

STATE OF WEST VIRGINIA, COUNTY OF UPSHUR, CITY OF BUCKHANNON, TO WIT:

A regular meeting of the City of Buckhannon Waste Collection Board was held at City Hall on June 7, 2018 at 4:00 p.m. The following were in attendance:

Mayor	David McCauley	Present
City Recorder	Colin Reger	Present
Administration & Finance Director	Amberle Jenkins	Present
Board Member	Nathan Fetty	Present
Board Member	Mary Albaugh	Present
Public Works Director	Jerry Arnold	Present
Waste Superintendent	Jeff Wamsley	Present
City Engineer	Jay Hollen	Present

Meeting Agenda Posted 06/04/18

***City of Buckhannon Waste Board – 4:00 pm at City Hall in Council Chambers
Meeting Agenda for Thursday, June 7, 2018***

- A. **Call to Order**
 - A.1 **Moment of Silence**
 - A.2 **Pledge to the Flag of the United States of America**
- B. **Recognized Guests**
 - B.1 **Nate Kennedy Forest Management Services**
- C. **Financial Report-Amby Jenkins**
 - C.1 **May 2018**
- D. **Department Report-Jeff Wamsley**
- E. **Correspondence and Information**
- F. **Consent Agenda**
 - F.1 **Approval of Minutes 05/03/18**
- G. **Strategic Issues for discussion and/or vote**
 - G.1 **Bid Opening for Timber Sell at Upper Pecks Run Property**
 - G.2 **Approval to Purchase New Used Oil Burner-Possible Budget Revision**
 - G.3 **Employee Pay Increase**
 - G.4 **Discussion/Update Installation of GPS Cameras**
- H. **Board Members Comments and Announcements**
- I. **Mayor's Comments and Announcements**
- J. **Adjournment**

Posted: 06/04/18 ***Next Meeting July 5, 2018 at City Hall in Council Chambers. ***

Mayor McCauley called the meeting to order followed by a moment of silence for those who need our best thoughts, wishes and prayers, and to be mindful of recent events involving Officer Tom Posey then the pledge to the US Flag lead by new board member Nathan Fetty.

Recognized Guests

B.1 Nate Kennedy Forest Management Services: Kennedy remarked that he was approached in 2011 by Jerry Arnold to complete a timber appraisal for Upper Pecks Run property. The appraisal was completed and problem areas were identified. In 2017, the City approached Kennedy to attempt to put together a timber sale without doing a clear cut.

The City has received three bids for the Upper Pecks Run timber.

Motion Albaugh/Fetty to move G.1 Bid Opening for Timber Sell at Upper Pecks Run Property up from Strategic Issues; motion passed.

Notice of Legal Ad-Accepting Bids:

May 10, 2018

Record Delta Newspaper
P.O. Box 550
Buckhannon, WV 26201

Dear Sirs:

Please publish the following notice; accepting sealed bids, as a Class II legal advertisements on the following dates:

Monday, May 14, 2018
Monday, May 21, 2018

Following the publication of the attached legal advertisement, please forward your Publisher's Certificate and Affidavit along with your Publisher's statement to my office at City Hall.

Should you have any questions regarding this notice, please immediately contact my office at City Hall: (304-472-1651). Thank you for your assistance in this matter. This letter and attached legal advertisements have been faxed to your office and sent by US Postal Service.

Thank you,
Amberle Jenkins
Director of Finance & Administration

Enclosure:

The City of Buckhannon Waste Collection Board will be conducting a select cut timber sale on its Pecks Run property in Upshur County West Virginia. A complete bid packet may be obtained at Buckhannon City Hall, 70 East Main St., Buckhannon, WV 26201, from 8:30 am to 4:30 pm, Monday – Friday.

Bids will be accepted until 4:00 pm, Thursday, June 7, 2018 at which time the bids will be opened and read aloud.

Please direct all questions to Director of Public Works, Jerry Arnold at 304-472-1651 ext.1000.

The City of Buckhannon reserves the right to reject any and all bids.

Bids were opened in the order they were received by Jeff Wamsley and read by Jay Hollen.

- **Bid Number 1 – E&L Logging, LLC - \$15,001.00**
- **Bid Number 2 – Northwest Hardwoods - \$16,746.00**
- **Bid Number 3 – Allegheny Wood Products - \$15,738.10**

Northwest Hardwoods of Mill Creek, WV is the high bidder.

Mr. Kennedy gives his recommendation to accept Northwest Hardwoods bid.

Motion Albaugh/McCauley to accept high bid from Northwest Hardwoods–

Roll-call vote:

Albaugh **Yes**
Mayor, Chair **Yes**
Fetty **Abstain**

Motion Carried.

Motion Albaugh/McCauley to authorize Dave McCauley to sign contract and other associated documents for sale–

Roll-call vote:

Albaugh **Yes**
Mayor, Chair **Yes**
Fetty **Abstain**

Motion Carried.

Financial Report- Mayor McCauley noted that the seven month trend has been stable. A dip is expected in June due to a third payroll. Capital expenditures: Tires and a welder.

McCauley noted that at this time it does not appear that a rate increase will be necessary unless there are additional outlays that are unforeseen.

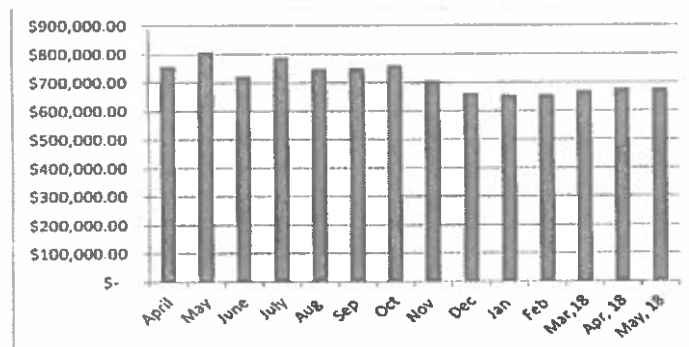
Amby Jenkins shared the balance sheet and revenue & expense report from May 31, 2018.

**WASTE BOARD
CITY OF BUCKHANNON
BALANCE SHEET**

Balance May 31, 2018

Money Market & Checking \$ 678,420.45
 CDAR (CD Balances) \$ 57,056.35

Landfill Bond \$64,000.00 (not included in above CD total) expires 12/11/2020



Money Market & Checking Trend

Department Report – Jeff Wamsley: Donnie Lambert has returned to work on light duty.

- Transfer Station**

**City of Buckhannon
Transfer Station Totals**

MAY 2018

Total Transactions	2964	
Total Weight	1600.29	
Total Cash Received	\$30,131.88	
Total City Trucks	\$79,950.51	960.3 tons
Total Charge	\$25,438.99	
Grand total	\$135,521.38	
Total C/D Material	316.15	
Total Commercial/Residential	1286.43	
Bulky Goods		
Steel	1.53	
Waste	3	
Total	4.53	

- Recycling Center Report**

**City of Buckhannon
Recycling Center**

DATE: May-18

Inventory & Balance Sheet

	Uproc.	Proc.	Total	
ONP	2.5	22.65	25.15	
OCC	0.6	6.82	7.42	
MGOP	0.45	4.1	4.55	
STEEL	0.3	2.28	2.58	
ALUM	0.33	0.93	1.26	
E-WASTE	0	5.19	5.19	
Pete #1	0.2	10.15	10.35	
No. 2	0.25	4.24	4.94	
Total	4.63	56.36	60.99	
Inventory 6/1/18			60.99	
Inventory 5/1/18			106.94	
Diff.			-45.95	
Loads Shipped			85.07	
Total Diff. Inventory & Loads Shipped			39.12	
Total Received			39.12	Total received 17-May 42.4
Less Garbage			0	
Total			39.12	

**Crossroads Totals
28430**

**Residential Curbside
1650**

Appliances Iron Total Total \$
 57460 0 57460 \$ 3,447.60

Yard Debris
10000

Correspondence and Information-none

Consent Agenda

- Approval of minutes May 3, 2018.

Motion Albaugh/Mayor McCauley to approve the May 3, 2018 minutes. Motion carried.

Strategic Issues for Discussion and/or Vote

G.1 Bid Opening for Timber Sell at Upper Pecks Run Property-Already Addressed Above

G.2 Approval to Purchase New Used Oil Burner - Possible Budget Revision

Upon inspection of old Used Oil Burner , \$13,000 for new one, \$11,000 if purchased before end of month.

QUOTATION

MOUNTAIN STATE EQUIPMENT SERVICE CORPORATION P.O. BOX 967 BECKLEY, WV 25802	DATE <u>5-15-18</u> PAGE <u>1</u> OF <u>1</u>
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TO	SHIPPING INFORMATION
City of Buckhannon	F.O.B.
444 Mudlick RD	SHIPPING DATE
Buckhannon, WV	SHIP VIA
Ph # 304-472-4443 ext 7	QUOTE BY <u>GARY</u>
FAX 472-0934	QUOTE NO.
ATTN: Jeff at Waste Garage	
quote is valid for <u>July 1st days</u> TERMS: <u>Payment at Time of Install</u>	

DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL
1- CB 5000 -mp 500,000 BTU			
Clean Burn w/ Burner, metered pump, fan, damper, necessary P.O.L.S			13,000
Trade In old CB w/it Summer Discount By July 1 st 2018 receive			- 2000
Installed with Customer assistance hook up to Existing P.P.E NO charge			
Total			11,000.

Budget Revision was proposed by Finance Director -

Waste Budget Revision 6-7-18				
404-530-561-00	Dumpsters	20000	-4800	15200
404-530-341-00	Shop Maintenance	50000	-6200	43800
404-531-459-00	Capital Equip recycling	0	11000	11000 to purchase oil burner

Motion Fetty/Albaugh to amend budget. Motion carried.

Motion Albaugh/Fetty to purchase new used Oil Burner. Motion carried.

G.3 Employee Pay Increase

Mr. Wamsley proposes three pay increases. Two employees, Danny Hornbeck and Dakota Arnold have received their CDL license, and one received a passenger endorsement so he could also drive the Stockert bus if needed. Mackenzie Michael has learned to run the transfer station.

Wamsley recommended the following raises based upon certification and responsibility increases.

- Mackenzie Michael \$10.98 to \$12.28
- Dakota Arnold \$10 to \$12
- Danny Hornbeck \$12.98 - \$14

Motion Albaugh/Fetty to approve pay increase for Michael, Arnold and Hornbeck to be

effective July 1 ,2018 – Motion Carried

G.4 Discussion/Update Installation of GPS Cameras- Mr. Arnold stated that GPS helps increase efficiency of routes and also protects City employees. Outlay will be \$7,000 per year for all vehicles. It has been budgeted.

Motion Albaugh/Fetty to authorize installation of GPS – Motion Carried.

Board Members Comments and Announcements

- **Albaugh** – Is glad to see new Recorder and new Member on the board. She appreciates the hard work of the City Employees.
- **Fetty** – Will be on a family vacation during next month's board meeting
- **Reger** – No Comments
- **Arnold** – Mr. Rylands came to see Jerry and Amby concerning Main St. garbage collection and suggested that certain small Commercial Businesses could utilize toters. Would like to add discussion concerning downtown residential garbage solutions to next months agenda.

There being no further business to be transacted. **Motion Albaugh/Fetty to adjourn at 5:23 pm. Motion carried.**

Mayor David McCauley

Recorder Colin Reger
