

**MINUTES OF REGULAR MEETING
HORRY COUNTY SOLID WASTE AUTHORITY, INC.
September 27, 2016**

The Horry County Solid Waste Authority, Inc. held a Board Meeting on Tuesday, September 27, 2016, 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 mailed to the news media.

Present were the following Board Members: Pam J. Creech, Chairman; W. Norfleet Jones, Vice Chairman; Sanford C. Graves, Secretary; J. Michael Campbell; Treasurer and Board Members, Dan P. Gray, Michael H. Hughes and M. Lance Thompson.

Steve Gosnell, Director of Horry County Infrastructure and Regulation, represented the public in attendance and August Dittbenner of the Myrtle Beach Herald represented the media in attendance.

The following individuals were also in attendance: Danny Knight, Executive Director; Esther Murphy, Director; Bill Hilling, Director; Jan Bitting, Director; Mike Bessant, Director; and other staff members to include Chris Calhoun, Wayne Martin, Nannette Powell, Richie Stetter, Cecil Terry and Stephanie Todd.

CALL TO ORDER

Chairman Creech called the meeting to order and asked Mr. Gray to render the invocation.

PLEDGE OF ALLEGIANCE

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

APPROVAL OF AGENDA

Chairman Creech asked for any revisions to the Agenda as contained in the Agenda Packet. Mr. Knight asked for an amendment to the agenda. He asked if the easement request from Horry Electric could be discussed in the Executive Directors section of the Board Packet.

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

APPROVAL OF MINUTES

Chairman Creech asked for any questions on or amendments to the Regular Meeting held on September 27, 2016 minutes as contained in the Agenda Packet. Mr. Gray asked for a change in the Committee Reports of the minutes from the August 30, 2016 Regular Meeting. He stated a correction was needed for the minutes of the Finance and Administration Committee report regarding the Call A Doctor Plus program. Mr. Gray indicated a recommendation was forwarded from the Finance and Administration Committee to the full Board. He stated there was a motion, a second and a vote. Mr. Graves commented the information was forwarded from the Committee to the Board and there was no recommendation that he saw. Mr. Jones indicated he asked the Committee if there was a recommendation for or against the information from staff and Mr. Graves said it was information brought forward from the Committee. Mr. Gray specified this was passed in the minutes of the Committee report section. He commented this would not change the overall vote either way. Mr. Gray stated Mrs. Bitting had a copy of the minutes from the Finance and Administration Committee meeting held on August 18, 2016. Chairman Creech asked Mrs. Bitting to read the motion from the Finance and Administration Committee. Mrs. Bitting read "Mr. Gray moved to recommend to the full Board staff's recommendation to adopt the Call a Doctor Plus

program. There was a second by Mr. Thompson and the Motion was carried.” Chairman Creech stated the minutes will reflect this.

Mr. Jones moved to approve the Minutes of the Regular Meeting held on August 30, 2016, as amended. There was a second by Mr. Campbell and the Motion was carried.

PUBLIC INPUT

There were no requests to present Public Input.

EXECUTIVE DIRECTOR REPORT

Recycling and Corporate Affairs Update

Ms. Esther Murphy offered an update of various projects in the Recycling and Corporate Affairs Division that were included as pages 15-17 in the Board Packet.

FY 2016 Annual Progress Report Update – Mrs. Murphy stated the S.C. Solid Waste Policy and Management Act of 1991 (Act) requires each county to report the amount of municipal solid waste (MSW) recycled within its municipalities. She indicated staff annually completed several reports, including the Horry County Annual Progress Report, which determines the County’s recycling rate for the previous fiscal year. Mrs. Murphy stated staff contacted businesses within Horry County that perform any type of recycling. She indicated that businesses were not required to report any recycling within the County but were encouraged to do so. She informed the Board on August 4, 2016 staff began mailing and delivering surveys to 134 businesses, industries and governmental agencies requesting information pertinent to their solid waste and recycling activities during Fiscal Year 2016. Mrs. Murphy stated the SWA completed and submitted the County’s Annual Progress Report to SCDHEC on September 20, 2016. She informed the Board that in the spring, SCDHEC would complete their overall report and each county would be notified of their overall recycling rate for FY2016.

Caught Green Handed Update – Mrs. Murphy informed the group the August 2016 “Caught Green Handed” winner was Ms. Cutricka Richardson. She indicated that Ms. Richardson used the Kate’s Bay Recycling Center. Mrs. Murphy stated Ms. Richardson received a SWA prize pack and media recognition.

Mrs. Murphy asked the Board Members to review their contact information. She distributed a Committee Listing and Board Member Terms document and asked that each member review the information for accuracy. Mrs. Murphy reminded the group of the Plastic Bag Forum that would be held at the Lutheran Church on September 28, 2016 at 5:30pm. She invited the Board to the Annual Employee Dinner on November 4, 2016. Chairman Creech asked for the location of the event. Mrs. Murphy indicated the location had not been determined as of yet but the time would be 7:00 pm.

Operations and Planning Update

Mr. Hilling offered an update of the following which were included as pages 18-27 in the Board Packet.

Driver of the Month Update – Mr. Hilling stated the August Driver of the Month was Bruno DeVincentis from Pirate Land Campground. Mr. Hilling commented Mr. DeVincentis worked well with staff and was well deserving of the honor. He informed the group a letter was sent to Pirate Land Campground.

Piggyback Expansion Update – Mr. Hilling indicated the heavy rains have caused a delay in the project. He commented that the landfill received 7.38 inches of rain due to Tropical Storm Hermine. Mr. Hilling stated the contractor continued to work on the leachate lines. He informed the group the electronic detection test was scheduled for the first week of October. Mr. Hilling indicated the completion date would be November 11, 2016.

C&D Recycling Update – Mr. Hilling informed the group the Construction and Demolition facility processed 14,353.25 tons of material for this last fiscal year. He indicated this gives the facility a recycling rate of 78.60%. Mr. Hilling commented the material most recycled was clean wood, with 6,237.13 tons being processed. He stated since the program began a total of 223.87 days of airspace had been saved by recycling the material and not landfilling it. Mr. Gray commented Councilman Vaught had asked how many trucks were sent to the Construction and Demolition Facility. Mr. Hilling indicated 12% of trucks were sent to the processing facility. Chairman Creech informed Mr. Hilling she was very impressed with her tour of the landfill and thanked his staff for all they do.

Financial Reports

Mrs. Bitting offered an update of the following which was included as pages 28-50 in the Board Packet.

Monthly Finance Reports – Mrs. Bitting stated for the period ending August 2016 the SWA should be at 16.66% of budget. She indicated tipping fees overall had increased 8.43% over last fiscal year. Mrs. Bitting stated MSW revenue was at 22.41% of budget year-to-date. She indicated construction and demolition revenue was at 22.54% of budget and yard waste revenue was at 16.19% of budget year-to-date. Mrs. Bitting stated the Construction and Demolition Processing Facility saved 1.47 days of airspace transporting the reject materials out of county. She commented recyclable sales was at 11.21% of budget. Mrs. Bitting indicated Construction and Demolition Processing facility revenue was \$68,085.01 and expenses was \$83,565.22. She stated net income for August was \$504,980.97 but year-to-date was \$1,083,917.52. Mr. Gray asked if the \$1,083,917.52 was a credit. Mrs. Bitting replied that was correct and explained that recyclable sales had increased the last month and also the mixed construction had increased 34.34% over last year thus increasing year-to-date revenue.

Mrs. Bitting explained the MRF processed 4,566.35 tons for August. She stated the current market value for processed material was \$169.27 for August. Mrs. Bitting informed the group that tonnage sold for August was 2,787.35 tons. She commented that Charleston County was paid \$3,627.71 as part of the cost share. Mrs. Bitting indicated the total MRF revenue for August was \$480,643.35 and expenses were \$374,728.10 with an increase in revenue of \$105,915.25. She stated year-to-date total MRF revenue was \$833,790.67 and total MRF expenses were \$595,983.53 with an increase in revenue of \$237,807.14. Mrs. Bitting commented the MRF saved 10.59 days of airspace.

Chairman Creech asked that Mrs. Bitting about the increase in reject material. Mrs. Bitting replied that Mr. Bessant would explain the cause in his report.

Recycling Services & Special Projects Update

Mr. Bessant gave an overview for the following update which was included as pages 51-53 of the Board Packet.

MRF Update – Mr. Bessant informed the group the MRF operations had a good month and attributed this to a better work force. He commented that Charleston County had finalized the design on their MRF. Mr. Gray asked about the estimated completion date for the Charleston facility. Mr. Bessant stated October 2017. He indicated that market prices had decreased slightly. He explained that most of the material was coming in wet. He commented the MRF was selling more domestic material than export. Mr. Bessant indicated the domestic price was \$20 per ton less than export. Mr. Gray asked about the domestic markets in the U.S. Mr. Bessant indicated Georgia-Pacific and Sonoco were the US markets. Chairman Creech asked if there was any equipment that could dry the material before it was sent abroad. Mr. Bessant replied no. He indicated the reason for higher rejects volume was because the wet material could not be processed.

Executive Director Update

Mr. Knight offered an update of the following which was included as pages 54-56 in the Board Packet.

Cost of Services and Rate Study Time line Update – Mr. Knight indicated the draft report for the cost of services and rate study was due on November 7, 2016 and the final report from the firm was due November 15, 2016. Chairman Creech asked Mr. Knight if he would keep the Board informed. Mr. Knight commented he would keep the Board apprised on the progress of the cost of services and rate study.

Green Tie Luncheon Update – Mr. Knight asked those who attended the Green Tie event to give an update. Mr. Campbell said he enjoyed the fellowship and had a great time. Chairman Creech commented she also had a good time and enjoyed the interesting conversation.

Horry Electric Cooperative Right-Of-Way Easement Update – Mr. Knight informed the group he was contacted by Horry Electric Cooperative about a 30' foot right-of-way easement on the MRF property close to International Drive. Mr. Thompson asked how many poles would be moved. Mr. Knight commented that 8 or 9 poles would be moved. Chairman Creech asked if there would be any cost to the SWA. Mr. Knight replied no. Chairman Creech asked how many acres would be in the easement. Mr. Knight said he did not know the acreage amount. Mr. Graves asked if the SWA could grant Horry Electric Cooperative an easement. Mr. Knight indicated the SWA Board could grant the easement.

Mr. Thompson moved to grant Horry Electric Cooperative a 30' foot right-of-way easement on the MRF property. There was a second by Mr. Campbell and the Motion was carried.

COMMITTEE REPORTS

Operations & Planning Committee Meeting – Committee Chairman Mike Campbell stated the Operation and Planning Committee meeting was held on September 13, 2016. He indicated that Committee Members Pam Creech, W. Norfleet Jones were present. Other board Members included Sanford Graves and Dan Gray. Mr. Campbell commented the group toured the landfill and MRF facilities. He commented the landfill, composting and Construction and Demolition Facility looked great. Mr. Campbell asked Mr. Hilling if the sale of the compost and colored mulch was advertised. Mr. Hilling commented he and Mrs. Murphy had discussed the advertising for the material sold at the landfill. Mr. Hughes asked how was the mulch colored. Mr. Hilling explained that Ameri-Mulch products were used and were environmentally safe. Chairman Creech asked Mr. Hilling how many schools were participating in the food waste composting program. Mr. Hilling commented several elementary schools and Coastal Carolina University were participating in the program.

Mr. Campbell stated the MRF facility looked good. He commented Mr. Bessant, Mr. Cannon and Mr. Stetter gave the tour of the equipment and the facility. Mr. Campbell indicated there were concerns with OSHA about the stacking height of baled materials. He asked Mr. Bessant if there was a need for additional storage space. Mr. Bessant indicated additional storage space was needed. He reminded the group of the building Mr. Hilling had constructed for carpet recycling. He commented that building was constructed for \$45,000. Mr. Thompson asked about the property behind the MRF and whether it was an option. Mr. Bessant indicated he and Mr. Knight had discussed the trading of property. Ms. Creech asked Mr. Bessant when the Charleston MRF opens its facility would the MRF still need extra storage space. Mr. Bessant commented before receiving the Charleston material the MRF needed additional storage space to keep the material out of the elements. Ms. Creech thanked Mr. Bessant and other exempt employees who have worked countless hours at the MRF facility. She discussed through the budget process the need to replace the temporary employees with upgraded equipment to handle the volume of material. Mr. Campbell asked Mr. Bessant if he would review the possibilities of the purchase of an optical sorter intergraded into the current equipment. Mr. Bessant commented the cost would be \$1.2 or \$1.5 million to upgrade the equipment for the MRF but the volume of material would have to stay current in order for the upgrade to be cost effective. He explained without the Charleston material it would take seven or eight years for the equipment to pay for itself. Mr. Gray asked if Charleston facility would have the optical sorters. Mr. Bessant commented the new facility would have them. Ms. Creech commented without personnel costs and insurance the optical sorter would be beneficial and pay for itself.

Recycling & Corporate Affairs Committee Meeting – Committee Chairman Lance Thompson stated the Recycling and Corporate Affairs Committee Meeting was held on September 14, 2016 at 2:00 pm. He indicated Committee Members Pam Creech, Michael Hughes were present. Board member Dan Gray was in attendance. Mr. Thompson discussed the Waste Characterization Study was presented and informed the Board a lot of great information was given. He stated Mr. Knight presented the information to the I&R Committee. Mr. Thompson commented the study would be beneficial to the rate study. He indicated the Committee reviewed the Public Education calendar. Mr. Thompson reminded the group of the public forum on plastic bags. Mr. Gray asked what state banned cardboard. Mr. Bessant commented some counties in North Carolina had bans on cardboard, glass and aluminum. Ms. Creech reminded the Board of the forum with the League of Women Voter on the plastic bag ban at the Lutheran Church. Mr. Thompson stated there were no items for action and no votes were taken.

Finance & Administration Committee Meeting – Committee Chairman Sanford Graves stated the Finance and Administration Committee Meeting was held on September 14, 2016 at 3:00 pm. He indicated Ms. Creech was also in attendance. Mr. Graves commented Mrs. Bitting gave an overview of the Charleston County update was the same presentation given at the I / R meeting.

Mr. Graves stated the US Department of Labor has issued a revision to the white-collar exemptions under the Fair Labor Standards Act. He commented that the salary level required for exemption had increased from \$23,660 annually to \$47,476. Mr. Graves indicated this would go into effect on December 1, 2016. He stated this law would affect five staff members; two recycling coordinators, two supervisors at the MRF and one supervisor in the UCS department. Mr. Graves discussed the changes with the recycling coordinators duties which would reduce the number of events attended including some Saturday and evening events. Mr. Graves indicated no action or votes were taken.

Mr. Graves informed the Board of the Finance and Administration Committee meet on October 19, 2016 at 3:00 pm and that November's meeting date would be November 16, 2016 at 3:00 pm.

OLD BUSINESS

There was no Old Business to come before the Board.

NEW BUSINESS

- a. **Contingency Funds Request** – Mr. Hilling informed the Board of a fire in Side-Riser #6 damaging the panel, a section of 18” HDPE pipe and a leachate pump. He was requesting contingency funds to replace the damaged equipment. Mr. Hilling indicated the estimated damages would not exceed \$30,000.

Mr. Campbell moved to approve contingency funding not to exceed \$30,000 to cover the cost to replace Side-Riser #6 panel, leachate pump, wiring and a section of 18” HDPE pipe resulting from fire damage. There was a second by Mr. Graves and the Motion carried.

- b. **Roundtable Discussion** – There was no Roundtable discussion.

MOTION TO ADJOURN

There being no further business to come before the Board, **Mr. Jones moved, seconded by Mr. Campbell to adjourn the meeting. The Motion was carried** and the Regular Meeting was adjourned at 6:40 P.M.

Minutes approved on October 25, 2016.

HORRY COUNTY SOLID WASTE AUTHORITY, INC.

BY: _____ (L. S.)
Pam J. Creech, Chairman

ATTEST:

Sanford C. Graves, Secretary

J. Michael Campbell

Dan P. Gray

Michael H. Hughes

W. Norfleet Jones

M. Lance Thompson