



Beaufort County Solid Waste and Recycling Board Meeting

Council Chambers, 100 Ribaut Road, Beaufort, SC

Thursday, July 23, 2026 at 2:00 PM

MINUTES

Watch the video stream available on the County's website to hear the whole discussion or presentation on a specific topic or the complete meeting. <https://beaufortcountysc.new.swagit.com/videos/206535>

Attendees:

Bryan Durrance, District 1
James Berry, District 2
Michael Bennett, District 3
Sally Dennis, Chair, District 7
Megan Fitzpatrick, At Large
Scott, Songer, At Large
Bradley Harriott, Beaufort County Public Works
Pamela Cobb, Beaufort County Public Works
Victoria Hoffman, Beaufort County SWR
Alyssa McCracken, Beaufort County SWR
Libby Bergmann, Beaufort County SWR
Alysia Elston, Beaufort County SWR
Jesus Rodriguez, Beaufort County SWR
Cynthia Martin, Beaufort County Public Works
Kelly Holjack, Litter Control Supervisor
Matthew Riccobene, BCSO
Cynthia Martin, Beaufort County Public Works

Absent:

Larry Beckler, District 4
Lawrence Bryan, District 5
Marc Feinberg, District 9
Chris Vaigneur, MCAS Liaison
Brad Woods, MCRD Liaison
David Bartholomew, County Council Liaison

1. **Call to Order:** Sally Dennis - 2:00 PM
2. **Approval of Agenda:** Motion and second by Mr. Berry and Ms. Fitzpatrick; approved
3. **Approval of Minutes:**
 - **May 28, 2026** – Motion and second by Mr. Berry and Ms. Fitzpatrick; approved
4. **Introductions:** Completed
5. **Public Comment:** None
6. **Reports**

Budget: The majority of expenditures have already been processed and all three of the largest expenditures hauling, disposal and recycling all closed within their targeted budget ranges. Next meeting the Board will be provided a comprehensive year end report similar to the annual report submitted to State, but with a little more information.

Operations:

- a. The requested FY27 CIPs and required maintenance at the convenience center sites fell under Facilities Maintenance so that will not come out of Solid Waste funds. The kiosk huts are in place at Shanklin and functioning. Facilities Maintenance is working on installing the new procured huts at the smaller centers Sheldon, Big Estate, Lobeco, Cuffy, and Coffin Point. We are still working with Facilities Maintenance on the huts for Hilton Head since the layout is different, but they will have hut improvements also.

- b. We are trying to ramp up on quarterly staff training for the centers to go over recycling and new initiatives such as composting.
- c. Residential Hauler passes are completed for FY27, Haulers that do not have a FY27 pass are not permitted to dump on the County contract. All the Haulers have to sign our form saying that they have received the District Map, State Legislation based off of Solid Waste Hauling and the Beaufort County Ordinance for tipping residential waste, they have to provide customer recycling services and tarp their loads.
- d. HDR, we hired them to develop a Solid Waste Program Handbook, the most recent handbook was created in the 90's so it is outdated. It's going to highlight operations, standard operating procedures for each position, general solid waste management practices, the grants we receive, how we function daily, and how field crews work. This way all information is in one centralized location. If there are any changeovers it will be something to refer back on to preserve our institutional knowledge and allow us to transfer over procedures, responsibilities and so forth.

Compost Pilot Program:

- a. We have gained National recognition through the US Composting Council, as well as State recognition. Victoria Hoffman spoke at the APWA Conference, Emerging Leaders and Women's Leadership Summit that Beaufort County hosts about the composting program. Beaufort County Solid Waste hosted other Solid Waste Professionals within South Carolina who were interested in the program and SC Department of Environmental Services. They toured the Shanklin Convenience Center where we have food waste drop off and composting unit. We also shared education and background sessions on how we procured the Grant and how we came to where we are now. Libby shared her outreach initiatives that she is starting which also gained a lot of attention from the municipal partners.
- b. We have collected 27,596 pounds of yard and food waste collected in the last couple weeks. 15,068 pounds has come from the Convenience Centers, and 8,646 pounds has come from local businesses. 10,169 pounds of yard debris has been diverted and combined with food waste to compost. We have procured more roll carts for food waste to be distributed to the Convenience Centers, local businesses that we have partnered with and hopefully in August with some schools.
- c. We are currently looking into expanding our site that will fall under our conditional exemption permit. We kind of restricted on the area based off cubic yard of area we can take up for material that is being actively composted and material that needs to be composted based off food waste and the material that could potentially cause hazards. We are working with the State and our procurement team to see what we can do and the funding for that.
- d. Ribbon cutting ceremony and presentation about the background of the composting program and the debut of Mossy animation/tv commercial that will be run on our social media platforms, tv and BC TV to increase awareness and encourage participation.
- e. We will be appealing to Beaufort County school District to hopefully service the schools with diverting food waste to composting. Currently there are some charters schools and private schools that participate in the program. The program is voluntary it is not mandated; we are planning an outline package to present to the School Board.

Tires:

- a. Completed first few hauling operations of tires, based on FY26 costs for the third-party vendor compared to our current expenses, we are estimating \$70,000 in cost savings, that does not include fuel consumption, time and operations for staff. FY26 \$92,548 was spent on tire hauling the invoices and data we received from the tire hauler was not adding up correctly. So FY27 purchase order is for \$25,000 for tire hauling in house and that is with a little bit of a buffer.
- b. Solid Waste has procured a tire derimder from Fleet at no cost, but it does need a couple hundred dollars of work and staff training, so we can derim the tires to save money at the recycle center and recycle the metal rims for money.

Grants:

- a. The annual report has been submitted to NIFA the USDA Grant, our finance team is working on submitting the SF425 which is the finance document when you receive Grants.
- b. We are still working on the Palmetto Pride Grant which they go by calendar year, and we still have some

funds to spend within that account, which will help with our litter control prevention efforts.

- c. The SC Department of Environmental Service FY26 final reports and reimbursements have been submitted, and we are still waiting to hear back on our FY27 requests. We did receive some information this week from the State and their finance team that they are taking a more rigorous look so that has delayed providing awards.
- d. There is another Grant coming for disaster recovery. Victoria will be working with our disaster recovery manager to create a debris management plan for Solid Waste Department if we are in the path of a hurricane.

Budget:

- a. We did receive the FY27, the FY27 operational budget requested was approved, but not the FY27 Capital Improvement Project requests.
- b. The previous FY26 CIP funds were placed into a bond account, so those funds are going to be rolled over in September. Any changes or deviations to the approved project list has to go to County Council for approval and ordinance change. The FY26 approved CIP projects that need to be completed are household hazardous waste storage area that's located at Shanklin, the compost program, the Convenience Center upgrades and the tire project. Completed project is the tire storage area on Benton Field Rd that will allow us to store tires with the DES Permit; we still have funds available in that account which we are trying to move into our compost account.
- c. Equipment that was approved is a compartmentalized roll off container for recycling, which will go to one of the smaller Convenience Centers. A compost screener, which will improve efficiency and quality of our compost operations. Lastly a U Dump trailer, which is going to assist us in our e-waste collections and tires.
- d. FY27 Fleet and staffing approved is a F-550 flat truck bed with a lift, which will mainly support the composting program, but will also be able to transport any bulky items. Also, an F-250 truck to support filed operations. For staffing 1 additional foreman and 2 lead Convenience Center attendants were approved.
- e. The RFP waste hauling contract is up for renewal this FY27 it will expire June 2027.
- f. Within the next 2 years our construction and demolition contract will be ending, so we have already started looking for companies that recycle construction and demolition material.

Reporting: SC Department of Environmental Services requires us to report solid waste tonnage, recycling tonnage, full cost, residential recycling and we encourage businesses and commercial entities to report commercial recycling tonnage, which are due September/October timeframe.

Goals:

- a. Discussed in last meeting of establishing goals, the goals are outlined in the Solid Waste Management Plan which has been emailed to the Board. We will continue to review and update those goals, the back portion is a table, and we have already accomplished some of those goals and some have been taken off because they were not feasible for Beaufort County. Mike Bennett asked if the Board could be a part of setting goals and how often does the Solid Waste Management Plan have to be updated? Victoria answered yes, the Board can participate in setting goals, and it is mandated State legislation the Solid Waste has to update the Solid Waste Management Plan every 20 years. Victoria will email the Board her notes on the changes to the Solid Waste Management Plan. Scott Singer asked how the Board could be more involved with setting goals for the Solid Waste Management Plan and how to do that? Victoria answered by forming committees of no more than 2 voting Board members to discuss action plans, goals and any other committee that the Board would like to form.

Staff Report:

- a. Libby Bergmann spoke about starting to teach within the district schools and sharing at the upcoming professional development with teachers about the education programming she offers. Also have started preparing a resource kit and a walk through the composting campus. One of the first schools will be Riverview Charter School, they are getting ready and are very close to having everything support wise. She also spoke about the DES visit with representatives from Hampton, Greenwood and Berkley County with Beaufort County's waste reduction and they asked a lot of questions on outreach and was able to provide a lot of good feedback. Have also gone to some of the farmer's markets and been having good interactions, such as waste reduction at the farmer's market.

7. New Business:

a. Megan Fitzpatrick made a motion to codify the initiatives presented to Hilton Head for the purpose of a framework for discussion for Hilton Head for Administrative consideration. The three initiatives are:

1. Establish a solid waste transfer station as per the Town of Hilton Head strategic plan.
2. Create a business recycling incentive program.
3. Integrate a composting program on Hilton Head.

Scott Singer seconded the motion. Megan Fitzpatrick is going to back to Town of Hilton Head and push for these initiatives.

b. Megan Fitzpatrick would like to bring back the recycling at Hilton Head Airport. Megan and Victoria have been in contact with the airport director on bringing back recycling to the airport and creating a subcommittee to head this initiative.

8. Public Comment: None

9. Adjournment: 3:08 PM