

Association of West Virginia Solid Waste Authorities

June 27, 2013 - Board Meeting Minutes-Corrected

The regular meeting of the Association of West Virginia Solid Waste Authorities met on Thursday, June 27, 2013 at the Old Parkersburg Courthouse, in Parkersburg, WV. Those in attendance were Chairman-Jeff Palmer, Secretary- Glenn Kocher, Treasurer-Michael Reese, Director-Howard Coffield, and Michael Grunau. Director-Lynne Lashley and Joyce Harris Thacker attended via conference call.

I. **Welcome and Introductions:** Chair Jeff Palmer welcome all attending in person and via conference call.

II. **Opening Comments:** Chair Jeff Palmer called the meeting to order at 1:00 p.m., and declared a quorum.

III. **Minutes:** Howard Coffield moved to accept the May 23, 2013 AWVSWA meeting minutes as corrected. Glenn Kocher seconded the motion. The motion passed unanimously.

IV. **Treasurer's Report:** The treasurer's report was emailed to the solid waste authorities and available at the meeting. Mr. Reese explained two of the line items on the education account: the Lunar Pages expense for the website has been paid, and that there is still a check that was written to Kyle O'Keeffe on December 13, 2012 that has never been cashed. Mr. Palmer reported that the Lunar Pages charge is for two years. As of May 31, 2013, the balance of the education account is \$20,747.69.

Mr. Reese explained two of the line items on the general account: the BB&T charge of \$21.00 the annual fee for safe deposit box that AWVSWA canceled but BB&T would not pro-rate as the account was closed two weeks after the original due date, the BB&T charge of \$9.95 for downloading the financial information one time per month. As of May 31, 2013, the balance of the general account \$35, 280.75.

Joyce Harris-Thacker moved to file the treasurer's report for audit. Howard Coffield seconded the motion. The motion passed unanimously.

V. **Old Business:**

VI. **New Business:**

A. **Conference Planning Updates-2013:** Chair Jeff Palmer reported on the following items:

1. **Speaker Gifts:** Sandy Rogers, Diana Haid and Carol Throckmorton will go to the Artisan Center in Davis, WV to get speaker gifts for the conference.

2. **Band for Conference:** The Davison Brothers Band will play on Sunday, October 13, 2013.

3. **Canaan Valley Status:** The renovations at Canaan are supposed to be done prior to the conference. Sandy Rogers, Diana Haid and Carol Throckmorton will go to Canaan in July or early August to check on the renovation progress and look for speaker gifts; therefore there will not be

Association of West Virginia Solid Waste Authorities

June 27, 2013 - Board Meeting Minutes-Corrected

any AWVSWA meetings in July. The conference committee meeting and board meeting will be at Canaan Valley in September.

4. **Conference Expenses:** Chair Jeff Palmer reported that travel arrangements need to be made for some of the conference speakers and that only up to \$500.00 can be charged to the AWVSWA credit card. Glenn Kocher moved to increase the limit up to \$2,000.00 for credit card charges to pay for conference speaker travel arrangements/expenses. Michael Reese seconded the motion. The motion passed unanimously.

Sandy Rogers will order speaker and committee member tags to be worn at the conference for members to know who to go to for assistance at the conference. Sandy Rogers will also order the bags that are distributed to conference attendees. The costs for these items will be subtracted from the amount the WV DEP REAP pays the AWVSWA for the conference as agreed upon in the conference memorandum of understanding.

- B. **Financial Questions:** Chair Jeff Palmer reported that there had been a question to the conference fees. Glenn Kocher moved to confirm the 2013 Conference Fees of \$165.00 per person, and the Canaan Valley room rate of \$99.00 plus tax for a total of \$117.24 per room per night. Howard Coffield seconded the confirm motion. The motion passed unanimously.
- C. **Scholarship Committee Report:** Chair Jeff Palmer reported that Cabell County SWA responded favorably to the scholarship information. Michael Reese reported that Jackson County SWA responded suggesting that scholarship committee "president" be changed to "chair". Mike Reese will send the suggestion to Scholarship Committee Chair, Sherrie Hunter. The correction will be made and submitted to AWVSWA members so the scholarship information can be voted on at the August 15, 2013 meeting.
- D. **Nominating Committee:** Chair Jeff Palmer asked Joyce Harris-Thacker, Roger Frame, and Tammy Bonar to serve on the nominating committee. The following positions need to be filled at the annual meeting: Secretary, Treasurer, and two Directors. Currently these positions are held by Glenn Kocher-Secretary, Michael Reese-Treasurer, Howard Coffield and Shirley Hyre-Directors.

VII. Solid Waste Issues from the Floor:

1. Mr. Kocher reported that his Brooke County SWA term ends June 30, 2014, and that he will not seek re-election, therefore the AWVSWA may want to consider someone else to be Secretary as his term ends this year.

2. Chair Jeff Palmer reported that he had been contacted by Monongalia County SWA requesting information on glass recyclers. The Monongalia County SWA currently has a glass recycling program but may have to discontinue it due to high costs and minimal revenue. Chair Jeff Palmer shared that he had received a name of a glass recycler from Brooke County SWA and passed it along to Monongalia County, but he wondered if there might be other vendors out there. There was discussion about the glass

Association of West Virginia Solid Waste Authorities June 27, 2013 - Board Meeting Minutes-Corrected

recycling programs in Charleston and Parkersburg. Chair Jeff Palmer will contact Paul Hayes at the Solid Waste Management Board to see if such information has been collected around the state and if it can be shared again with the solid waste authorities. It was suggested that an email could be sent to the solid waste authorities requesting such information.

VIII. Member's Forum:

- A. **Next Meeting:** There will not be a meeting in July. The next meeting is tentatively scheduled for August 15, 2013 in Parkersburg, W.V.

- B. **Adjourn:** Glenn Kocher moved to adjourn the meeting. Michael Reese seconded the motion. The motion passed unanimously.

Respectfully submitted,

Jeff Palmer, Chairman

Glenn Kocher, Secretary