

**MINUTES OF APRIL BOARD MEETING
HORRY COUNTY SOLID WASTE AUTHORITY, INC.
April 28, 2020**

The Horry County Solid Waste Authority, Inc. held an April Board Meeting on Tuesday, April 28, 2020, at 5:30 P.M., at the Authority's Administrative Office, 1886 Highway 90, Conway, South Carolina. In accordance with the Freedom of Information Act, notices setting forth the date, time, and place of the meeting were posted as required.

Chairman Hughes stated that due to the current SC State of Emergency and the mandate that limited the number of persons meeting in a location, this meeting was being held primarily via conference call with key staff members attending in person. He said a video of the meeting should be available for viewing on the SWA's website on Wednesday, April 29, 2020. Chairman Hughes indicated that anyone desiring to listen to the meeting in real time can call in to the conference call line at 843-626-0069 and use participant code 886283 to listen to the meeting. He stated that anyone wishing to speak during the Public Input segment of the meeting was advised to sign up by noon on Monday, April 27, 2020.

Board Chairman Michael H. Hughes attended the meeting in person and the following members participated via conference call Bo Ives, Vice Chairman; J. Michael Campbell, Secretary; Pam J. Creech, Treasurer; Samuel T. Johnson, Jr., W. Norfleet Jones and Carl H. Schwartzkopf.

Horry County Administrator, Steve Gosnell, Mr. Carlisle Berry and Mrs. Amelia Wood represented the public in attendance via conference call. There were no members of the media in attendance.

The following individuals were also in attendance: Danny Knight, Executive Director; Esther Murphy, Director; Jan Bitting, Director; Mike Bessant, Director; and staff members Nannette Powell and Cecil Terry.

CALL TO ORDER

Chairman Hughes called the meeting to order and Mr. Ives rendered the invocation.

PLEDGE OF ALLEGIANCE

Mr. Campbell led the group in the Pledge of Allegiance.

APPROVAL OF AGENDA

Chairman Hughes asked for any revisions to the Agenda as contained in the Agenda Packet.

Mr. Campbell moved to approve the Agenda as presented. There was a second by Mr. Jones and the Motion was carried.

APPROVAL OF MINUTES

Chairman Hughes asked for any questions on or amendments to the Minutes of the February Regular Meeting held on February 25, 2020, as contained in the Agenda Packet; however there were none.

Mr. Schwartzkopf moved to approve the Minutes of the Regular Meeting held on February 25, 2020. There was a second by Mr. Jones and the Motion was carried.

Chairman Hughes asked for any questions on or amendments to the Minutes of the Budget Workshop held on March 10, 2020, as contained in the Agenda Packet; however there were none.

Mr. Schwartzkopf moved to approve the Minutes of the Budget Workshop held on March 10, 2020. There was a second by Mr. Campbell and the Motion was carried.

Chairman Hughes asked for any questions on or amendments to the Minutes of the Special Board Meeting held on March 19, 2020, as contained in the Agenda Packet; however there were none.

Mr. Schwartzkopf moved to approve the Minutes of the Special Board Meeting held on March 19, 2020. There was a second by Ms. Creech and the Motion was carried.

PUBLIC INPUT

There were no requests to present Public Input.

Chairman Hughes asked the Board Members to please hold their questions until after the Executive Director and Directors gave their respective reports.

EXECUTIVE DIRECTOR REPORT

Recycling and Corporate Affairs Update – Mrs. Murphy offered an update of various projects in the Recycling and Corporate Affairs Division that were included as pages 21-30 in the Board Packet.

Conference Information Update – Mrs. Murphy offered an update on several upcoming conferences. She indicated that the South Carolina SWANA Spring Conference to be held at Pawleys Island was cancelled for this year. Mrs. Murphy explained that the SC SWANA Spring Conference at Pawleys Island would be rescheduled for May 2021. She commented that she would apprise the Board if there were any changes.

Caught Green Handed Update – Mrs. Murphy informed the group that the February “Caught Green Handed” winner was Ms. Tia Rangel. She indicated that Ms. Rangel used the Dog Bluff Recycling Center. Mrs. Murphy stated Ms. Rangel received a SWA prize pack and media recognition.

Mrs. Murphy informed the group that the March “Caught Green Handed” winner was Mr. Nicholas McDowell. She indicated that Mr. McDowell used the Dorman’s Crossroads Recycling Center. Mrs. Murphy stated Mr. McDowell received a SWA prize pack and media recognition.

Departmental Reports – Mrs. Murphy explained that the departmental reports for April 2020 highlighted the number of events that had been canceled due to the COVID19. She stated that the Public Education department was able to have an Earth Day Virtual Landfill Tour and Planting Craft. Mrs. Murphy indicated this was held on Facebook Live.

Mrs. Murphy remarked that she had spoken with Mr. Schwartzkopf and asked him if he saw the virtual tour of the landfill and MRF facility on Facebook Live. Mr. Schwartzkopf remarked that he did not have Facebook and asked how would people who do not have Facebook be able to view the tours. Mrs. Murphy discussed this with Mr. Schwartzkopf and decided to upload videos on the SWA’s website under the Public Education tab. She mentioned that staff had developed a YouTube channel specifically for the Public Education/Information that was now on the SWA’s website.

In addition, Mrs. Murphy stated that every Wednesday the SWA would now feature a video, virtual tour or a craft on their YouTube Channel under the name “Watch Out Wednesday” (WOW). She explained this would keep the SWA connected with the community and feature

information about various environmental issues. Mrs. Murphy indicated that she has reached out to the municipalities, television stations and Horry County to have the SWA's information on their public access channels.

UCS Monthly Pulls Report – Mrs. Murphy informed the Board that she had included an additional chart with the monthly pulls report for the recycling centers. She explained that this report was sent to Horry County each month and details what material was pulled from each center. Mrs. Murphy stated that this report also tracks the tonnage amount from each center as well. She advised the Board that the monthly pulls from the centers had increased by a net of 9% for the month of March 2020 as compared to March 2019.

Financial Reports – Mrs. Bitting offered an update of the following which was included as page 31-45 in the Board Packet.

Monthly Finance Reports – Mrs. Bitting stated for the period ending April 30, 2020, overall should be at 75% of budget. She indicated MSW revenue was at 75.66% of budget. Mrs. Bitting stated Construction and Demolition revenue was at 79.14% of budget and Yard Waste revenue was at 71.86% of budget. She stated the sale of recyclables revenue was at 58.4% of budget. Mrs. Bitting stated the Construction and Demolition Processing Facility revenue for April was \$313,577.16 and expenses were \$430,048.82 with airspace saved equating to 45.73 days. Mrs. Bitting commented the MRF revenue year-to-date was \$1,807,711.97 and the expenses year-to-date were \$3,087,695.10 with a savings of 75.97 days of airspace. She indicated net income for April was \$492,372.93 and year-to-date was \$1,727,595.76.

Mrs. Bitting stated that mixed construction had a decrease of 800 tons and municipal solid waste had a decrease of 4,000 tons. She believed this was due to the closing of the schools and area businesses during this pandemic.

Operations and Planning Update – Mr. Bessant presented the following update which was included as pages 46-60 of the Board Packet.

Landfill Update – Mr. Bessant indicated that the landfill had several bids out at this time. He stated one bid was for the crushing of concrete and asphalt and the other was for the stormwater bid for ponds four (4) and six (6) each needed maintenance and upgrades. Mr. Bessant indicated that the recertified Al-Jon would be delivered in late July.

Landfill Sales – Mr. Bessant commented since the pandemic the sales of compost and colored mulch have increased. He stated that in March 2019 the landfill sold about 143 tons of colored mulch for March 2020, 252 tons of colored mulch and compost has been sold.

HHW Update – Mr. Bessant indicated that on March 24, 2020 the Household Hazardous Waste facility had their third pick up for FY20 with MXI Environmental Services. He stated that 80,600 lbs. (40.3 tons) of paint and 24,950 lbs. (12.47 tons) of batteries were picked up for disposal. Mr. Bessant commented that the total of materials collected was equaled to 133,210 lbs. (66.60 tons).

MRF Update – Mr. Bessant stated that during February and early March that cardboard tonnage had increased between 3% to 5% but since the pandemic the tonnage has plummeted. He commented that the MRF has had a 400 ton decrease in cardboard. Mr. Bessant indicated that plastic prices have decreased along with the fuel prices.

MRF Floor Update – Mr. Bessant commented that the floor at the MRF facility has started to show signs of deterioration once again. He stated that he and Mr. Knight had negotiated an extended warranty and the company would repair the floor at no cost to the SWA.

MRF Retrofit – Mr. Bessant commented that MachineX was quarantined in Canada. He indicated the equipment was working fine and the MRF was still processing material. Mr. Bessant mentioned that rejects have also decreased.

Executive Director Update – Mr. Knight offered an update of the following which was included as pages 61-62 in the Board Packet.

Fiscal 2020 Budget – Mr. Knight stated that staff had done a great job on the projected budget. He indicated that he had spoken with Mr. Gosnell about the County's budget and recommended that the SWA would follow these guidelines. Mr. Knight commented that Horry County would maintain their 2020 budget because of the economic impact and hardship due to the pandemic. He stressed that staff would remain within the current budget until further review.

COVID-19 Update – Mr. Knight stated the SWA staff was doing well during the COVID-19. He indicated that SWA staff was very proactive with the taking of temperatures, the sanitizing of equipment and the separation of employees. Mr. Knight commented that at the present time the SWA has two (2) employees that met the COVID-19 guidelines. He indicated they were out because of childcare issues. Mr. Knight thanked the Board for their support.

Mr. Ives asked Mr. Bessant about the markets for recyclable and the impact that he has seen to an open market for materials. Mr. Bessant indicated that material was still being sold but for some companies it was better to purchase raw material instead of plastics.

Chairman Hughes asked Mrs. Murphy if the centers were having any problems. He commented that he had visited several centers around the County and each center had a high volume of traffic. Chairman Hughes asked both Mr. Bessant and Mrs. Murphy about the volume of material coming into the landfill from the recycling centers.

Mr. Bessant commented that a large volume of recycling material was coming into the MRF facility from the centers. He indicated that the recycling center pulls showed a significant increase coming from the centers.

Mrs. Murphy stated that all the centers have been extremely busy. She commented that staff has had a hard time keeping up with the volume of material that has been coming into the centers. Mrs. Murphy indicated it was difficult to keep the material off the ground. She stated that Horry County Parks/Recreation and Horry County Public Works Departments have done an excellent job helping keep the material off the ground. Mrs. Murphy explained that the Public Works helped at least three-days a week at various sites throughout Horry County.

Mrs. Murphy explained that the number of pulls since the pandemic equated to the number of pulls following Hurricane Matthew. She thanked Mrs. Bitting and Mr. Bessant for keeping the landfill open an additional two (2) extra hours on Saturdays. Mrs. Murphy commented that the trucks were able to pull 18/20 additional cans or compactors on Saturday afternoon which helped on the following day.

Chairman Hughes asked Mr. Bessant about the mulch and if the landfill had enough. Mr. Bessant commented that the landfill would have regular compost in the next three (3) weeks but had plenty of enhanced compost. He commented that staff had purchased 12 barrels of color for mulch.

COMMITTEE REPORTS

There were no Committee Reports to come before the Board.

OLD BUSINESS

There was no Old Business to come before the Board.

NEW BUSINESS.

Fiscal Year 2021 Operating Budget Plan – Mrs. Bitting explained that Horry County was going to maintain their current 2020 Operating Budget for FY2021. She commented that Horry County hoped to do an amendment to their FY2021 Operating Budget and was anticipating the third reading from Horry County Council on their budget. Mrs. Bitting remarked that the SWA 2020-2021 Capital Budget would remain the same. She explained that the capital budget projects were funded through the designated accounts.

Mrs. Bitting indicated that the SWA tipping fee increase was on hold for the present time. She indicated that the Unincorporated Collection System would have a budget increase this year. Mrs. Bitting explained at the direction of Horry County the UCS Division would receive some one-time money to use for their budget.

Mrs. Bitting informed the group she would have the final draft of the budget for the Board's approval at the next meeting. Mr. Knight commented that the budget would be reviewed again in six months and hoped for an economic turnaround. Mr. Ives asked if a Motion was needed from the Board. Chairman Hughes commented that this was for informational purposes only.

Performance Appraisal – Chairman Hughes reminded the Board that it was time for Mr. Knight's performance appraisal review. He stated that Mrs. Murphy would send each member performance appraisal sheets to complete and return to Mrs. Murphy by May 15, 2020.

Chairman Hughes stated that next month he would appoint a Nominating Committee to select a slate of officers for the upcoming FY2021. He asked Mr. Knight if the storage building was operational for The Store and if the Store was open. Mr. Knight replied that The Store was still closed.

Chairman Hughes stated that he had been reinstated as a Board Member and Mr. Carlisle Berry had been selected a new Board Member.

MOTION TO ADJOURN

There being no further business to come before the Board, **Mr. Ives moved, seconded by Mr. Campbell to adjourn the meeting. The Motion was carried** and the April Board Meeting was adjourned at 6:11 P.M.

Minutes approved on May 26, 2020.

HORRY COUNTY SOLID WASTE AUTHORITY, INC.

BY: _____ (L. S.)
Michael H. Hughes, Chairman

ATTEST:

_____(L. S.)
J. Michael Campbell, Secretary

_____(L. S.)
Pam J. Creech

_____(L. S.)
Bo Ives

_____(L. S.)
Samuel T. Johnson, Jr.

_____(L. S.)
W. Norfleet Jones

_____(L. S.)
Carl H. Schwartzkopf