



WEST VIRGINIA SOLID WASTE MANAGEMENT BOARD

601 57TH St. SE, Charleston, WV 25304
Mark D. Holstine, PE. Executive Director
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Board Meeting Minutes September 30, 2026 11:00 a.m.

I. Call to Order

II. Roll Call

Present: Mallie Combs, Tim Blankenship, Roger Bryant, Jason Frame, Yogesh Patel, and Howard Coffield

Absent: Steve Pilato.

Board Counsel: Kelley Goes, Esq.

Staff: Mark Holstine, Sarah Roncaglione, Kelly Vickers, Niki Davis, Cathleen Salmons, Isaiah McCoy, and Kristopher Trabert

Visitors Listed: Tony Goldon - Marion County SWA, Laura Stiller – Marion County SWA, Sloan Smith – Whitecap Waste, Nicole Hunter – Kanawha County SWA, Rick Buckley – Jackson County SWA

III. Approval of Minutes of August 20, 2026, Board Meeting

The minutes of the previous meeting were approved as distributed with a motion for approval made by Tim Blankenship and seconded by Jason Frame.

IV. Financial Reports

A. Financial Statements

Presenting the July 2026 financial statements, Ms. Salmons confirmed that the balance sheet and income statement remain stable. She noted that the office expenses are due to the purchase of Code Book Updates. The Insurance cost charges reflect our quarterly BRIM payment.

B. Purchasing Card Report

Ms. Salmons presented the P-card report, she explained that the charges listed as Hampton Inn were for lodging during the SWMB's site visits to Nicholas County.

C. Assessment Fee and Tonnage Data

Ms. Salmons reported the total monthly revenue of assessment fees collected was \$306,117.92. Additionally, county assessment checks averaged \$2,152 for the month.

D. Grant Status Report

Ms. Davis presented the grant operations status report. The following key timelines and updates were noted:

- **FY 2026 Reporting:** Only one county required an extension, which terminates on October 29, 2026. Their final report is due by November 28, 2026.
- **FY 2027 Reporting:** The deadline for the FY 27 semi-annual reports is established for February 22, 2027.

V. Standing Committee Reports – None

VI. Executive Director Report.

Pocahontas County – The update regarding Pocahontas County was presented with the following key points noted:

- **SWA Meeting Attendance:** The next Solid Waste Authority (SWA) meeting is scheduled for September 30, 2026, at 5:30 PM. Director Holstine is planned to attend.
- **Personnel Updates:** A new office administrator was hired by the Authority and commenced employment on Monday, September 28, 2026. This follows the recent hiring of a new clerk.
- **Staff Operations Support:** Ms. Cathleen Salmons conducted a site visit two weeks prior to assess local office operations. This preliminary assessment enabled Solid Waste Management Board (SWMB) staff to provide targeted, informed guidance to the incoming office administrator on her first day.

Tucker County

Cell Construction Update: The detection layer and geomembrane for the next cell are currently in place. The next phase of construction involves the installation of the clay liner and synthetic liner. Completion is projected for **mid-to-late October 2026**, subject to weather conditions.

FY Year-End Financial Review: Management reviewed the year-end financial report previously delivered by Mark Joseph at the August meeting. Key financial performance metrics included:

- **Tonnage:** Total tonnage increased by 23% year-over-year.
- **Operating Expenses:** Total operating expenses rose by 34%, driven by elevated maintenance costs, equipment rentals for stone and clay crushing, and screening activities tied to new cell construction.
- **Labor Costs:** Employment costs increased by 13% due to preparatory hiring for the cell construction project.
- **Net Income:** Driven by the surge in tonnage, net income increased by 93%.
- **Liquidity Ratio:** The Total Asset to Total Liability Ratio remains strong at 2.43.

Wayne County

- **Meeting Attendance:** Director Mark Holstine and Ms. Niki Davis attended the Wayne County Solid Waste Authority (SWA) meeting on September 14, 2026.
- **Intergovernmental Collaboration:** Representatives from the Solid Waste Management Board (SWMB) are actively providing technical assistance to facilitate collaboration between the SWA and the Wayne County Commission. Both local entities are working to establish a cooperative framework to enhance recycling initiatives and litter control programs throughout the county.

Nicholas County – SWMB is prepared to recommend that the authority be removed from supersedure status. A comprehensive status report is included in the September board packet.

Recycling Coalition

- **TRI/Tyrex Resources Facility Tour:** On September 8, 2026, a tour of the TRI/Tyrex Resources Facility in Weston was conducted. Management reviewed the following operational updates provided by Tyrex:

Material Processing Breakdown: Approximately 80% of received tire products are shredded and placed into the monofil. The remaining 20% is graded and sorted for various specialized markets.

Market Distribution: Diversified end-markets include private consumers, agricultural users, the Department of Highways (DOH) for tractor tire barrel walls, Bionic Tire Recycling for semi-truck shred, high-quality grade exports to New Jersey for international reuse, and metal recycling streams.

State Contracts: Tyrex maintains two statewide regional contracts under the Department of Environmental Protection's (DEP) Tire Remediation program, providing collection and transportation services for designated counties.

Strategic Discussions: Discussions regarding the operation's economic sustainability, future marketing strategies, and legislative potentials were held during the tour and subsequently reviewed with the Recycling Coalition Board of Directors on September 10.

- **Coalition Meeting:** The Coalition convened on September 10, 2026, and finalized the following administrative items:

Elections: Nomination and election procedures were officially finalized.

Logo Contest: Organizational procedures for the upcoming Logo Contest were finalized, with the official submission window open through November 28, 2026.

Public Education and Outreach

- **Raleigh SWA Fall Festival:** Staff members Isaiah McCoy and Kristopher Trabert represented the organization at the Raleigh Solid Waste Authority (SWA) Fall Festival on **September 12, 2026**. Two educational exhibits were established on behalf of the Solid Waste Management Board (SWMB) and the Recycling Coalition of WV, Inc.:
- **SWMB Landfill Education Exhibit:** This exhibit focused on landfill operations and education. It featured a newly purchased Enviroscope Waste Management Landfill & Recycling Model, which was utilized to provide interactive visual demonstrations to attendees.

- **Recycling Coalition Exhibit:** This exhibit provided public education centered on the degradation timelines of common household waste items, regional recyclability standards, and prevalent litter mitigation issues.

Putnam SWA - On September 14th Niki Davis, Isaiah McCoy, and Kristopher Trabert attended the Putnam SWA board meeting where they presented the 2026 Recycling Champion Award to Brian Holley, who is an attendant at the county recycling drop-off sites.

Kelly Vickers has resigned from her position with the SWMB to pursue a new career opportunity. During her time here, Kelly has done an outstanding job and will be greatly missed by the entire team. SWMB Staff wish her the very best of success in all her future endeavors.

Virtual Meetings - Director Holstine initiated a discussion regarding the feasibility of virtual SWMB Board meetings following recent inquiries. General Counsel recommended forming a subcommittee to evaluate policy, technical, and operational requirements. Following board discussion, the consensus was to maintain current meeting procedures and forgo establishing a subcommittee.

Other – As was conducted the previous Fiscal year the BFAS team sent out information requests to all 50 SWAs to obtain base operational information from each SWA. Responses have been received from about half of the SWAs, with a reminder email going out in October to those who have not yet submitted the requested information.

VII. Unfinished Business – None.

VIII. New Business - None

IV. Miscellaneous Business – None.

X. Public Comment – Limited to three minutes.

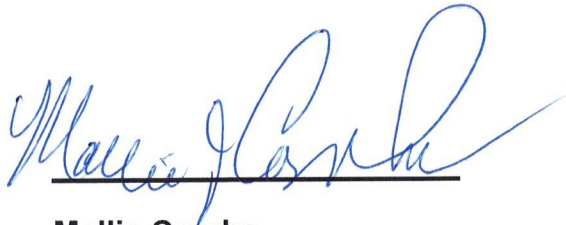
XI. Next Meeting.

Chair Combs set the next meeting of the Solid Waste Management Board for Wednesday, October 21, 2026, at 11:00 a.m.

XII. Adjournment.

With no further business on the agenda, Chair Combs adjourned the meeting at 11:52 a.m.

Respectfully submitted,



Mallie Combs
Chair



Mark Holstine
Secretary/Treasure