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**AGENDA**

Monday Sept,8th 2025

4:00 p.m.

1. Roll Call.
2. Approval of Minutes of the August,11th, 2025 meeting
3. Financial Reports
   1. Financial Statment for April
   2. YTD P&L
   3. Financial Statment YTD
   4. Reconciliation Report
4. Directors Report

Truck titled to PCSWA, Chipper Maintenance update, Could not be more happy with the centers operation, MSW Meeting,

1. Unfinished Business
   1. Confernce Registration and room reservation is complete. ($2,424.03)
   2. MOU Signed and filed.
   3. Cover / Carport for Chipper
2. New Business
   1. Motion to remove Connie Boggess from the bank accounts and add Chair Jason Asbury as the third signature on the City Nation Bank Accounts.
   2. Motion to approve fundraising / sponsorship program (Attached)
   3. Motion to approve Recycing Bags Program. (Attached)
   4. Motion to seek bids for insurance on the truck.
3. Miscellaneous Business
4. Public Comment – Limited to three minuets
5. Next Meeting (Oct, 13th 2025 PCSWA office)
6. Adjournment

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**Recycling Bag Project Proposal**

**Project Overview**  
The Putnam County Solid Waste Authority (PCSWA) is proposing the creation of heavy-duty, multiuse recycling bags to encourage cleaner, more efficient recycling throughout the county. Modeled after the durable bags used by stores such as Aldi, these reusable bags will display the PCSWA logo on the front to promote our mission and services. The reverse side of each bag will feature 3–4 local business sponsors, highlighting their support for community recycling initiatives.

**Purpose and Community Impact**  
The goal of this project is to provide residents with a convenient and reusable option for storing and transporting recyclables. Rather than using disposable bags or loose containers, residents will have the option to purchase these PCSWA recycling bags for just $2 each. This affordable price point ensures wide accessibility, while also instilling a sense of ownership and pride in the recycling process. By normalizing the use of a uniform “recycling bag,” PCSWA hopes to increase participation, reduce contamination, and streamline recycling drop-offs.

**Project Budget and Funding Model**  
The total project cost will not exceed $2,500, which will cover design, production, and printing of the bags. Funding will be offset through two main avenues:

1. Business Sponsorships – Sponsors’ logos will be printed on the back of the bags in exchange for a financial contribution, helping to underwrite production costs.
2. Bag Sales – Residents will purchase bags at $2 each, which will recoup the project expense and create a sustainable cycle for future re-orders.

**Implementation Plan**

* Design & Sponsorship (1 month): Finalize bag design with PCSWA branding and secure commitments from 3–4 local sponsors.
* Production (1 month): Place the order with the selected manufacturer for up to $2,500 in bags.
* Distribution (Ongoing): Bags will be made available for sale at PCSWA recycling centers, community events, and gifted through outreach programs at schools and civic organizations.

**Measuring Success**

* Number of bags sold and in active use.
* Increase in recycling participation and reduction in contamination at drop-off sites.
* Positive community feedback and repeat orders from residents.

**Conclusion**  
The PCSWA Recycling Bag Project is a low-cost, high-impact initiative that directly benefits both residents and the environment. By combining community engagement, sponsorship opportunities, and practical tools for recycling, this project offers a sustainable and visible way to strengthen local recycling efforts.

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**Request for Permission to Accept Sponsorships and Donations**  
**To: West Virginia Ethics Commission**

The Putnam County Solid Waste Authority (PCSWA) is respectfully requesting permission to establish a sponsorship and donation program to support the operation of our Recycling Drop-off Sites. We have recently been approached by local residents and business owners expressing interest in supporting our recycling efforts, and we would like to create a transparent and ethical pathway to accept this support.

PCSWA proposes to allow local businesses to sponsor advertising signs displayed inside the recycling center along our fence line, which currently sees an average of 250 cars per week. In addition, PCSWA would like to offer businesses the opportunity to sponsor reusable recycling bags for residents. To recognize the support of individuals, we also propose creating a “Wall of Donors” sign to display the names of residential contributors.

All funds received will be deposited into a designated bank account for restricted use. The primary purpose of these funds will be to serve as an emergency reserve to cover hauling costs in the event PCSWA experiences shortfalls in general funding. Any remaining funds at the end of each year will be used to expand our operation to more of the county and to sponsor local youth attendance at the West Virginia Department of Environmental Protection’s Youth Environmental Camp, ensuring that community support directly benefits both our growing recycling program and environmental education efforts.

We believe this program provides a fair, community-driven approach to sustaining recycling services while also engaging businesses and residents in environmental stewardship. PCSWA is committed to full transparency and accountability in managing these sponsorships and respectfully requests the Ethics Commission’s approval to proceed.

Respectfully submitted,  
Rob Vanater  
Executive Director  
Putnam County Solid Waste Authority