of \$525 for educating local youth in conservation. Mr. Tribble seconded the motion. All present were in favor, with none being opposed. Motion carried. Mr. Hornick added that if Mrs. Vance could not locate Randolph County children, RCSWA would still send youths from other WV counties. Mrs. Vance stated she will be responsible for recruiting participants for these events, although we can recommend children if we know of anyone wanting to attend. She plans to reach out to local schools on our behalf.

Dave Teter, Randolph County Litter Control Officer, spoke next on operations within the county to curb open dump sites and littering. He stated he responds to 8-10 litter calls weekly, sometimes that many per day. The day of the meeting he had dealt with five. Most are resolved verbally or with a warning ticket. He stated most of Ellamore is now on trash collection service, and is much more aesthetically pleasing. Beaver Creek is coming along, but still needs improvement. He passed around a number of pictures taken from various areas around the county, all locations labeled, and explained the various situations. He takes these for documentation in case the matter reaches a courtroom. Mr. Teter stated that some people pay for trash service, yet do not carry their trash to the collection point for pick up. This makes writing citations difficult, as their property is filled with trash, yet they can show they are on service. When Mr. Teter, the EPA, or DNR issues a citation, RCSWA receives a portion of the fees collected. Mr. Hornick inquired if mandatory disposal enforcement would make a positive

difference in the trash issue. Mr. Teter stated that he leaves a copy of this law with violators, but that magistrates do not enforce this. Our magistrates tell those who share service, which is prohibited, that since they are properly disposing of their waste they will not be fined, even though this is against the law. Mr. Teter advises violators that if the company providing their trash removal service finds out, one or both parties in violation will be discontinued from collection until the breach of law is corrected. Mr. Hornick agreed this is true, yet difficult to handle on a house by house basis. Mr. Tribble also inquired whether it would help if mandatory disposal law was enforced. Mr. Teter stated he would like to see a PR campaign for the mandatory disposal law well advertised to the public. During past educational efforts, Sheriff Mark Brady stated he does not want Mr. Teter in uniform or the Litter Control patrol vehicle pictured in connection with this issue. Mr. Teter must decline to be involved, and had to leave the meeting at this time for other business.

3. Minutes

Mr. Martin addressed approval of the minutes from our March 5, 2019 meeting. These were adopted by the group as presented.

4. Chairman's Report

a. Update contact sheet

Ms. Lipscomb has taken responsibility for updating the contact sheet. The sheet was passed around to all present members, who were asked to fill in their home addresses. Mr. See will be approached for this information later. Ms. Lipscomb had completed the remainder of the sheet, and informed members there is an issue with Mr. Martin's re-appointment, a separate piece of documentation needed from the Commission to submit with the completed contact sheet. Upon obtaining this from Kathy, Randolph County Commission Administrative Assistant, we noted the dates are wrong and need correction. Ms. Lipscomb had planned to ask Commissioner See to schedule this correction for the then upcoming Commission meeting on 4/4/19, but he will still be on vacation at that time. Ms. Lipscomb will address this matter with Treasurer See after his return. WWSWMB suggested that Ms. Lipscomb be listed as RCSWA designated contact person.

b. RCSWA featured on WDTV Channel 5

RCSWA was asked to be part of two things on WDTV: One involving glass recycling, and one educating the public on meth lab waste during litter cleanups. Clark Martin was contacted by WDTV, and subsequently interviewed two times. These features resulted from popular posts on our Facebook Page. Ms. Lipscomb reported the meth lab post was currently at 20,200 views.

c. Possible recycling partnership between RCSWA and Randolph County businesses

Mr. Martin and Ms. Lipscomb had an idea to recognize local businesses that are going green, participating in recycling, repurposing, or otherwise making an environmentally friendly impact in the community and for the planet. Mr. Martin presented the concept of printing small, sturdy signs with RCSWA and the logo of the business to post in designated store fronts and offices. He discussed Tip Top, which is not particularly standing out in recycling, but uses innovative biodegradable products in its delivery of services. We want to incorporate this idea with social media, featuring companies on our Facebook Page and website. This will identify who is doing what around Randolph County, increase support and involvement through networking and partnerships, and showcase those putting forth effort toward sustainability and conservation. Mr. Tribble stated we could put together a proposal for the Board or just start doing it, as no one has an issue with this program as long as we are fair to everyone.

5. Unfinished Business

a. Signage at 11th Street Recycling Center

Mr. Tribble reported the signs will be ready 4/3/19. Mr. Martin presented Mr. Tribble with a check to Signs Plus so that he can pick them up.

b. Recycling drop sites outside of Elkins

Mr. Martin has spoken with Randolph County Board of Education. Their position is that unmanned recycling bins on school property which are open to the public pose a liability issue, and they do not want to serve as physical locations for these sites. He wants to approach volunteer fire departments. Joe Gumm, Special Committee member for Recycling Operations, was not present. Parties agreed Mr. Gumm was upset upon entering last month's meeting and hearing about the idea of unmanned remote location recycling stations affiliated with Sunrise Sanitation for the first time midway through the group's discussion. All parties agreed Mr. Gumm is a valued member of the forum, providing valued services to the community in the arena of environmental conservation. We also agreed he does not have the capacity to service all areas of Randolph County given the far reaching expanse of his territories, increasing load, and limited resources. All parties wanted a way to expand recycling opportunities throughout the county without compromising Mr. Gumm's business. Mr. Tribble suggested getting a really well organized plan together, then approaching Mr. Gumm once everything is in order. He suggested Harman, Coalton, and Mill Creek (more industrial areas), saying to get with Sunrise about how to begin the program. Mr. Tribble and Mr. Hornick will be responsible for working with Sunrise, and Mr. Martin will be responsible for locating sites. We will coordinate information and form a detailed plan before going to Mr. Gumm with our proposal for expanding recycling options throughout Randolph County.

c. Electronics Recycling Event

PC Renewal notified Mr. Martin since the last meeting that they had inadvertently double booked on the dates of our upcoming event. The April 27, 2019 date is canceled. The new date was suggested for June 8, 2019 in the parking lot adjacent to Phil Gainer Community Center from 9 AM - 1 PM. This event will take place rain or shine. A second date was also suggested for the fall biannual event; September 21, 2019, same place and time. The time was extended one hour from the previous event due to the successful patronage. Ms. Lipscomb advised the group that we will be competing with another event in Downtown Elkins on June 8. Mr. Tribble made the point that an event will give those in outlying areas another excuse to come into Elkins, helping draw a bigger crowd. Mr. Tribble asked if we could vote to approve both dates and secure them in advance with PC Renewal to prevent another cancellation from happening in the future. Mr. Martin made a motion to approve both dates for electronics recycling. Mr. O'Flaherty seconded the motion. All present were in favor. None were opposed. The motion was granted.

d. Possibility of advertising with better known Elkins websites

Ms. Lipscomb took responsibility for this agenda item, as it has been lingering for several months. She reported Mr. O'Flaherty and Chairman Martin having accepted responsibility for contacting D&E. She reported doing a lot of research into which websites offer affiliate advertising, and offered information on this. The City of Elkins has some links to affiliate sites. The Inter-Mountain and YMCA do not feature partnership advertising. Mountain Rail WV only features tourism affiliates. These are the biggest websites in Elkins, and targets we would want to partner with for advertising. Other businesses utilize Facebook Pages, not websites. Mr. O'Flaherty stated he was going to contact the IT team in the library at the college to see about getting featured on the intra-campus television system. Ms. Lipscomb will contact Jessica Sutton regarding City of Elkins sponsorship. Mr. Tribble and Ms. Lipscomb agreed that the agenda for next meeting would be to report out of this item.

e. Bylaws

Ms. Lipscomb presented the group with RCSWA's last existing set of bylaws provided to her by WVSWMB. They are from 2008, when Mr. Gumm was Chairman, and are a replica of the template with minimal changes. They are also not signed, but are stamped as received by WVSWMB, and serve as our official current bylaws. Ms. Lipscomb then presented the group with template bylaws provided to her by WVSWMB. She stated that we are encouraged by the WVSWMB to make revisions and changes specific to our mission and goals. Mr. Tribble and Ms. Lipscomb discussed what this means, and how to put revising the bylaws into action. The group decided to utilize the regular monthly meeting in May as a working meeting to begin bylaw revisions. The agenda will be light, with focus given to this issue. Mr. Tribble suggested coming in early to next month's meeting. Mr. Martin then suggested only discussing bylaws at the May meeting, and discussing all other business the following month. No one disagreed. Mr. Tribble asked Ms. Lipscomb to email the bylaw template to the group ahead of the next meeting. Ms. Lipscomb stated she would send copies of the template, as well as the 2008 bylaws. All agreed to review these documents prior to the next meeting, and come prepared with ideas and suggestions for revisions in order to aid expediency.

After this item, at 6:23 PM, Tim Hornick and Beth Henry Vance both announced they had to leave the meeting for other business.

6. Standing and Special Committee Reports

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

i. Approve grant application

At this point, Mr. Tribble announced that the grant application must be submitted before the next meeting. He asked if the group felt comfortable with him sending it in, or if we would like to review it first. All present parties trusted Mr. Tribble's work on the audit grant. Mr. Hornick and Mrs. Vance were still present at this time, and agreed. Mr. Tribble will submit the grant as planned.

ii. Review RFP and bid

Ms. Lipscomb presented a bid from Ferrari & Associates, along with the 2019 RFP, explaining that no firms could give her a quote in conflict with the RFP. One bid was received in accordance with the RFP from the above firm for the years of 2014, 2015 and 2016 at \$1,930 per year. (Mr. Tribble needed one bid in order to complete the grant application.)

b. Recycling Center Operations (Joe Gumm)

Mr. Gumm was not present to report. Mr. O'Flaherty reported calling Bradish Glass and asking about their process. He left a message, in which he gave his email address. He was subsequently contact by Bradish via email and provided a 1-2 sentence reply, stating he can tell anybody asking where the glass goes that Bradish crushes it and sells it to people who make bottles out of it. He stated they were not being evasive, but that this answer has apparently been good enough for anyone previously asking.

7. Treasurer's Report

a. Update on Financial Status

Treasurer See was not present with the book. Mr. Martin stated the balance was \$51,843.89 as of April 1, 2019.

b. Explanation of Routine Expenditures

i. Outgoing checks

Mr. Tribble had a check for Signs Plus in the amount of \$1,440. Transactions for this month will be covered at May's meeting.

ii. Deposits

Transactions for this month will be covered at May's meeting.

iii. Recording Secretary's expenses and time

Due presently to Ms. Lipscomb is her base salary of \$100 for meeting attendance and preparation of minutes, expenses of \$10.10 for copies, and \$360.25 for social media services delivered during the month of March at an hourly rate. Ms. Lipscomb provided an itemized statement of work performed and expenses. Mr. Martin made a motion to approve the total of \$470.35. Mr. O'Flaherty seconded this motion. All were in favor, with none being opposed. Motion carried.

8. New Business

a. Next steps on mandatory disposal

Mr. Tribble suggested a PR campaign in this arena, as mentioned earlier when Mr. Teeter was present. At this time we have a great deal of work in front of us to get into compliance. There is the siting plan, the comprehensive plan, the bylaws, a grant, audits. We decided to pick this back up in the fall, possibly September.

Ms. Lipscomb brought up the status of litter cams. Mr. Martin stated he thinks we gave two of them to Dave Teter, who had already left the meeting. He will ask about the status of these.

b. Host a litter cleanup event/s

Ms. Lipscomb told the group about her interactive Facebook post requesting public suggestions for where a litter cleanup should be held. She inquired about getting gloves, bags, etc. Make It Shine organization has access to these items. Mr. Martin stated she should contact Melodee Price for information. Mr. Tribble stated we can host events as long as we are doing it safely. He asked Ms. Lipscomb to let the Board know what events she plans so they can be involved.

Mr. O'Flaherty wanted to advertise at Beander's on their television screens. Mr. Martin and Mr. Tribble agreed, and Mr. O'Flaherty will contact them.

c. Bringing siting and comprehensive plans into compliance

Ms. Lipscomb inquired about when to address these matters. Mr. Tribble clarified that addressing the bylaws is the first step. We may be able to begin on these issues after the Electronics Recycling Event in June.

d. Notify Board of battery recycling programs

Ms. Lipscomb reported to remaining members about her discovery of three currently operational free alkaline battery recycling sites in Elkins. Information can be found on RCSWA's Facebook Page and website, along with pictures and links. They are located at D&E (sponsored by GreenWorks) and Davis Medical Center.

Ms. Lipscomb also reported on an item not listed on the agenda due to it coming into existence the day prior to the meeting. Last week she reached out to TerraCycle, an international company specializing in solving difficult to manage waste streams. RCSWA was asked to participate in a pilot program for recycling razor blades and their packaging. Additionally, Randolph County has the opportunity to participate in recycling other unique items, such as contact lenses and packaging, Solo cups, snack bags, energy bar wrappers, toothpaste tubes, floss containers, any many other oddities. In order to do this, we need a physical location to sponsor collection of these materials. Shipping to TerraCycle is free via UPS using printed labels obtained online. Ms. Lipscomb presented promotional materials from TerraCycle about different brigades, collecting items, shipping, storing, and approaching potential partners. Mr. O'Flaherty said this sounds like something for schools. Mr. Tribble made the point that schools want no extra duties to deal with, as well as the fact schools are not functional as year round collection sites. Mr. Tribble stated all we need to facilitate this project is willing collection sites and participants. Ms. Lipscomb stated she hoped to find businesses to host locations through

the RCSWA eco friendly partnership program she and Mr. Martin are starting. She mentioned having the YMCA sponsor the Gillette Razor Blade pilot program. Upon gaining understanding that each brigade is collected and shipped separately, Mr. Tribble made the point that people don't want to travel around to multiple locations dropping off so many different kinds of recycling. This created the obstacle of finding a willing participant with a facility large enough to host all brigades. Mr. Tribble suggested we put this matter, finances, and bylaws on the agenda for our May meeting. He then suggested Good Energy host the TerraCycle campaign. There is currently a great deal of unused space in the back, and the type of people who are concerned enough about the environment to recycle are also potential patrons when entering the store to drop off. Greg, store manager, is Ms. Lipscomb's former neighbor. It was agreed she will approach him about this issue. Mr. Tribble stated he would support this if it can be done in one location. Ms. Lipscomb mentioned collection sites in outlying areas, such as Harman. It was decided to address Elkins first and report to the group at the next meeting.

9. Closing Comments
a. Next Meeting

The next regular meeting was scheduled for May 7, 2019 at 5pm.

The meeting was adjourned at 7:17 PM.

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