

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 December 6, 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 12/03/18

*City of Buckhannon Waste Board – 4:00 pm at City Hall in Council Chambers
Meeting Agenda for Thursday, December 6, 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
- C. Financial Report-Amby Jenkins
 - C.1 November 2018
- D. Department Report-Jeff Wamsley
 - D.1 Recycling Center Report
 - D.2 Transfer Station Report
- E. Correspondence and Information
 - E.1 WVDEP Make it Shine Clean Community Award
 - E.2 Flyer-Why Recycling Matters Fast Facts
- F. Consent Agenda
 - F.1 Approval of Minutes 11/01/18
- G. Strategic Issues for discussion and/or vote
 - G.1 Financial Statement 06/30/18
 - G.2 Request for Bill Adjustment Rick Carrier
 - G.3 Approval to Hire-Vacancy-Laborer Position
 - G.4 Update Toter/Polycarts
 - G.5 Request UCC-Waiving Fees -Dumpster Service at the UC Wellness Complex
 - G.6 Discussion Combination Waste/Street Departments Garage
- H. Board Members Comments and Announcements
- I. Mayor's Comments and Announcements
- J. Adjournment

*****Next Meeting January 3, 2019 at the City Hall Council Chambers*****

Posted: 12/03/18

Call to Order: The meeting was called to order by Mayor McCauley followed by a moment of silence and pledge to the US flag.

Recognized Guests: None

Financial Report-Amby Jenkins:

C.1 November 2018- Ms. Jenkins presented the financial report from the packet to the Board. There was no significant discussion. **Motion Fetty/Albaugh to accept the financial report as submitted. Carried unanimously.**

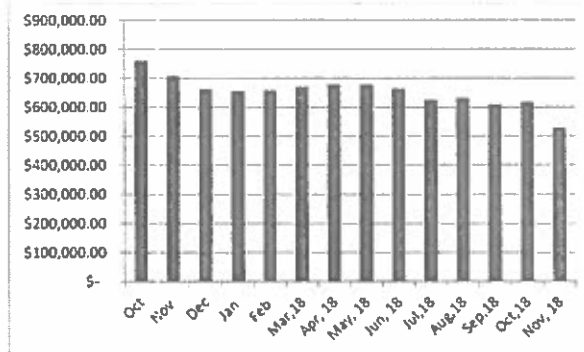
**WASTE BOARD
CITY OF BUCKHANNON
BALANCE SHEET**

Balance November 30, 2018

Money Market & Checking \$ 528,894.19

CDAR (CD Balances) \$ 57,067.51

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



Money Market & Checking Trend

Balances loan/lease as of October 2018

2-Freightliner Garb Trks-Mercedes Benz Financial	\$181,209.16	2021	48588	annual	3.21
Toters - First Community Bank	\$246,686.81	2022	5259	mth	3
2018 International Garbage Truck - Citizen's Bank of WV	\$100,830.54	2022	2239	mth	3
2017 Freightliner - Community Bank	\$86,861.59	2022	2311	mth	3.25

12-04-2018 08:52 AM

CITY OF BUCKHANNON
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2018

404-WASTE COLLECTION

% OF YEAR COMPLETED: 41.67

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
TAXES						
404-303-002-00 RECYCLE-ALUMINUM	1,000	0.00	0.00	0.00	1,000.00	0.00
404-303-003-00 RECYCLE-OCC-CARDBOARD	10,000	3,409.20	8,142.40	0.00	1,857.60	81.42
404-303-004-00 RECYCLE-MSOP/SOW-OFFICE P	0	0.00	0.00	0.00	0.00	0.00
404-303-005-00 RECYCLE-HDPE-MILK JUGS	50	0.00	1,859.80	0.00	1,809.80	3,719.60
404-303-006-00 RECYCLE-OHP-NEWSPAPER	1,000	0.00	1,479.60	0.00	479.60	147.96
404-316-000-00 DUMPSTERS	2,000	0.00	0.00	0.00	2,000.00	0.00
404-317-000-00 DUMPSTER RENTAL	80,000	7,453.35	37,002.55	0.00	42,997.45	46.25
TOTAL TAXES	94,050	10,862.55	48,484.35	0.00	45,565.65	51.55
OTHER FEES						
404-341-000-00 FUEL SURCHARGE	50,000	10,741.87	51,100.51	0.00	1,100.51	102.20
TOTAL OTHER FEES	50,000	10,741.87	51,100.51	0.00	1,100.51	102.20
UTILITY BILLINGS						
404-350-000-00 WASTE COLLECTION BILLINGS	2,300,000	215,474.39	1,042,673.81	0.00	1,257,326.19	45.33
TOTAL UTILITY BILLINGS	2,300,000	215,474.39	1,042,673.81	0.00	1,257,326.19	45.33
HEALTH AND SAFETY						
404-355-000-00 TRANSFER ST/LANDFILL RECE	250,000	19,928.10	131,387.53	0.00	118,612.47	52.56
TOTAL HEALTH AND SAFETY	250,000	19,928.10	131,387.53	0.00	118,612.47	52.56
GRANTS						
404-366-000-00 STATE GRANTS	0	0.00	0.00	0.00	0.00	0.00
404-368-000-00 CONTRIBUTION FROM UCSMA	3,600	0.00	900.00	0.00	2,700.00	25.00
TOTAL GRANTS	3,600	0.00	900.00	0.00	2,700.00	25.00
INTRAFUND CONTR/CHARGES						
404-370-000-01 LATE CHARGES	0	0.00	0.00	0.00	0.00	0.00
404-370-000-02 CUSTOMER BILL FEES (BANK-S	200	0.00	150.00	0.00	50.00	75.00
TOTAL INTRAFUND CONTR/CHARGES	200	0.00	150.00	0.00	50.00	75.00
OTHER REVENUE						
404-380-000-00 INTEREST	150	0.00	27.07	0.00	122.93	18.05
404-381-000-00 MAINT BILLING OTHER DEPTS	1,000	0.00	1,650.82	0.00	650.82	165.08
404-399-000-00 WASTE COLL. MISCELLANEOUS	16,495	2,048.60	11,066.61	0.00	5,428.39	67.09
404-399-000-02 GAIN ON DISPOSAL OF ASSET	0	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER REVENUE	17,645	2,048.60	12,744.50	0.00	4,900.50	72.23
TOTAL REVENUE	2,715,495	259,055.51	1,287,440.70	0.00	1,428,054.30	47.41

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CITY OF BUCHANAN
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2018

404-WASTE COLLECTION

% OF YEAR COMPLETED: 41.67

Table with columns: DEPARTMENTAL EXPENDITURES, CURRENT BUDGET, CURRENT PERIOD, YEAR TO DATE ACTUAL, TOTAL ENCUMBERED, BUDGET BALANCE, % YTD BUDGET. Rows include SALARIES & BENEFITS, CONTRACTUAL SERVICES, COMMODITIES, CAPITAL OUTLAY, CONTRIBUTIONS, NON-OPERATING EXPENSES.

RECYCLING DEPARTMENT

Table with columns: DEPARTMENTAL EXPENDITURES, CURRENT BUDGET, CURRENT PERIOD, YEAR TO DATE ACTUAL, TOTAL ENCUMBERED, BUDGET BALANCE, % YTD BUDGET. Rows include SALARIES & BENEFITS.

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CITY OF BUCHANAN
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2018

404-WASTE COLLECTION

% OF YEAR COMPLETED: 41.67

Table with columns: DEPARTMENTAL EXPENDITURES, CURRENT BUDGET, CURRENT PERIOD, YEAR TO DATE ACTUAL, TOTAL ENCUMBERED, BUDGET BALANCE, % YTD BUDGET. Rows include CONTRACTUAL SERVICES, COMMODITIES, CAPITAL OUTLAY, CONTRIBUTIONS, NON-OPERATING EXPENSES.

LANDFILL

Table with columns: DEPARTMENTAL EXPENDITURES, CURRENT BUDGET, CURRENT PERIOD, YEAR TO DATE ACTUAL, TOTAL ENCUMBERED, BUDGET BALANCE, % YTD BUDGET. Rows include CONTRACTUAL SERVICES, CAPITAL OUTLAY, CONTRIBUTIONS.

TRANSFER STATION

Table with columns: DEPARTMENTAL EXPENDITURES, CURRENT BUDGET, CURRENT PERIOD, YEAR TO DATE ACTUAL, TOTAL ENCUMBERED, BUDGET BALANCE, % YTD BUDGET. Rows include SALARIES & BENEFITS.

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CITY OF BUCHANAN
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2018

404-WASTE COLLECTION

% OF YEAR COMPLETED: 41.67

Table with columns: DEPARTMENTAL EXPENDITURES, CURRENT BUDGET, CURRENT PERIOD, YEAR TO DATE ACTUAL, TOTAL ENCUMBERED, BUDGET BALANCE, % YTD BUDGET. Rows include CONTRACTUAL SERVICES, COMMODITIES, CAPITAL OUTLAY, NON-OPERATING EXPENSES.

WASTE OFFICE/BOARD

Table with columns: DEPARTMENTAL EXPENDITURES, CURRENT BUDGET, CURRENT PERIOD, YEAR TO DATE ACTUAL, TOTAL ENCUMBERED, BUDGET BALANCE, % YTD BUDGET. Rows include SALARIES & BENEFITS, CONTRACTUAL SERVICES.

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CITY OF BUCKHANNON
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2018

404-WASTE COLLECTION

4 OF YEAR COMPLETED: 41.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	YTD BUDGET
404-534-226-00 INSURANCE & BONDS	17,500	928.35	6,405.24	0.00	11,094.72	26.60
TOTAL CONTRACTUAL SERVICES	57,200	2,941.03	17,280.33	0.00	39,919.67	30.21
COMMODITIES						
404-534-353-00 PSC ASSESSMENTS	9,800	0.00	8,290.12	0.00	1,509.88	81.59
TOTAL COMMODITIES	9,800	0.00	8,290.12	0.00	1,509.88	81.59
CAPITAL OUTLAY						
404-534-459-00 NEW COMPUTER CAPITAL OUTL	7,500	0.00	2,191.01	0.00	5,308.99	29.21
TOTAL CAPITAL OUTLAY	7,500	0.00	2,191.01	0.00	5,308.99	29.21
NON-OPERATING EXPENSES						
404-534-999-00 GEN & ADM MISC BILLING EX	50,000	2,734.02	20,056.23	37.02	29,981.59	40.04
TOTAL NON-OPERATING EXPENSES	50,000	2,734.02	20,056.23	37.02	29,981.59	40.04
TOTAL WASTE OFFICE/BOARD	377,025	31,570.37	154,971.38	37.02	222,091.44	41.09
BAD DEBT						
NON-OPERATING EXPENSES						
404-550-676-00 BAD DEBT EXPENSE (return c	0	0.00	0.00	0.00	0.00	0.00
TOTAL NON-OPERATING EXPENSES	0	0.00	0.00	0.00	0.00	0.00
TOTAL BAD DEBT	0	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	3,185,495	349,095.45	1,419,708.56	13,798.20	1,779,504.64	44.14
REVENUE OVER/(UNDER) EXPENDITURES	(470,000)	(90,039.94)	(132,347.06)	13,798.20	(351,450.34)	25.02

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CITY OF BUCKHANNON
MONTHLY ACTIVITY REPORT
NOVEMBER 30TH, 2018

104-WASTE COLLECTION

REVENUES	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB
TAXES								
103-002-00 RECYCLE-ALUMINUM	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
103-003-00 RECYCLE-OCC CARDBOARD	1,667.00	1,152.00	2,573.40	0.00	3,409.20	0.00	0.00	0.00
103-004-00 RECYCLE-NGOP/SON-OFFICE PA	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
103-005-00 RECYCLE HOPE MILK JUGS	0.00	1,859.00	0.00	0.00	0.00	0.00	0.00	0.00
103-006-00 RECYCLE-GRP-NEWSPAPER	485.00	0.00	491.76	498.96	0.00	0.00	0.00	0.00
116-000-00 DUMPSTER	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
117-000-00 DUMPSTER RENTAL	7,527.00	7,286.50	7,282.35	7,453.35	2,451.15	0.00	0.00	0.00
TOTAL TAXES	9,024.00	10,299.10	10,347.51	7,952.31	10,862.35	0.00	0.00	0.00
OTHER FEES								
341-000-00 FUEL SUPCHARGE	8,410.17	9,927.43	11,330.76	10,670.28	10,741.87	0.00	0.00	0.00
TOTAL OTHER FEES	8,410.17	9,927.43	11,330.76	10,670.28	10,741.87	0.00	0.00	0.00
UTILITY BILLINGS								
150-000-00 WASTE COLLECTION BILLINGS	198,034.93	197,077.77	221,387.20	208,105.52	215,474.39	0.00	0.00	0.00
TOTAL UTILITY BILLINGS	198,034.93	197,077.77	221,387.20	208,105.52	215,474.39	0.00	0.00	0.00
HEALTH AND SAFETY								
155-000-00 TRANSFER ST/LANDFILL RECEI	29,925.93	31,078.55	31,218.45	27,221.50	19,928.10	0.00	0.00	0.00
TOTAL HEALTH AND SAFETY	29,925.93	31,078.55	31,218.45	27,221.50	19,928.10	0.00	0.00	0.00
GRANTS								
166-000-00 STATE GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
168-000-00 CONTRIBUTION FROM UCOWA	0.00	0.00	900.00	0.00	0.00	0.00	0.00	0.00
TOTAL GRANTS	0.00	0.00	900.00	0.00	0.00	0.00	0.00	0.00
INTRAFUND CONTR/CHARGES								
170-000-01 LAKE CHARGES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
170-000-01 CUSTOMER BILL FEES (MARK SE	0.00	50.00	25.00	75.00	0.00	0.00	0.00	0.00
TOTAL INTRAFUND CONTR/CHARGES	0.00	50.00	25.00	75.00	0.00	0.00	0.00	0.00
OTHER REVENUE								
180-000-00 INTEREST	13.40	4.61	4.28	4.78	0.00	0.00	0.00	0.00
181-000-00 RENT BILLING OTHER DEPTS	0.00	121.94	1,424.97	101.11	0.00	0.00	0.00	0.00
199-000-00 WASTE COLL. MISCELLANEOUS	3,147.68	2,825.00	658.00	3,417.41	2,049.60	0.00	0.00	0.00
199-000-00 GAIN ON DISPOSAL OF ASSETS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER REVENUE	3,161.08	2,951.55	2,087.25	3,523.29	2,049.60	0.00	0.00	0.00
TOTAL REVENUE	247,569.91	251,497.00	271,086.17	259,842.11	259,055.51	0.00	0.00	0.00

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CITY OF BUCKHANNON
MONTHLY ACTIVITY REPORT
NOVEMBER 30TH, 2018

104-WASTE COLLECTION
RECYCLING DEPARTMENT

DEPARTMENTAL EXPENDITURES	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB
SALARIES & BENEFITS								
111-101-00 RECYCLING SALARIES	7,464.84	7,111.82	6,990.02	6,981.13	10,920.26	0.00	0.00	0.00
111-101-01 ADJUST COMPENSATED ABSENCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
111-101-02 PICA TAX	567.05	510.03	530.71	530.04	832.35	0.00	0.00	0.00
111-105-00 GROUP INSURANCE	2,985.30	2,985.30	2,985.30	2,985.30	2,985.30	0.00	0.00	0.00
111-106-00 GROUP RETIREMENT	746.49	711.19	699.01	698.11	1,082.03	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	11,763.68	11,318.34	11,205.04	11,194.58	15,829.94	0.00	0.00	0.00
CONTRACTUAL SERVICES								
111-211-00 UTILITIES	306.17	323.90	278.15	274.82	273.57	0.00	0.00	0.00
111-226-00 INSURANCE & BONDS	1,112.38	0.00	3,339.83	227.22	227.22	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	1,418.55	323.90	3,617.98	522.04	500.79	0.00	0.00	0.00
COMMODITIES								
111-343-00 TRUCK MAINTENANCE	1,027.49	0.00	113.59	24.99	925.13	0.00	0.00	0.00
111-343-01 FUEL - RECYCLING CENTER	609.79	665.91	612.22	560.21	760.18	0.00	0.00	0.00
111-343-02 EQUIPMENT MAINTENANCE	1,782.57	350.00	278.20	1,112.33	281.34	0.00	0.00	0.00
111-399-00 MISCELLANEOUS	0.00	0.00	329.99	70.00	0.00	0.00	0.00	0.00
TOTAL COMMODITIES	3,419.85	1,015.91	1,333.00	1,767.53	1,966.65	0.00	0.00	0.00
CAPITAL OUTLAY								
111-459-00 CAPITAL OUTLAY - NEW EQUIP	11,063.03	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	11,063.03	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL RECYCLING DEPARTMENT	27,593.01	12,888.15	16,157.02	13,484.15	18,237.38	0.00	0.00	0.00

12-04-2018 09:06 AM

CITY OF BUCKHANNON
MONTHLY ACTIVITY REPORT
NOVEMBER 10TH, 2018

104-WASTE COLLECTION
LANDFILL

DEPARTMENTAL EXPENDITURES	ACCOUNTING PERIOD							
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB
CONTRACTUAL SERVICES								
532-016-00 TESTING/MONITOR BELLS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
532-216-01 TREATMENT OF LEACHATE	4,920.65	388.56	2,611.20	4,935.08	4,452.81	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	4,920.65	388.56	2,611.20	4,935.08	4,452.81	0.00	0.00	0.00
CAPITAL OUTLAY								
533-461-00 SCUMING (LANDFILL)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CONTRIBUTIONS								
533-599-00 WASTE DEPRECIATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRIBUTIONS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL LANDFILL	4,920.65	388.56	2,611.20	4,935.08	4,452.81	0.00	0.00	0.00

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CITY OF BUCKHANNON
MONTHLY ACTIVITY REPORT
NOVEMBER 10TH, 2018

474-WASTE COLLECTION
TRANSFER STATION

DEPARTMENTAL EXPENDITURES	ACCOUNTING PERIOD							
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB
SALARIES & BENEFITS								
533-101-00 SALARIES TRANSFER STATION	4,201.90	6,377.14	6,337.78	6,480.18	10,584.55	0.00	0.00	0.00
533-101-01 ADJUST COMPENSATED ABSENCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
533-101-00 FICA TAX	473.96	178.67	483.26	434.17	859.03	0.00	0.00	0.00
533-105-00 GROUP INSURANCE	1,943.73	1,961.70	1,963.70	1,961.70	1,963.70	0.00	0.00	0.00
533-106-00 GROUP RETIREMENT	620.18	627.76	631.76	618.02	1,037.60	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	9,258.44	9,347.87	9,416.83	9,595.27	14,365.02	0.00	0.00	0.00
CONTRACTUAL SERVICES								
533-217-00 UTILITIES	338.26	334.46	250.60	371.56	392.66	0.00	0.00	0.00
533-218-00 DRAINAGE EXPENSE TRANSFER	0.00	165.00	106.00	166.00	166.00	0.00	0.00	0.00
533-226-00 INSURANCE & BOND	3,646.33	917.94	4,232.89	1,126.43	1,126.43	0.00	0.00	0.00
TOTAL CONTRACTUAL SERVICES	3,984.59	1,417.40	4,589.49	1,664.00	1,904.09	0.00	0.00	0.00
COMMODITIES								
533-141-00 EQUIPMENT MAINTENANCE	2,615.50	529.97	728.69	1,589.80	1,121.75	0.00	0.00	0.00
533-343-01 FUEL/OIL TRANSFER STA. 7.1	4,440.66	4,972.45	4,440.07	4,262.17	5,314.25	0.00	0.00	0.00
533-343-02 MAINTENANCE TRUCK/TRAILERS	2,245.83	1,702.91	2,188.45	2,068.99	1,129.02	0.00	0.00	0.00
533-345-00 UNIFORMS	0.00	177.33	285.75	261.19	261.14	0.00	0.00	0.00
TOTAL COMMODITIES	9,111.99	7,176.66	7,702.76	4,189.21	8,027.16	0.00	0.00	0.00
CAPITAL OUTLAY								
533-459-00 NEW EQUIPMENT	2,239.50	2,239.50	2,239.50	2,239.50	2,239.50	0.00	0.00	0.00
533-463-00 TIPPING PERS	70,116.66	73,193.06	66,489.11	71,540.01	66,116.55	0.00	0.00	0.00
533-461-00 BONDING TRANSFER STATION	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
533-464-00 STATE GRANT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
533-478-00 TIRE DISPOSAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
533-478-00 ROAD MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
533-479-00 PEELAWAY PAYMENTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	72,356.16	75,142.56	68,728.61	73,779.51	68,155.55	0.00	0.00	0.00
NON OPERATING EXPENSES								
533-999-00 MISCELLANEOUS TRANSFER STA	25.00	286.16	535.12	715.18	674.51	0.00	0.00	0.00
TOTAL NON OPERATING EXPENSES	25.00	286.16	535.12	715.18	674.51	0.00	0.00	0.00
TOTAL TRANSFER STATION	93,956.18	93,790.89	90,974.67	94,069.16	93,326.53	0.00	0.00	0.00

12-04-2018 09:08 AM

CITY OF BUCKHANNON
MONTHLY ACTIVITY REPORT
NOVEMBER 10TH, 2018

104-WASTE COLLECTION
BAD DEBT

DEPARTMENTAL EXPENDITURES	ACCOUNTING PERIOD							
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB
NON OPERATING EXPENSES								
530-670-00 BAD DEBT EXPENSE/return ch	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL NON OPERATING EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL BAD DEBT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	306,305.99	242,890.78	272,567.33	248,929.02	149,095.45	0.00	0.00	0.00
REVENUES OVER/(UNDER) EXPENDITURES	(58,736.08)	8,996.22	(1,481.16)	8,911.10	(90,014.94)	0.00	0.00	0.00

So far this yr
132,347 more in
expenses
than
Revenue

12-03-2018 05:14 PM

DISBURSEMENT 11-1-2018 TO 11-30-18

FUND: WASTE COLLECTION

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
WASTE DEPARTMENT	HPL CORPORATION	530-999-00	COLLECTION MISCELLAN	NOV 2018 TOWER ACCESS FEE	100.00
	NON POWER	530-213-00	WASTE COLL. UTILITIE	110088931545 WASTE GARAGE	443.56
	LYKINS OIL COMPANY	530-343-00	TRUCK MAINTENANCE	DEF	114.95
		530-343-01	GAS & OIL EXPENSE 1,	WASTE OCT FUEL BILL	7,780.95
	FISHER AUTO PARTS INC	530-341-00	SHOP MAINTENANCE	LACQUER THINNER	53.55
		530-344-00	MAINTENANCE OTHER DE	DURAGLAS-OLD CAR	240.41
		530-343-00	TRUCK MAINTENANCE	POWER STEERING PUMP	84.75
		530-341-00	SHOP MAINTENANCE	JUMPER CABLES	72.05
	UNIFIRST CORP.	530-345-00	WASTE COLL. UNIFORMS	ALL DEPT OCT 2018 UNIFORMS	995.09
	COLE TRUCK PARTS INC	530-341-00	SHOP MAINTENANCE	TARP STRAPS TOGGLE 3	26.27
		530-343-00	TRUCK MAINTENANCE	FUELFILTERS	139.08
		530-343-00	TRUCK MAINTENANCE	LIGHTS	73.15
	LAWSON PRODUCTS INC	530-341-00	SHOP MAINTENANCE	NUTS ,BOLTS	175.43
	VALLEY STEEL SERVICE	530-341-00	SHOP MAINTENANCE	1/2"-2" FLAT STEEL	102.00
		530-999-00	COLLECTION MISCELLAN	RATCHET STARP	13.50
	SOUTHERN STATES COOP INC	530-343-00	TRUCK MAINTENANCE	LP GAS TANK	58.58
		530-343-00	TRUCK MAINTENANCE	LP GAS TANK	22.98
		530-999-00	COLLECTION MISCELLAN	BOOTS	1,391.00
		530-999-00	COLLECTION MISCELLAN	BOOTS BIB OVERALLS LINER	125.99
		530-999-00	COLLECTION MISCELLAN	BOOTS BIB OVERALLS LINER	143.99

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DISBURSEMENT 11-1-2018 TO 11-30-18

FUND: WASTE COLLECTION

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
		530-999-00	COLLECTION MISCELLAN	BOOTS BIB OVERALLS LINER	139.99
		530-999-00	COLLECTION MISCELLAN	BOOTS BIB OVERALLS LINER	139.99
		530-999-00	COLLECTION MISCELLAN	BOOTS BIB OVERALLS LINER	139.99
		530-999-00	COLLECTION MISCELLAN	BOOTS BIB OVERALLS LINER	107.99
		530-999-00	COLLECTION MISCELLAN	BOOTS BIB OVERALLS LINER	139.99
		530-999-00	COLLECTION MISCELLAN	BOOTS BRAD CUTRAIGHT	191.99
		530-343-00	TRUCK MAINTENANCE	LP GAS TANK	29.11
		530-341-00	SHOP MAINTENANCE	BOTTLED WATER	318.36
		530-999-00	COLLECTION MISCELLAN	BOOTS-LOGAN SHAINICH	151.99
	BRICK STREET MUTUAL	530-226-00	COMP, UNEMPL & INSUR	WCB1005474 10-2 TO 11-1-18	2,837.02
	FORT DEARBORN	530-105-00	WASTE EMPLOYEE INSUR	WAS NOV 2018 LIFE INS PYMT	64.40
		530-105-00	WASTE EMPLOYEE INSUR	WAS NOV 2018 LIFE INS PYMT	77.00
	HATHENY MOTOR TRUCK CO	530-343-00	TRUCK MAINTENANCE	SEAT FRAME,PAD	222.37
		530-343-00	TRUCK MAINTENANCE	CHECKED R-R-FORCED REGEN	284.00
	HAPA-MITCHEM AUTO SUPPLY	530-341-00	SHOP MAINTENANCE	WIRE,TAPE	47.10
		530-341-00	SHOP MAINTENANCE	AIR FILTER	32.80
		530-343-00	TRUCK MAINTENANCE	FUEL FILTERS	55.10
		530-341-00	SHOP MAINTENANCE	LEAD CONVERSION POST	13.35
		530-343-00	TRUCK MAINTENANCE	FILTERS	87.97
		530-344-00	MAINTENANCE OTHER DE	DURAGLASS	168.50
	HOLTZ INDUSTRIES INC	530-343-00	TRUCK MAINTENANCE	EJECTION BLADE-R12	5,575.74
	HARBOR FREIGHT TOOLS	530-341-00	SHOP MAINTENANCE	PCRD-SWITCH/LIGHTS/BRSHS	66.46
	LOWES BUSINESS ACCOUNTS	530-341-00	SHOP MAINTENANCE	PROPANE TORCH	105.34
		530-341-00	SHOP MAINTENANCE	WEDGE	12.90
		530-341-00	SHOP MAINTENANCE	EXT CORDS	125.36
	MERCEDES BENZ FINANCIAL SERV	530-459-00	WASTE COLL. NEW EQUI	FREIGHTLINER GARB 2TRKS 4T	48,587.72
	DODSON BROS EXTERMINATING CO	530-341-00	SHOP MAINTENANCE	PEST CONTROL	70.00
	MOUNTAIN STATE BLUE CROSS	530-105-00	WASTE EMPLOYEE INSUR	WAS NOV 2018 HEALTH INS	18,067.30
	FIRST COMMUNITY BANK	530-459-01	TOTER SYSTEM	WASTE NOV 2018 TOTER PYMT	5,259.50
	WV PUBLIC EMPLOYEES RETIREME	530-106-00	WASTE EMPLOYEE RETIR	WV RETIREMENT CONTRIBUTION	2,139.98
		530-106-00	WASTE EMPLOYEE RETIR	WV RETIREMENT CONTRIBUTION	2,029.93
		530-106-00	WASTE EMPLOYEE RETIR	WV RETIREMENT CONTRIBUTION	2,061.21
		530-106-00	WASTE EMPLOYEE RETIR	WV RETIRE TIER2 CONTRIBUTI	375.85
		530-106-00	WASTE EMPLOYEE RETIR	WV RETIRE TIER2 CONTRIBUTI	328.40
		530-106-00	WASTE EMPLOYEE RETIR	WV RETIRE TIER2 CONTRIBUTI	321.10
	ENTERPRISE FH TRUST	530-459-00	WASTE COLL. NEW EQUI	22WCPJ WAS 2019 RAM NOV PY	1,381.06
		530-459-00	WASTE COLL. NEW EQUI	22RHXV 18 FORD EXPLORER HO	363.65
		530-459-00	WASTE COLL. NEW EQUI	22RHXV 18 FORD F150 NOV PY	371.39
	MORGAN WHITE GROUP	530-105-00	WASTE EMPLOYEE INSUR	WAS NOV 2018 PREMIUM SAVER	1,888.70
	JOHN BOGGESS dba VJG ASSOCIA	530-999-00	COLLECTION MISCELLAN	GLOVES,RAINSUITS	491.30
	US CELLULAR	530-213-00	WASTE COLL. UTILITIE	642-1651 613-0113 0002	60.06
		530-213-00	WASTE COLL. UTILITIE	677-4586 3862 3867	528.40
	RELIABLE TIRE COMPANY	530-343-00	TRUCK MAINTENANCE	STEERING TIRES	500.00
		530-343-00	TRUCK MAINTENANCE	STEERING TIRES	2,058.08
		530-343-00	TRUCK MAINTENANCE	HD11 CAPS	1,709.00
	COMMUNITY BANK	530-459-00	WASTE COLL. NEW EQUI	WAS FREIGHTLINER NOV 18 PY	2,311.67
	BCH TELECOM INC	530-213-00	WASTE COLL. UTILITIE	472-4620	6.28
		530-213-00	WASTE COLL. UTILITIE	472-4443	6.28
		530-213-00	WASTE COLL. UTILITIE	472-8949 & 0915	9.43
	TOOLS ETC	530-341-00	SHOP MAINTENANCE	CLUTCH/FLYWHEEL HANDLER	1,146.00
	ST JOSEPH HOSPITAL OF BUCKHA	530-999-00	COLLECTION MISCELLAN	LAB TEST PATRICK GOWERS	70.00
	WALMART STORES INC -BUCKHAMM	530-341-00	SHOP MAINTENANCE	PAPER TOWELS	80.88
	INTERNAL REVENUE SERVICE	530-104-00	WASTE COLL. F.I.C.A.	FICA WITHHELD AND MATCHED	1,804.08
		530-104-00	WASTE COLL. F.I.C.A.	FICA WITHHELD AND MATCHED	1,478.80

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DISBURSEMENT 11-1-2018 TO 11-30-18

FUND: WASTE COLLECTION

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
		530-104-00	WASTE COLL. F.I.C.A.	FICA WITHHELD AND MATCHED	1,587.87
		530-104-00	WASTE COLL. F.I.C.A.	MEDICARE WITHHELD & MATCHE	421.91
		530-104-00	WASTE COLL. F.I.C.A.	MEDICARE WITHHELD & MATCHE	345.84
		530-104-00	WASTE COLL. F.I.C.A.	MEDICARE WITHHELD & MATCHE	371.36
	AMAZON.COM	530-341-00	SHOP MAINTENANCE	PCRD-DRILL BITS	16.95
	AT&T MOBILITY	530-213-00	WASTE COLL. UTILITIE	677-3862	60.50
	WHALEY DISTRIBUTING	530-341-00	SHOP MAINTENANCE	HAND CLEANER DISPENSER	21.00
	FRONTIER	530-213-00	WASTE COLL. UTILITIE	304-472-1651-101515-4	61.50
		530-213-00	WASTE COLL. UTILITIE	304-472-4443-101915-4	57.70
		530-213-00	WASTE COLL. UTILITIE	304-003-2273-060600-4	21.02
	TRAVELERS INSURANCE	530-226-00	COMP, UNEMPL & INSUR	INS PREM AUTO LIAB UNBREL	917.98
	**PAYROLL EXPENSES			11/01/2018 - 11/30/2018	78,822.51
				TOTAL:	201,508.36
RECYCLING DEPARTMENT	HON POWER	531-213-00	UTILITIES	110088931701 RECYCLING CEN	260.26
	LYKINS OIL COMPANY	531-343-01	FUEL - RECYCLING CEN	WASTE OCT FUEL BILL	700.18
	COLE TRUCK PARTS INC	531-343-00	TRUCK MAINTENANCE	BRAKE SHOES,SLACK ADJ	193.28
		531-343-00	TRUCK MAINTENANCE	AIR DRYER R18	357.58
		531-343-00	TRUCK MAINTENANCE	SERV CHAMBER R7	38.06
		531-343-00	TRUCK MAINTENANCE	ROCKER SWITCH	158.41
		531-343-00	TRUCK MAINTENANCE	DIESEL ADD	136.92
	BRICK STREET MUTUAL	531-226-00	INSURANCE & BONDS	WCB1005474 10-2 TO 11-1-18	227.22
	FORT DEARBORN	531-105-00	GROUP INSURANCE	WAS NOV 2018 LIFE INS PYMT	13.80
	HAPA-MITCHEM AUTO SUPPLY	531-343-02	EQUIPMENT MAINTENANC	OIL,FILTERS-RC BXIDS	193.94
	STATE EQUIPMENT INC.	531-343-02	EQUIPMENT MAINTENANC	HYD. FILTER	87.40
	MOUNTAIN STATE BLUE CROSS	531-105-00	GROUP INSURANCE	WAS NOV 2018 HEALTH INS	2,674.34
	WV PUBLIC EMPLOYEES RETIREME	531-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	390.23
		531-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	316.05
		531-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	385.75
	MORGAN WHITE GROUP	531-105-00	GROUP INSURANCE	WAS NOV 2018 PREMIUM SAVER	297.16
	INTERNAL REVENUE SERVICE	531-104-00	FICA TAX	FICA WITHHELD AND MATCHED	248.31
		531-104-00	FICA TAX	FICA WITHHELD AND MATCHED	194.32
		531-104-00	FICA TAX	FICA WITHHELD AND MATCHED	239.95
		531-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	56.20
		531-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	45.45
		531-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	56.12
	PEOPLES NATURAL GAS	531-213-00	UTILITIES	200008184083 RECYCLE CEN	13.29
	FASTENAL INDUSTRIAL	531-343-00	TRUCK MAINTENANCE	6" BOLTS	26.82
	CLEVELAND BROTHERS EQUIPMENT	531-343-00	TRUCK MAINTENANCE	O-RING GSRT RING -R18	14.14
	**PAYROLL EXPENSES			11/01/2018 - 11/30/2018	10,920.26
				TOTAL:	16,237.38
LANDFILL	BUCKHAMM UTIL BOARDS	532-216-01	TREATMENT OF LEACHAT	MUD LICK LEACHATE	3,888.57
	RELIANCE LABORATORIES INC	532-216-01	TREATMENT OF LEACHAT	PLANT LEACHATE TRANSFER	176.00
	HARRISON RURAL ELECTRIC	532-216-01	TREATMENT OF LEACHAT	LANDFILL ELEC	388.24
				TOTAL:	4,452.81
TRANSFER STATION	HON POWER	533-213-00	UTILITIES	110088931610 MUD LICK RD	284.56
	LYKINS OIL COMPANY	533-343-02	MAINTENANCE TRUCK/TR	DEF	114.95
		533-343-01	FUEL/OIL TRANSFER ST	WASTE OCT FUEL BILL	5,314.25
	UNIFIRST CORP.	533-345-00	UNIFORMS	ALL DEPT OCT 2018 UNIFORMS	261.34
	JOHNNY'S RADIATOR REPAIR INC	533-343-02	MAINTENANCE TRUCK/TR	RADIATOR	675.00
	SOUTHERN STATES COOP INC	533-999-00	MISCELLANEOUS TRANSF	STEEL TOED SHOES	89.00
	BRICK STREET MUTUAL	533-226-00	INSURANCE & BONDS	WCB1005474 10-2 TO 11-1-18	408.45

FUND: WASTE COLLECTION

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	FORT DEARBORN	533-105-00	GROUP INSURANCE	WAS NOV 2016 LIFE INS PYMT	9.20
	RELIANCE LABORATORIES INC	533-216-00	DRAINAGE EXPENSE TRA	PLAINT LEACHATE TRANSFER	185.00
	MATHENY MOTOR TRUCK CO	533-343-02	MAINTENANCE TRUCK/TR	FAN RING	170.38
	WORLDWIDE-JANE LEW	533-343-02	MAINTENANCE TRUCK/TR	FAN	168.69
	ATCO INTERNATIONAL	533-343-00	EQUIPMENT MAINTENANC	CHERRY -T	1,322.75
	MOUNTAIN STATE BLUE CROSS	533-105-00	GROUP INSURANCE	WAS NOV 2016 HEALTH INS	1,755.73
	WV PUBLIC EMPLOYEES RETIREME	533-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	342.79
		533-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	316.88
		533-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	348.01
	WASTE MANAGEMENT	533-460-00	TIPPING FEES	SEPT 2016 TIPPING FEES	2,843.00
		533-460-00	TIPPING FEES	PCRD-TIPPING FEE SEP2016	49,020.38
	MORGAN WHITE GROUP	533-105-00	GROUP INSURANCE	WAS NOV 2016 PREMIUM SAVER	198.77
	JOHN BOGGESS dba VJG ASSOCIA	533-999-00	MISCELLANEOUS TRANSF	GLOVES	450.54
	CITIZEN'S BANK OF WV	533-459-00	NEW EQUIPMENT	WAS NOV 2016 GARBAGE TRK P	2,239.50
	BCH TELECOH INC	533-213-00	UTILITIES	472-8949 & 0915	9.39
	INTERNAL REVENUE SERVICE	533-104-00	FICA TAX	FICA WITHHELD AND MATCHED	243.36
		533-104-00	FICA TAX	FICA WITHHELD AND MATCHED	195.83
		533-104-00	FICA TAX	FICA WITHHELD AND MATCHED	216.54
		533-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	56.92
		533-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	45.80
		533-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	50.64
	PEOPLES NATURAL GAS	533-213-00	UTILITIES	200008184349 WASTE COLL	41.01
	AMAZON.COM	533-999-00	MISCELLANEOUS TRANSF	PCRD-PERF PAPER	134.97
	TIRE AND RUBBER INC	533-460-00	TIPPING FEES	WASTE OCT 2016 TIRE DISPOS	14,252.67
	FRONTIER	533-213-00	UTILITIES	304-472-4443-101915-4	57.70
	TRAVELERS INSURANCE	533-226-00	INSURANCE & BONDS	INS PREM AUTO LIAB UMBREL	917.98
	**PAYROLL EXPENSES			11/01/2016 - 11/30/2016	10,584.55
				TOTAL:	93,326.53
WASTE OFFICE/BOARD	RALSTON PRESS INC	534-999-00	GEN & ADM MISC BILLI	WINDOW ENVELOPES	1.00
	XEROX CORPORATION	534-999-00	GEN & ADM MISC BILLI	HETER USAGE 9-21 TO 10-21-	110.77
	BRICK STREET MUTUAL	534-226-00	INSURANCE & BONDS	WCB1005474 10-2 TO 11-1-18	10.37
	FORT DEARBORN	534-105-00	GROUP INSURANCE	WAS NOV 2016 LIFE INS PYMT	13.80
	PITNEY BOWES INC	534-218-00	POSTAGE	PITNEY BOWES	509.02
	TATE COMMUNICATIONS	534-999-00	GEN & ADM MISC BILLI	PHONE SYS OUT B CITY HALL	102.39
	PITNEY BOWES	534-999-00	GEN & ADM MISC BILLI	SEPT-DEC 2016 LEASE CHARGE	661.04
	MOUNTAIN STATE BLUE CROSS	534-105-00	GROUP INSURANCE	WAS NOV 2016 HEALTH INS	2,914.54
	WV PUBLIC EMPLOYEES RETIREME	534-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	577.37
		534-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	576.97
		534-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	477.76
		534-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	106.97
		534-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	93.98
	PAYROLL ACCOUNT (ALL DEPTS)	534-999-00	GEN & ADM MISC BILLI	NOV 2016 AA FEES	227.99
		534-999-00	GEN & ADM MISC BILLI	OCT 2016 AA FEES	206.46
	THOMAS J O'NEILL	534-223-00	PROFESSIONAL SERVICE	NOV 2016 ATTY FEES	1,041.66
	COLLECTION ACCOUNT	534-999-00	GEN & ADM MISC BILLI	CC FEES OCT 2016	702.44
	DOLLAR GENERAL CORPORATION	534-999-00	GEN & ADM MISC BILLI	PAPER TOWELS BATH TISSUE	34.99
	MORGAN WHITE GROUP	534-105-00	GROUP INSURANCE	WAS NOV 2016 PREMIUM SAVER	143.09
	RAVEN ROCK NETWORKS INC	534-999-00	GEN & ADM MISC BILLI	NOV 2016 MONTHLY SERV CONTR	212.50
		534-999-00	GEN & ADM MISC BILLI	CK CALLIE'S COMP HS APPS S	308.13
	CALLIE CROHIN-SANS	534-999-00	GEN & ADM MISC BILLI	MILEAGE APR MAY & OCT CRUIT	64.46
	DAVID L HOWELL CPA	534-223-00	PROFESSIONAL SERVICE	B11181AUDITJUN30th2016FIN	462.00
	INTERNAL REVENUE SERVICE	534-104-00	FICA TAX	FICA WITHHELD AND MATCHED	423.78
		534-104-00	FICA TAX	FICA WITHHELD AND MATCHED	357.20

FUND: WASTE COLLECTION

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
		534-104-00	FICA TAX	FICA WITHHELD AND MATCHED	427.85
		534-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	99.10
		534-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	83.54
		534-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	100.04
	AMAZON.COM	534-999-00	GEN & ADM MISC BILLI	PCRD-PFR;FLORS;BNDNS;BXS	51.04
	UPSHUR COUNTY CLERK	534-999-00	GEN & ADM MISC BILLI	FILE ESTATE DIANE MURPHY	5.00
	ROSIKIN & CO/BCB	534-999-00	GEN & ADM MISC BILLI	DEBT COLLECTION	19.09
	TRAVELERS INSURANCE	534-226-00	INSURANCE & BONDS	INS PREM AUTO LIAB UMBREL	64.46
	SUDENLTHR	534-999-00	GEN & ADM MISC BILLI	NOV 2016 INTERNET	31.73
	**PAYROLL EXPENSES			11/01/2016 - 11/30/2016	19,499.33
				TOTAL:	31,575.37

Department Report-Jeff Wamsley: New ejection blade purchased for \$5,000 for a truck.

D.1 Recycling Center Report: Mr. Wamsley presented the report to the Board.

City of Buckhannon
Recycling Center
November-18

Inventory & Balance Sheet

	Uproc.	Proc.	Total
ONP	3	11.5	14.5
OCC	0.75	18.11	18.86
MGOP	0.38	7.83	8.21
STEEL	0.45	5.98	6.43
ALUM.	0.13	0	0.13
E-WASTE	0	1.84	1.84
No 1 PETE	0.33	3.17	3.5
No. 2 CLEAR	0.35	6.84	7.19
Total	5.39	55.27	60.66

Inventory 12/1/18	60.66		
Inventory 11/1/18	67.33		
Diff.	6.67		
Loads Shipped	42.53		
Total Diff. Inventory & Loads Shipped	35.86		
Total Received	35.86	Total Received	17-Nov 42.72
Less Garbage	0		
Total	35.86		

Crossroads Totals
22160

Residential Curbside
4580

Appliances Iron Total Total \$
25600 25600 \$ 1,408.00

Yard Debris
10000

D.2 Transfer Station Report: Mr. Wamsley Presented the report to the Board.

City of Buckhannon Transfer Station Totals					
NOVEMBER 2018					
Total Transactions				2311	
Total Weight				1242.94	
Total Cash Received				\$19,928.10	
Total City Trucks				\$71,996.42	865.81 tons
Total Charge				\$14,847.47	
Grand total				\$106,771.99	
Total C/D Material				137.5	
Total Commercial/Residential				1090.67	
Bulky Goods	Steel	Waste	Total		
		1.48	4	5.38	

Correspondence and Information:

E.1 WVDEP Make It Shine Clean Community Award -

west virginia department of environmental protection

Office of Environmental Advocate Rehabilitation Environmental Action Plan (REAP) 691 57 th Street, SE Charleston, WV 25304 Phone: 1.800.322.5530 • Fax: 304.926.0438	Austin Caperton, Cabinet Secretary dep.wv.gov
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City of Buckhannon
 Jay Hollen
 70 E. Main St.
 Buckhannon, WV 26201

18 November 2018

Mr. Hollen,

It is with great pleasure that I announce Buckhannon as a recipient of the WV Make It Shine Clean Community Award. This award is given yearly to communities across West Virginia that show a commitment to eradicating litter and beautifying their surroundings. Please find enclosed a glass award highlighting your selection as a clean community and a sign order form. If you would like to schedule a formal presentation of this award, please let me know.

Congratulations on your award and keep up the good work in Buckhannon!

Sincerely,

 Terry Carrington
 Make it Shine Coordinator
 WVDEP-REAP
 terry.r.carrington@wv.gov
 304-926-0499 ext. 1359 (office)
 304-932-8511 (cell)

E.2 Flyer-Why Recycling Matters Fast Facts

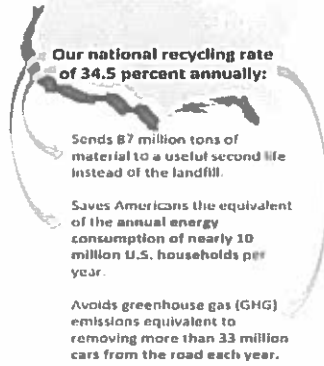


Why Recycling Matters Fast Facts

Why it matters to recycle in the City of Buckhannon

- Local recycling efforts already save over 500 tons of waste from entering the landfill each year; we could prevent even more waste from going to the landfill by increasing the recycling rate of local residents & businesses.
- When we recycle, we receive payment for materials to be recycled, conversely, we must pay a per ton tipping fee at the landfill to dispose of waste. The money we receive from recycling is invested back into operational costs.
- We are committed to sustainability, and recycling is one way we can reduce our environmental footprint.

Recycling in the U.S.
Recycling allows individuals to give new life to the products they use. When manufacturers use recycled materials in their products, not only does it conserve natural resources and reduce waste in landfills, but it also reduces greenhouse gas emissions through energy savings.



Aluminum
Your soda can could become part of a bike or a stadium! Venues like the Baltimore Ravens football stadium are made with recycled aluminum.¹



Paper
In 2012, Americans trashed enough paper to cover 20,500 football fields in paper three feet deep.²



Plastic
The amount of plastic bottles recycled in 2012 provided the raw material needed to make nearly 8 million XL t-shirts.³

KEEP AMERICA BEAUTIFUL

Sources: 1 Keep America Beautiful 2 America Forest & Paper Association 3 NAPCOR and American Chemistry Council
EPA-974 2014 © Keep America Beautiful

Consent Agenda:

F.1 Approval of Minutes 11/01/18- Motion Albaugh/Fetty to approve the Consent Agenda - Carried Unanimously.

Strategic Issues for discussion and/or vote:

G.1 Financial Statement 06/30/18: Motion Albaugh/Fetty to accept Financial Statement 06/30/18 - Carried Unanimously.

CITY OF BUCKHANNON
WASTE COLLECTION BOARD
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED JUNE 30, 2018

	06/30/2018	06/30/2017
Cash flows from operating activities		
Cash received from customers	2,922,175	2,911,260
Grants received	3,600	33,500
Cash paid for goods and services	(1,832,824)	(1,778,568)
Cash paid to employees	(1,010,565)	(994,242)
Net cash provided (used) by operating activities	76,386	171,950
Cash flows from capital and related financing activities		
Purchase of fixed assets	(437,829)	(195,947)
Gain (loss) on sale of assets	2,286	0
Contributed capital/transfers	0	0
Refunds of customers deposits	0	0
Miscellaneous (non-operating) income	7,276	0
	(428,067)	(195,947)
Cash flows from investing activities		
Proceeds from loans	416,894	127,846
Payments on loans	(108,435)	(49,185)
Interest received	695	491
Interest paid	(17,365)	(6,338)
Net cash used by investing activities	291,789	72,814
Net increase (decrease) in cash	(59,892)	48,817
Cash and cash equivalents at beginning of year (including \$54,000 in restricted accounts)	845,865	797,048
Cash and cash equivalents at end of year (including \$64,000 in restricted accounts)	785,973	845,865
	06/30/2018	06/30/2017
Cash balances		
Cash account	664,747	724,997
Investments	121,226	120,868
	785,973	845,865

CITY OF BUCKHANNON
WASTE COLLECTION BOARD
RECONCILIATION OF OPERATING INCOME TO NET CASH
PROVIDED BY OPERATING ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2018

	06/30/2018	06/30/2017
Operating income (loss)	(162,444)	(28,429)
Adjustments to reconcile operating income to net cash provided by operating activities		
Depreciation expense	255,079	209,789
Decrease (increase) in receivables	(40,060)	(15,898)
Decrease (increase) in prepaid expenses	(1,293)	(92)
Increase (decrease) in accounts payable	12,603	(11,310)
Increase (decrease) in compensated absences payable	12,501	13,784
Increase (decrease) in deferred revenues	0	0
Increase (decrease) in net gasb 68 asset/liab	0	4,106
	<u>76,386</u>	<u>171,950</u>
Net cash provided (used) by operating activities	<u>76,386</u>	<u>171,950</u>

CITY OF BUCKHANNON
WASTE COLLECTION BOARD
STATEMENT OF NET ASSETS
JUNE 30, 2018

	06/30/2018	06/30/2017	Differences
ASSETS			
Current assets			
Cash	\$ 664,747	\$ 724,997	(60,250) chg. 31.381 mm. 633.356
Investments (CD's)	57,226	58,858	358 1.3%/0.151%
Accounts receivable	428,183	383,123	45,060
Prepaid expenses	3,245	1,952	1,293 Tyler Tech
Total current assets	<u>1,153,401</u>	<u>1,171,940</u>	
Restricted			
Restricted - Landfill (30 year CD)	64,000	64,000	cd. 0.150%
Total restricted assets	<u>64,000</u>	<u>64,000</u>	
Fixed assets			
Property plant & equipment	4,276,221	3,927,842	350,379 list attached
Accumulated depreciation	(3,221,255)	(3,053,456)	(167,829)
Total fixed assets	<u>1,056,966</u>	<u>874,386</u>	
Other non-current assets			
Deferred Outflow changes in proportion	247,659	247,659	6/2017 Balances
Deferred outflow-contributor's subsequent	104,524	104,524	GASB 68 reporting GASB 68 reporting
Total other assets	<u>352,243</u>	<u>352,243</u>	
Total Assets	<u>\$ 2,626,530</u>	<u>\$ 2,462,569</u>	164,011
LIABILITIES			
Current liabilities payable from current assets			
Accounts payable	\$ 22,183	\$ 9,585	12,603 Mtn St Equipmt. PSC Other
Interest payable	3,130	3,853	(723) Mercedes note
Current portion of notes payable	147,417	65,614	81,803 See attached list
Total current liabilities payable from current assets	<u>172,755</u>	<u>79,052</u>	
Long term liabilities			
Compensated absences payable	128,431	115,990	12,501
Notes payable - net of current portion	534,132	277,477	226,625 See attached list
Net pension obligation - GASB 68	556,893	556,833	GASB 68 reporting
Deferred inflow-investment earnings	27,131	27,131	GASB 68 reporting
Total long term liabilities	<u>1,216,517</u>	<u>977,431</u>	
Total Liabilities	<u>1,389,332</u>	<u>1,056,543</u>	332,933
NET ASSETS			
Investments in capital assets - net of related debt	405,337	674,388	(468,999)
Restricted	64,000	64,000	Landfill
Unrestricted	757,811	497,643	300,171
Total net assets	<u>1,237,158</u>	<u>1,426,025</u>	(168,823)
Total Liabilities and Fund Equity	<u>\$ 2,626,530</u>	<u>\$ 2,462,569</u>	164,011

**CITY OF BUCKHANNON
WASTE COLLECTION BOARD
STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND NET ASSETS
FOR THE YEAR ENDED JUNE 30, 2018**

	06/30/2018	06/30/2017
Operating Revenues		
Charges for services-residential/commercial/industrial	\$ 2,804,241	\$ 2,559,874
Charges for transfer station	296,257	287,315
Grant income-State of WV/SWA	3,600	33,660
Recycling income	31,789	40,035
Other income	29,948	39,934
Total operating revenues	<u>2,965,835</u>	<u>2,960,758</u>
Operating Expenditures		
Personnel	\$ 1,029,066	\$ 1,012,132
Tipping fees	752,743	701,340
Materials and supplies	179,606	174,694
Maintenance	147,592	142,141
Heat, light, and power	22,205	20,765
Depreciation	255,079	209,789
Administration and general	684,917	684,919
Landfill	27,606	22,439
Transfer station	29,560	20,968
Total operating expenditures	<u>3,128,279</u>	<u>2,989,187</u>
Operating income (loss)	<u>(162,444)</u>	<u>(28,429)</u>
Non-operating revenues (expenditures)		
Interest income	696	491
Miscellaneous income	7,276	0
Interest expense	(16,643)	(5,638)
Gain (loss) on disposal of capital assets	2,286	0
Total non-operating revenues (expenditures)	<u>(6,385)</u>	<u>(5,147)</u>
Net income (loss) before contributions and transfers	<u>(168,829)</u>	<u>(33,576)</u>
Transfer to general fund	0	0
Net income (loss)	<u>(168,829)</u>	<u>(33,576)</u>
Total net assets - beginning of year	1,406,027	1,439,598
Prior period adjustments		5
GASB 68 adjustment	N/A	0
Total net assets - end of year	<u>\$ 1,237,198</u>	<u>\$ 1,406,027</u>

**CO: CITY OF BUCKHANNON WASTE COLLECTION
DEPRECIATION SCHEDULE-FYE 06/30/18
Waste - 6/2018**

DESCRIPTION	DATE ACQD	COST BASIS	
Additions			
2018 Int'l HX520 6x4 Trnsfr Tractor-3HSDPAPT	10/12/2017	124,500.00	
Toters (Quantity-6 000)	12/19/2017	262,394.00	
Leash cart tipfers-rotary HY V03601401 (Quantity	03/07/2018	149,060.75	
Welder-CP-302 Mgrunner	08/15/2018	5,646.00	
TOTAL ADDITIONS		<u>437,629.76</u>	
Removals			
TRAILER-OPEN TOP-1SP4S4526XM006361	05/26/99	42,250.00	Scrapped
New-Way Cobra 20 Cubic Yard Refuse Truck	01/31/08	44,999.58	Traded in
TOTAL REMOVED		<u>87,249.58</u>	
NET CHANGE		<u>350,380.18</u>	

**CITY OF BUCKHANNON - WASTE DEPT
NOTE PAYABLE ANALYSIS
2018**

Date of Note	Account #	Total per G/L	Short Term	Long Term	Description	Proof
Notes Payable:						
	244-000-00	179,674.13	42,808.48	136,855.65	Mercedes 2 Frltnrs	0.00
	244-000-01	97,802.74	24,927.39	72,875.35	2017 Freightliner	0.00
	244-000-02	265,099.67	55,821.77	209,277.90	Toters	0.00
	244-000-03	108,972.64	23,889.02	85,083.62	2018 Int'l Tractor	0.00
						0.00
						0.00
						0.00
						0.00
		<u>651,549.18</u>	<u>147,446.66</u>	<u>504,102.52</u>		<u>0.00</u>

G.2 Request for Bill Adjustment Rick Carrier:

Motion Albaugh/Fetty to approve bill adjustment-Carried unanimously.

Rick Carrier had two dumpster in two locations of Carrier Run Rd, Pronghorn and Big Horn Rds.

Mr. Carrier was billed for dumpster per residents that were occupied. In past we adjusted bill according to what Mr. Carrier said was occupied, often adjusting bill lower. We found out the dumpsters were always full.

Upon conversations with Mr. Carrier, he agreed to allow each of his tenants to sign individually for service.

The dumpsters were purchased back- 4 yd on 9/27/18 and 2 yd 10-9-18. When the dumpsters were picked up we counted the actual bags and billed Mr. Carrier for actual rather than by his verification that on 4 residents were occupied. This would be the final bill with dumpsters.

These dumpsters were set in the county and Mr. Carrier does not know where the garbage came from.

Mr. Carrier is stating that there were only 4 residents occupied in that time frame and should only be billed \$83.32 for the final bill and asks for an adjustment of \$126.69.

G.3 Approval to Hire-Vacancy-Laborer Position:

Logan Shannon has been temporarily filling the position, and now Mr. Arnold and Mr. Wamsley recommend hiring him to fill the position permanently. **Motion Albaugh/Fetty to hire Logan Shannon – Carried Unanimously.**

The City of Buckhannon Waste Collection Department will be accepting applications until Monday, December 3, 2018 for the following position.

- One, full time laborer position
- Must be in good physical condition and able to lift 50 pounds
- Age 18 years or older
- Possess a valid WV driver's license
- Possess at least a High School diploma or a GED
- Eligible candidate will be subject to a background check and drug test

Applications may be obtained at Buckhannon City Hall Mon. – Fri. 8:30 am. to 4:30 pm.

The City of Buckhannon is an EEOC employer committed to the principle of equal opportunity for all qualified persons, and employs without regard to any individual's creed, race, color, ethnicity, national origin, religion, gender, age, handicap, familial status, or sexual orientation.

Colin Reger-Recorder
City of Buckhannon

G.4 Update Toter/Polycarts: Mr. McCauley asked the department how many Toters remain to be delivered. Mr. Wamsley estimated that roughly half of the toters have been delivered within the past nine months. The department will continue to deliver the remainder of the toters into the beginning of 2019.

G.5 Request UCC-Waiving Fees -Dumpster Service at the UC Wellness Complex: The board requests that a representative of the UC Wellness Complex come to speak with the board concerning the issue.

UPSHUR COUNTY COMMISSION
Upshur County Administrative Annex
91 West Main Street, Suite 101 • Buckhannon, West Virginia 26201

Telephone: (304) 472-6535
Telecopier: (304) 473-2802

TDD Numbers
Business: 472-9559
Emergency: 911

October 23, 2018

City of Buckhannon Waste Department
C/o Jerry Arnold, Director of Public Works
70 East Main St.
Buckhannon, WV 26201

Sent Via Electronic Mail Only

RE: Dumpster Service at the Upshur County Wellness Complex

Jerry,

As you may know, the Upshur County Youth Soccer Association (UCYSA) is currently leasing the Upshur County Wellness Complex (behind the Event Center on Brushy Fork Road) from the County Commission. This lease has led to hundreds of children, parents, care-givers and coaches frequenting the property on a weekly basis. Currently, there isn't any trash service on location and the UCYSA President, Kevin Nicholson, has been transporting the garbage to the transfer facility on a weekly basis. This letter is to request the placement of a (4) yard dumpster at the Wellness Complex for future soccer seasons. The Spring season is roughly (August - October) and the Fall season is roughly (March - June). We would appreciate the Waste Departments consideration in waiving the fee associated with this rental and servicing. The UCYSA operates on a very limited budget in an effort to provide a low cost recreational sport to our youth who are so desperately in need of these activities.

If should have any questions, please feel free to contact me via email at clwallace@upshurcounty.org or by the telephone number listed above.

Sincerely,

Carrie L. Wallace, County Administrator

Cc: Kevin Nicholson, UCYSA President

G.6 Discussion Combination Waste/Street Departments Garage: The Board discussed a new building at the Transfer Station for the use of both the Waste and Street Departments. The board requests that the Waste Department begin developing a budget for the construction of the building.

Board Members Comments and Announcements -No comments.

Mayor's Comments and Announcements- No Comments.

Motion Fetty/Albaugh to adjourn at 5:13pm – Carried unanimously.

Mayor David McCauley _____

Recorder Colin Reger _____

