

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

A regular meeting of the Buckhannon Waste Collection Board was held on Thursday, October 1, 2020 at 4:00 p.m. in the Council Chambers of City Hall. The following individuals were in attendance:

Robbie Skinner	Mayor	Present
Randy Sanders	City Recorder	Present
Mary Albaugh	Board Member	Present
Scott Randall	Board Member	Present – by phone
Jeff Wamsley	Waste Department Supervisor	Present
Jay Hollen	City Engineer	Absent
Jerry Arnold	Director of Public Works	Present
Amberle Jenkins	Assistant Recorder/Director of Finance	Present
Tom O’Neill	City Attorney	Absent
Callie Cronin-Sams	Grants & Information Coordinator	Present – by phone

Guests: Monica Zalanick, MyBuckhannon.

Meeting Agenda Posted 09/28/2020

To Participate in a Utility Board meeting during the COVID-19 Stay at Home Order,
Please contact us at 304-472-1651 for the GoToMeeting link/access

City of Buckhannon Waste Collection Board Meeting- 4:00 pm in the Council Chambers of City Hall – Meeting Agenda for Thursday, October 1, 2020

- 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
- C. **Financial Report-Amby Jenkins**
 - C.1 **September 2020**
- D. **Department Report-Jeff Wamsley**
 - D.1 **Recycling Center Report**
 - D.2 **Transfer Station Report**
- E. **Correspondence and Information**
 - E.1
- F. **Consent Agenda**
 - F.1 **Approval of Minutes 09/03/2020**
- G. **Strategic Issues for Discussion and/or Vote**
 - G.1 **Approval City of Buckhannon Recycling Flyer 2020**
 - G.2 **Approval Employee Transfer- Josh Bryant from Street Department to Waste Department**
- H. **Board Members Comments and Announcements**
- I. **Adjournment**

Posted: 09/28/2020 **Next Meeting will be held on November 5, 2020**

A. Call to Order - The Mayor called the meeting to order.

A.1 Moment of Silence – Mayor Skinner asked us to join him in a Moment of Silence.

A.2 Pledge to the Flag of the United States of America - The Pledge to the Flag of the United States of America was led by Mary Albaugh.

B. Recognized Guests:

B.1 None

C. Financial Report

C.1 September 2020 – Amby Jenkins was not present, so the Mayor recognized City Recorder Randy Sanders who provided the following financial report that she had prepared:

**WASTE BOARD
CITY OF BUCKHANNON
BALANCE SHEET**

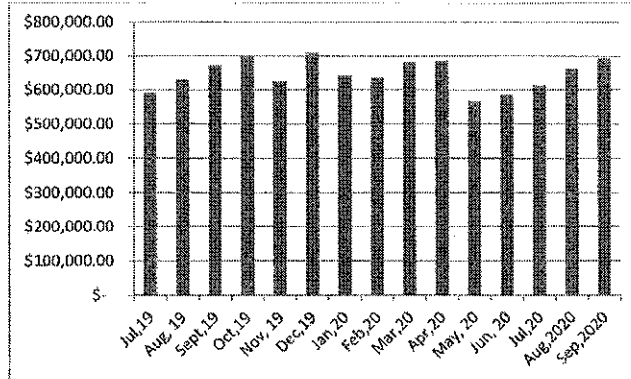
Balance September 30, 2020

Money Market & Checking \$ 694,033.23

CD opened 3-11-20 1.19% \$ 30,491.18

CDAR (CD Balances) \$ 27,542.47

Landfill Bond \$64,000.00 (not included in above CD total)



Money Market & Checking Trend

9-30-2020 09:20 PM

CITY OF BUCKHANNON
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2020

404-WASTE COLLECTION

% OF YEAR COMPLETED: 25.00

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	1,189.65	0.00	189.65	119.97
404-303-003-00 RECYCLE-OCC-CANDBOARD	1,000	821.60	1,661.20	0.00	661.20	166.12
404-303-004-00 RECYCLE-MGDP/SGDP-OFFICE P	0	0.00	0.00	0.00	0.00	0.00
404-303-005-00 RECYCLE-ROPE-MILK JUGS	0	0.00	981.25	0.00	981.25	0.00
404-303-006-00 RECYCLE-ONP-NEWSPAPER	0	0.00	0.00	0.00	0.00	0.00
404-316-000-00 DUMPSTERS	0	790.00	2,070.00	0.00	2,070.00	0.00
404-317-000-00 DUMPSTER RENTAL	82,000	7,769.77	23,861.66	0.00	58,138.34	29.16
TOTAL TAXES	84,000	9,321.37	29,663.76	0.00	64,335.24	39.31
OTHER FEES						
404-341-000-00 FUEL SURCHARGE	100,000	5,253.37	16,337.39	0.00	83,662.61	16.34
TOTAL OTHER FEES	100,000	5,253.37	16,337.39	0.00	83,662.61	16.34
UTILITY BILLINGS						
404-350-000-00 WASTE COLLECTION BILLINGS	2,335,000	219,062.44	655,485.38	0.00	1,679,514.62	28.97
TOTAL UTILITY BILLINGS	2,335,000	219,062.44	655,485.38	0.00	1,679,514.62	28.97
HEALTH AND SAFETY						
404-355-000-00 TRANSFER ST/LANDFILL REGE	268,000	37,343.45	114,927.16	0.00	153,072.84	42.88
TOTAL HEALTH AND SAFETY	268,000	37,343.45	114,927.16	0.00	153,072.84	42.88
GRANTS						
404-364-000-00 STATE GRANTS	0	0.00	0.00	0.00	0.00	0.00
404-368-000-00 CONTRIBUTION FROM UCSWA	0	0.00	0.00	0.00	0.00	0.00
TOTAL GRANTS	0	0.00	0.00	0.00	0.00	0.00
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	50.00	0.00	150.00	25.00
TOTAL INTRAFUND CONTR/CHARGES	200	0.00	50.00	0.00	150.00	25.00
OTHER REVENUE						
404-380-000-00 INTEREST	200	0.00	90.31	0.00	109.69	45.16
404-391-000-00 MAINT BILLING OTHER DEPTS	1,000	0.00	618.63	0.00	381.37	61.86
404-399-000-00 WASTE COLL. MISCELLANEOUS	10,000	6,619.99	31,710.00	0.00	16,710.00	211.40
404-399-000-02 GAIN ON DISPOSAL OF ASSET	0	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER REVENUE	16,200	6,619.99	32,419.00	0.00	16,219.00	206.12
TOTAL REVENUE	2,803,400	277,990.62	848,862.69	0.00	1,954,517.31	30.28

9-30-2020 07:20 PM

CITY OF BUCKHANNON
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2020

404-WASTE COLLECTION

% OF YEAR COMPLETED: 75.00

Table with 7 columns: DEPARTMENTAL EXPENDITURES, CURRENT BUDGET, CURRENT PERIOD, YEAR TO DATE ACTUAL, TOTAL ENCUMBERED, BUDGET BALANCE, & YTD BUDGET. Rows include WASTE DEPARTMENT, CONTRACTUAL SERVICES, COMMODITIES, CAPITAL OUTLAY, and CONTRIBUTIONS.

9-30-2020 07:20 PM

CITY OF BUCKHANNON
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2020

404-WASTE COLLECTION

% OF YEAR COMPLETED: 75.00

Table with 7 columns: DEPARTMENTAL EXPENDITURES, CURRENT BUDGET, CURRENT PERIOD, YEAR TO DATE ACTUAL, TOTAL ENCUMBERED, BUDGET BALANCE, & YTD BUDGET. Rows include LANDFILL, CONTRACTUAL SERVICES, CAPITAL OUTLAY, CONTRIBUTIONS, and TRANSFER STATION.

9-30-2020 07:20 PM

CITY OF BUCKHANNON
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: SEPTEMBER 30TH, 2020

404-WASTE COLLECTION

% OF YEAR COMPLETED: 25.00

Table with 7 columns: DEPARTMENTAL EXPENDITURES, CURRENT BUDGET, CURRENT PERIOD, YEAR TO DATE ACTUAL, TOTAL ENCUMBERED, BUDGET BALANCE, & YTD BUDGET. Rows include WASTE BOARD, CONTRACTUAL SERVICES, and various administrative expenses.

404 WASTE COLLECTION

% OF YEAR COMPLETED: 25.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
404-334-226-00 INSURANCE & BONDS	18,000	868.47	4,202.19	0.00	10,797.81	26.01
TOTAL CONTRACTUAL SERVICES	44,200	1,240.22	7,495.57	0.00	36,504.43	17.41
COMMODITIES						
404-334-357-00 PSC ASSESSMENTS	9,800	0.00	6,981.74	0.00	2,818.26	71.24
404-334-328-00 MISCELLANEOUS	0	0.00	0.00	0.00	0.00	0.00
TOTAL COMMODITIES	9,800	0.00	6,981.74	0.00	2,818.26	71.24
CAPITAL OUTLAY						
404-334-455-00 NEW COMPUTER CAPITAL OUTL	7,500	385.63	1,157.49	0.00	6,342.51	15.43
TOTAL CAPITAL OUTLAY	7,500	385.63	1,157.49	0.00	6,342.51	15.43
NON-OPERATING EXPENSES						
404-334-599-00 GEN & ADM MISC BILLING EX	51,000	1,604.44	16,190.66	0.00	34,809.34	31.75
TOTAL NON-OPERATING EXPENSES	51,000	1,604.44	16,190.66	0.00	34,809.34	31.75
TOTAL WASTE OFFICE/BOARD	373,254	23,608.01	89,365.98	0.00	283,888.02	23.94
BAD DEBT						
NON-OPERATING EXPENSES						
404-550-470-00 BAD DEBT EXPENSE (TOTAL)	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	3,196,539	243,416.31	721,286.03	0.00	2,475,252.87	22.56
REVENUE OVER/(UNDER) EXPENDITURES	(393,539)	34,484.31	127,585.86	0.00	(511,124.86)	32.42

10-01-2020 06:04 AM

Disbursements 09-01-20 to 09-30-20

FUND: WASTE COLLECTION

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
WASTE DEPARTMENT	MPL CORPORATION	530-999-00	COLLECTION MISCELLAN	WASTE TOWER ADDRESS SEPT 20	100.00
	NON POWER	530-213-00	WASTE COLL. UTILITIE	110000001545 WASTE GARAGE	476.52
	LYEING OIL COMPANY	530-343-01	GAS & OIL EXPENSE 1,	WASTE DEPT AUG 2020 FUEL B	4,949.16
	WHEELER AUTO PARTS INC	530-343-00	SHOP MAINTENANCE	BATTERY	160.18
	HETPST CORP.	530-345-00	WASTE COLL. UNIFORMS	ALL DEPT AUG 2020 UNIFORMS	1,277.09
	COLE TRUCK PARTS INC.	530-343-00	TRUCK MAINTENANCE	FILTER	35.02
		530-343-00	TRUCK MAINTENANCE	STOP BALL, STAT SIGNAL	45.29
		530-343-00	TRUCK MAINTENANCE	BLACK AUTO BAL DRUM	689.44
		530-343-00	TRUCK MAINTENANCE	DAM POSITION SENSOR	44.71
	OFFICEDIRECTLY.COM	530-999-00	COLLECTION MISCELLAN	PCRD-FILERS LABELS PAPER	52.10
	VALLEY STEEL SERVICE	530-341-00	SHOP MAINTENANCE	FLAT SQUARE TUBE	289.16
	SOUTHERN STATES COOP INC	530-399-00	COLLECTION MISCELLAN	STEEL TUB BOXES - JACOB	211.93
		530-399-00	COLLECTION MISCELLAN	BOOTS, DANNS B	156.09
		530-399-00	COLLECTION MISCELLAN	BOOTS LOGAN SHANNON	211.95
	ENCOVA INSURANCE	530-105-00	WASTE EMPLOYEE INSR	WASTE SEPT INSURANCE	38.49
	AIRGAS USA, LLC	530-341-00	SHOP MAINTENANCE	ARGON	49.30
		530-341-00	SHOP MAINTENANCE	TANK LEASE HAZMAT	134.65
	WV PUBLIC EMPLOYEES INSURANC	530-105-00	WASTE EMPLOYEE INSR	WASTE SEPT INSURANCE	7,809.06
		530-105-00	WASTE EMPLOYEE INSR	WASTE SEPT INSURANCE	38.49
		530-105-00	WASTE EMPLOYEE INSR	WAS SEPT RETIREE'S SUBSIDY	2,869.05
	MATHENY MOTOR TRUCK CO	530-343-00	TRUCK MAINTENANCE	SWITCH ROCKER	112.48
	AUTO ZONE	530-343-00	TRUCK MAINTENANCE	HOFFLER, TAIL PIPE	120.69
	NAPA-AUTOWER AUTO SUPPLY	530-343-00	TRUCK MAINTENANCE	FUEL, AIR, OIL FILTERS	135.37
		530-341-00	SHOP MAINTENANCE	FITTINGS	188.97

#1,880.00 - Cole Truck Parts - Pro/Alli Trans - R-21
 #1,632.50 - Accent Wire Tie - Box Tie wire
 #1,496.85 - Brechbuhler Seals Inc - Seal Inspection
 #516,339.14 54 S Landfill - July Hopping Fees
 #23,256.16 Tire & Rubber - August Tire & CD Disposal

10-01-2020 08:04 AM

Disbursements 09-01-20 to 09-30-20

FUND: WASTE COLLECTION

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
		530-343-00	TRUCK MAINTENANCE	OIL FILTERS, PENETRANT	91.54
		530-343-00	TRUCK MAINTENANCE	MIRRORS, HOSE, NOOLYDE	57.80
		530-343-00	TRUCK MAINTENANCE	BATTERY, CORE, CABLE	283.79
		530-343-00	TRUCK MAINTENANCE	CONNECTOR, STRAIGHT TUBING	15.46
		530-343-00	TRUCK MAINTENANCE	FUNE TAP, PRIMARY WIRE,	30.37
		530-341-00	SHOP MAINTENANCE	FITTINGS	30.64
	WESTFIELD INSURANCE	530-105-00	WASTE EMPLOYEE INSR	4-1-20 TO 4-1-2021 QTRLY P	124.23
	HARBOR FREIGHT TOOLS	530-341-00	SHOP MAINTENANCE	SCHEIDT FILTER	70.00
	LODSON BROS EXTERMINATING CO	530-341-00	SHOP MAINTENANCE	WEST WEST MONTHLY	70.00
	CRANE SALES & SERVICE	530-341-00	SHOP MAINTENANCE	GAS CAP	8.98
	FIRST COMMUNITY BANK	530-409-01	WASTE EMPLOYEE RETIR	605 SEPT 2020 FORM BYMT	2,215.28
	WV PUBLIC EMPLOYEES RETIREMEN	530-105-00	WASTE EMPLOYEE RETIR	WV RETIREMENT CONTRIBUTION	1,841.83
		530-105-00	WASTE EMPLOYEE RETIR	WV RETIREMENT CONTRIBUTION	1,841.83
		530-105-00	WASTE EMPLOYEE RETIR	WV RETIRE TRIMM CONTRIBUTI	483.73
	ENTERPRISE FN TRUST	530-409-00	WASTE COLL. NEW EQUI	WV RETIRE TRIMM CONTRIBUTI	864.18
		530-409-00	WASTE COLL. NEW EQUI	22K0X 2019 FORD F-150 RYN	993.82
		530-409-00	WASTE COLL. NEW EQUI	22K0X 2019 FORD F-150 RYN	738.04
		530-409-00	WASTE COLL. NEW EQUI	22K0X 2019 FORD EXPLORER	983.11
		530-213-00	WASTE COLL. UTILITIE	642-1501 613-0113 0002	918.00
		530-213-00	WASTE COLL. UTILITIE	677-4506 3057 3057	50.76
	SPRINT	530-409-00	WASTE COLL. UTILITIE	ALL DEPT SEPT 2020 CENTARS	171.31
	RELIABLE TIRE COMPANY	530-343-00	TRUCK MAINTENANCE	STEER TIRRE	394.56
		530-343-00	TRUCK MAINTENANCE	REPAIR, CAPS	664.50
		530-343-00	TRUCK MAINTENANCE	CAPS & SECTION REPAIR	293.00
		530-343-00	TRUCK MAINTENANCE	STEER TIRRE	821.00
	COMMUNITY BANK	530-409-00	WASTE COLL. NEW EQUI	WAS SEPT 2020 FREIGHT LHM	694.67
	TOOLS ETC.	530-341-00	SHOP MAINTENANCE	FLIERS, ROLD DISK	2,311.87
		530-341-00	SHOP MAINTENANCE	ALLEN SOCKET LITE SOCKET	105.00
	ST JOSEPH HOSPITAL OF BUCKHA	530-999-00	COLLECTION MISCELLAN	COVTS-19 TESTING	189.00
		530-999-00	COLLECTION MISCELLAN	LAB TEST TERRY HAWKINS	148.00
		530-999-00	COLLECTION MISCELLAN	LAB TEST PAUL LEICHLITER B	70.00
		530-999-00	COLLECTION MISCELLAN	LAB TEST JEFF WAMBLEY	70.00
		530-999-00	COLLECTION MISCELLAN	LAB TEST BJ TETTE	70.00
		530-999-00	COLLECTION MISCELLAN	LAB TEST JACOB HICHLITER	70.00
	WALMART STORES INC -BUCKHANN	530-104-00	WASTE COLL. F.I.C.A.	TOWELS, PAPER CLIPS	36.61
	INTERVAL KREWEYS SERVICE	530-104-00	WASTE COLL. F.I.C.A.	FLCA WITHHELD AND MATCHED	1,469.15
		530-104-00	WASTE COLL. F.I.C.A.	MEDICARE WITHHELD & MATCHE	1,474.24
		530-104-00	WASTE COLL. F.I.C.A.	MEDICARE WITHHELD & MATCHE	343.09
	HARBORAL INDUSTRIAL	530-343-00	TRUCK MAINTENANCE	TRUCK MAINTENANCE	344.82
		530-341-00	SHOP MAINTENANCE	SPR. SOCKET CAP BUSHING	7.00
	DEY INSURANCE SERVICES LLC	530-105-00	WASTE EMPLOYEE INSR	GROUP BENEFIT PER 2ND INST	1,046.16
	PAVFLIN	530-105-00	WASTE EMPLOYEE INSR	WAS SEPT NSA FEE	52.00
	MARKET REGISTER LLC	530-459-00	WASTE COLL. NEW EQUI	PCRD-CAMERAS FOR TRPS	217.50
	NEWBORN INTERNATIONAL SALES	530-344-00	MAINTENANCE OTHER DE	SWITCH	319.59
	AT&T MOBILITY	530-213-00	WASTE COLL. UTILITIE	344 677-3883 JERRY ARSOLD	191.25
	SPRINTER	530-213-00	WASTE COLL. UTILITIE	472-1651-101515-4 CITY HALL	64.60
		530-213-00	WASTE COLL. UTILITIE	372 443-101015-4 WASTE	61.14
		530-213-00	WASTE COLL. UTILITIE	104-004-2273-00000-4	24.17
	TRAVELERS INSURANCE	530-226-00	COMP. UNEMP. & INSR	OCT 2020 INS PREM AUTO LIA	789.53

10-01-2020 08:04 AM

Disbursements 09-01-20 to 09-30-20

FUND: WASTE COLLECTION

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	**PAYROLL EXPENSES			9/01/2020 - 9/30/2020 TOTAL:	47,791.89 94,710.93
RECYCLING DEPARTMENT	BOB POWER	531-213-00	UTILITIES	11008931701 RECYCLING GEN	281.06
	LYONS OIL COMPANY	531-343-01	FUEL - RECYCLING GEN	WASTE DEPT AUG 2020 FUEL B	490.93
	FISHER AUTO PARTS INC	531-343-00	TRUCK MAINTENANCE	OIL GREASE	37.32
	COLE TRUCK PARTS INC	531-343-00	TRUCK MAINTENANCE	PTO ALLI TRAMS ,CHARGE	1,680.00
	SOUTHERN STATES COOP INC	531-343-01	FUEL RECYCLING GEN	PROGRAM	49.89
	ENCOVA INSURANCE	531-226-00	INSURANCE & BONDS	WCB1005474 8-3 TO 9-1-2020	206.59
	WV PUBLIC EMPLOYEES INSURANCE	531-105-00	GROUP INSURANCE	WASTE SEPT INSURANCE	566.00
		531-105-00	GROUP INSURANCE	WASTE SEPT INSURANCE	7.70
		531-105-00	GROUP INSURANCE	WAS AUG RETIREE'S SUBSIDY	320.00
		531-105-00	GROUP INSURANCE	WAS SEPT RETIREE'S SUBSIDY	320.00
	NAPA-AUTOWOR AUTO SUPPLY	531-343-02	EQUIPMENT MAINTENANC	10W30 OIL	27.98
		531-343-02	TRUCK MAINTENANCE	WIPER BLADES - FC1	29.98
	WESTFIELD INSURANCE	531-226-00	INSURANCE & BONDS	4-1-20 TO 4-1-2021 QTRLY P	182.22
	LOWES BUSINESS ACCOUNTS	531-399-00	MISCELLANEOUS	GULF GUTTER	35.18
		531-343-02	EQUIPMENT MAINTENANC	CLEAR GAUL, BLBS	9.18
	WV PUBLIC EMPLOYEES RETIREME	531-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	358.68
		531-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	325.60
	ACCENT WIRE-TIE	531-343-02	EQUIPMENT MAINTENANC	SALV SGL LOOP BT	1,632.50
	SIGN GRX INC	531-399-00	MISCELLANEOUS	OFFICE PAPER ONLY DECALS	76.60
	INTERNAL REVENUE SERVICE	531-104-00	FICA TAX	FICA WITHHELD AND MATCHED	221.23
		531-104-00	FICA TAX	FICA WITHHELD AND MATCHED	202.21
		531-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	81.73
		531-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	47.52
	PEOPLES NATURAL GAS	531-213-00	UTILITIES	200000184083 RECYCLE DEPT	12.50
	UNIT INSURANCE SERVICES LLC	531-105-00	GROUP INSURANCE	GROUP BENEFIT FEE 2ND INST	116.24
	PAYLEX	531-105-00	GROUP INSURANCE	WAS SEPT HSA FEE	9.75
	**PAYROLL EXPENSES			9/01/2020 - 9/30/2020 TOTAL:	6,882.96 14,648.99
LANDFILL	SUCKANOR UTIL BOARD	532-216-01	TREATMENT OF LEACHAT	MUDLICK LEACHATE SEPT 2020	2,084.12
	RELIANCE LABORATORIES INC	547-216-01	TREATMENT OF LEACHAT	WASTE LEACHATE TEST	106.00
	HARRISON RURAL ELECTRIC	532-216-00	TESTING/MCHTOR WELL	LANDFILL POWER 9/120	228.47
				TOTAL:	2,418.59
TRANSFER STATION	BOB POWER	533-213-00	UTILITIES	11008931610 MUD WTRK RD	213.65
	LYONS OIL COMPANY	533-343-01	FUEL/OIL TRANSFER NT	WASTE DEPT AUG 2020 FUEL B	2,949.54
	UNIFEST CORP.	533-343-00	DRIFORMS	ALL DEPT AUG 2020 UNIFORMS	387.40
	COLE TRUCK PARTS INC	533-343-02	MAINTENANCE TRUCK/TR	HUB CAP, HUB OIL	22.00
	ENCOVA INSURANCE	533-226-00	INSURANCE & BONDS	WCB1005474 8-3 TO 9-1-2020	413.19
	WV PUBLIC EMPLOYEES INSURANCE	533-105-00	GROUP INSURANCE	WASTE SEPT INSURANCE	559.00
		533-105-00	GROUP INSURANCE	WASTE SEPT INSURANCE	4.80
		533-105-00	GROUP INSURANCE	WAS AUG RETIREE'S SUBSIDY	320.00
		533-105-00	GROUP INSURANCE	WAS SEPT RETIREE'S SUBSIDY	320.00
	RELIANCE LABORATORIES INC	533-216-00	DRAINAGE EXPENSE TRA	WASTE TR STA TEST	106.00
	WORLDWIDE JUNK LER	533-343-02	MAINTENANCE TRUCK/TR	WINDOW MOTOR, SHIFTING	32.00
	NAPA AUTOWER AUTO SUPPLY	533-343-02	MAINTENANCE TRUCK/TR	FILTER AIR, OIL	342.88
	TERRY W RIDE	533-460-00	TIEPING FEES	TUGGLE SWITER, LOCKBUT	13.50
		533-460-00	TIEPING FEES	REFRIGERANT EVAC	675.00
	WESTFIELD INSURANCE	533-226-00	INSURANCE & BONDS	4-1-20 TO 4-1-2021 QTRLY P	109.22
	BECHTOLD SCALES INC	533-343-00	EQUIPMENT MAINTENANC	SACALE INSPECTION	1,400.00

10-01-2020 08:04 AM

Disbursements 09-01-20 to 09-30-20

FUND: WASTE COLLECTION

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	B & S LANDFILL INC / WASTE M	533-460-00	TIEPING FEES	WASTE TIP FEES -DELETC	50,339.14
	WV PUBLIC EMPLOYEES RETIREME	533-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	133.07
		533-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	334.65
	CITIZENS BANK OF WV	533-458-00	NEW EQUIPMENT	WAS DEPT 2020 GARAGE TRK	2,339.50
		533-458-00	NEW EQUIPMENT	WAS CLOSED TOP TRAILER OCT	1,100.97
	STEVEN J RODEBLAVER	533-989-00	MISCELLANEOUS TRANSF	SQUARE FOOT SURVEY	18.00
	COMMUNITY BANK	533-458-00	NEW EQUIPMENT	WV DEPT 200 ROAD TRACTOR	2,360.81
	INTERNAL REVENUE SERVICE	533-104-00	FICA TAX	FICA WITHHELD AND MATCHED	209.20
		533-104-00	FICA TAX	FICA WITHHELD AND MATCHED	209.19
		533-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	48.46
		533-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	48.49
	PEOPLES NATURAL GAS	533-213-00	UTILITIES	200000184083 WASTE COLL	37.21
	UNIT INSURANCE SERVICES LLC	533-105-00	GROUP INSURANCE	WCB-MADE SHEET DEPT	134.97
	TIRE AND RUBBER INC	533-460-00	TIEPING FEES	GROUP BENEFIT FEE 2ND INST	116.24
	PAYLEX	533-105-00	GROUP INSURANCE	AUG 2020 TRK & CD DISPOSAL	23,286.14
	NEWTON INTERNATIONAL SALES	533-343-02	MAINTENANCE TRUCK/TR	WAS SEPT HSA FEE	6.50
	FRONTIER	533-213-00	UTILITIES	472-6443-BUT 15-4 WASTE	61.34
	TRAVELERS INSURANCE	533-226-00	INSURANCE & BONDS	OCT 2020 INS PREM AUTO LIA	789.53
	**PAYROLL EXPENSES			9/01/2020 - 9/30/2020 TOTAL:	6,422.40 100,037.75
WASTE OFFICE/BOND	RALEIGH PRESS INC	534-999-00	GEN & ADM MISC BILLI	RECEIPT BOOK, LETTERHEAD	409.10
	OFFICE SUPPLY CORP	534-999-00	GEN & ADM MISC BILLI	NOAD-BINGEL/WIPES/CONTRAT	62.98
	ENCOVA INSURANCE	534-226-00	INSURANCE & BONDS	WCB1005474 8-3 TO 9-1-2020	18.17
	DITNEY BOWES INC	534-218-00	POSTAGE	SEPT 2020 PERMIT POSTAGE	379.75
	WV PUBLIC EMPLOYEES INSURANCE	534-105-00	GROUP INSURANCE	WASTE SEPT INSURANCE	727.00
		534-105-00	GROUP INSURANCE	WASTE SEPT INSURANCE	4.20
		534-105-00	GROUP INSURANCE	WAS AUG RETIREE'S SUBSIDY	320.00
		534-105-00	GROUP INSURANCE	WAS SEPT RETIREE'S SUBSIDY	320.00
	WESTFIELD INSURANCE	534-226-00	INSURANCE & BONDS	4-1-20 TO 4-1-2021 QTRLY P	58.77
	WV PUBLIC EMPLOYEES RETIREME	534-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	579.30
		534-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	579.31
		534-106-00	GROUP RETIREMENT	WV RETIREE'S CONTRIBUT	125.90
		534-106-00	GROUP RETIREMENT	WV RETIREE'S CONTRIBUT	86.45
	PAYROLL ACCOUNT (ALL DEPT)	534-999-00	GEN & ADM MISC BILLI	AGG 2020 SA FEES	193.49
	THOMAS J O'NEILL	534-999-00	GEN & ADM MISC BILLI	REIMS ANN STATE BAR LIC FE	62.50
	COLLECTION ACCOUNT	534-999-00	GEN & ADM MISC BILLI	AGG 2020 CREDIT CARDS	859.90
	TECHNICAL FINANCIAL SERVICES	534-999-00	GEN & ADM MISC BILLI	CITY HALL COPIER LEASE	139.03
	DOLLAR GENERAL CORPORATION	534-999-00	GEN & ADM MISC BILLI	CRANFORD SHELFERS	31.82
	PAYSON RICE NETWORKS INC	534-999-00	GEN & ADM MISC BILLI	SEPT 2020 SERVICE CONTRACT	312.90
	DEPT SOLUTIONS LLC	534-999-00	GEN & ADM MISC BILLI	CIVIL 3D,MAP3D, CAD,ACC	727.72
	COMMUNITY BANK	534-458-00	NEW COMPUTER CAPITAL	ASCP#771901071 SEPT COMP S	385.83
	WALMART STORES INC -HARRMAN	534-999-00	GEN & ADM MISC BILLI	COPY HALL SUPPLIES	37.50
	INTERNAL REVENUE SERVICE	534-104-00	FICA TAX	FICA WITHHELD AND MATCHED	473.97
		534-104-00	FICA TAX	FICA WITHHELD AND MATCHED	418.71
		534-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	110.83
		534-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	97.91
	AMAZON.COM	534-999-00	GEN & ADM MISC BILLI	DCRD-FLERS; IFR; TRIPD; SDRP	36.99
	UNIT INSURANCE SERVICES LLC	534-105-00	GROUP INSURANCE	GROUP BENEFIT FEE 2ND INST	87.80
	PAYLEX	534-105-00	GROUP INSURANCE	WAS SEPT HSA FEE	5.75
	FISHER CREDIT CLERK	534-999-00	GEN & ADM MISC BILLI	R. ROBINSON RETIREE CLAIM	5.00
	TYLER TECHNOLOGIES INC	534-999-00	GEN & ADM MISC BILLI	EPSON RCT MAINT TYLER U MA	551.84
		534-999-00	GEN & ADM MISC BILLI	EPSON INTERNAL MAINT PRINT MAI	81.74

10-01-2020 08:04 AM

Disbursements 09-01-20 to 09-30-20

FUND: WASTE COLLECTION

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	ROSSMAN & CO/FCB CORP	534-999-00	GEN & ADM MISC BILLI	DEBT COLLECTION AUG 2020	91.15
	TRAVELERS INSURANCE	534-226-00	INSURANCE & BONDS	OCT 2020 INS PREM AUTO LIA	789.53
	SURELINK	534-999-00	GEN & ADM MISC BILLI	CITY HALL INTERNET 9/2/20	31.87
	**PAYROLL EXPENSES			9/01/2020 - 9/30/2020 TOTAL:	14,413.29 23,608.01

A motion to approve the September 2020 Financial Report was made by Albaugh/Randall. Motion carried.

D. Department Reports

Jeff Wamsley reported that they had another truck that had an engine fail. The engine was not

repairable, and he is still looking for a replacement engine. Mr. Wamsley also reported that there is a possibility S & S Landfill may be closing. If so, the next nearest landfill would be Waste Management - Meadowfill Landfill in Bridgeport.

D.1 Recycling Center Report - Jeff gave his Recycling Report as follows:

City of Buckhannon Recycling Center				DATE: Sep-20
Inventory & Balance Sheet				
	Uproc.	Proc	Total	
ONP	1.5	15.92	17.42	
OCC	6.7	24.88	25.58	
MGOP	0.7	19.66	20.36	
STEEL	0.3	17.33	17.63	
ALUM.	0.2	0.67	0.87	
E-WASTE	0	0	0	
Pete #1	0.08	3.88	3.96	
No. 2	0.68	12.47	12.55	
Total	3.56	94.81	98.37	
Inventory 10/1/20				98.37
Inventory 9/1/20				86.1
Diff.				12.27
Loads Shipped				21.53
Total Diff. Inventory & Loads Shipped				33.8
Total Received				33.8
Less Garbage				0
Total				33.8
Crossroads Totals				Garbage 0
0				
Residential Curbside				Garbage 100
1500				
Appliance Iron		Total	Total \$	
39540		6380	\$ 1,354.30	
Yard Debris				
10000				

D.2 Transfer Station Report - Jeff reviewed the following Transfer Station Report:

City of Buckhannon Transfer Station Totals			
September		2020	
Total Transactions		3146	
Total Weight		1511.38	
Total Cash Received		\$39,437.45	
Total City Trucks		\$68,863.66	827.17 tons
Total Charge		\$30,023.40	
Grand total		\$138,324.51	
Total C/D Material		385.04	
Total Commercial/Residential		1113.79	
Bulky Goods	Steel	Waste	Total
	4	2.49	6.49

City Recorder Sanders ask what challenges the closing of S & S Landfill would create. Mr. Wamsley indicated that with the additional distance to Bridgeport, we would need to consider an additional truck be added so that we could maintain an acceptable transportation schedule.

Sanders also reminded the Board that the Waste Board financials are not yet complete and they will be needed before we can begin a rate study.

E. Correspondence and Information – None.

F. Consent Agenda

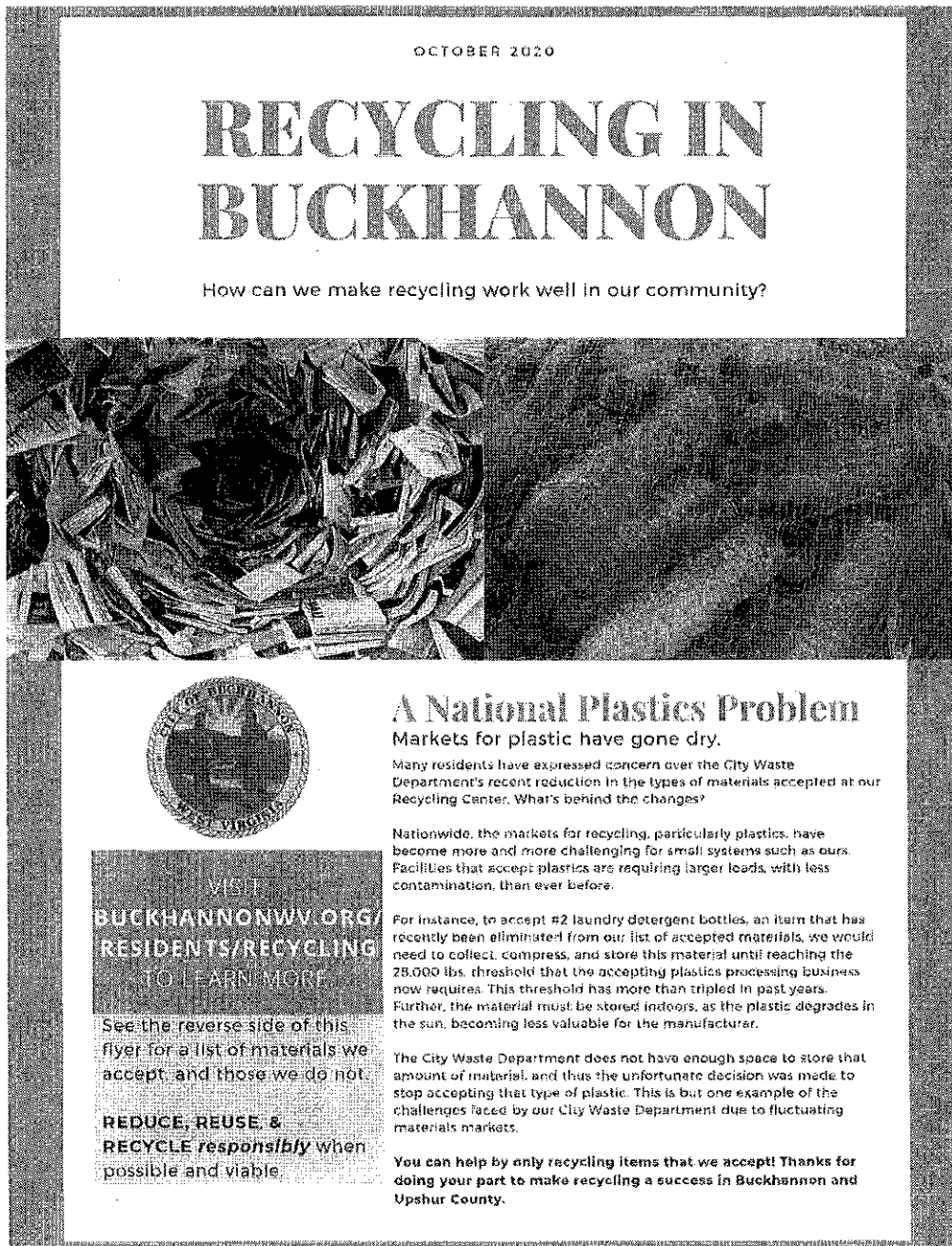
F.1 Approval of Minutes 09/03/2020

Motion made by Albaugh/Randall to approve the Minutes of 09/03/2020. Motion carried.

G. Strategic Issues for discussion and/or vote

G.1 Approval City of Buckhannon Recycling Flyer 2020 – Callie Cronin-Sams explained the Buckhannon Recycling Flyer 2020 including the need for it and the information that it contains.

Motion to approve the Buckhannon Recycling Flyer 2020 was made by Albaugh/Randall. Motion carried.





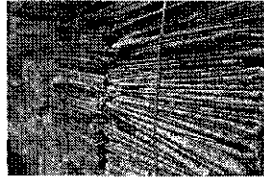
City of Buckhannon Recycling Guide 2020

As consumers, we all have a responsibility to know what goes in the recycling bin and what does not. Questions?
Call the City Waste Department at (304) 472-4443.

Yes, please!



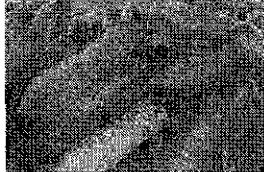
Aluminum & Steel Cans



Newspapers & Office Paper

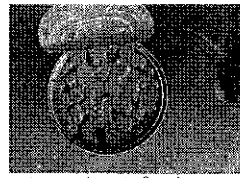


Corrugated Cardboard



#1 Plastic water & Soda Bottles;
#2 Milk Jugs

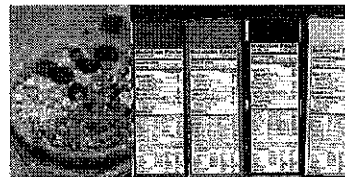
Nope...Sorry.



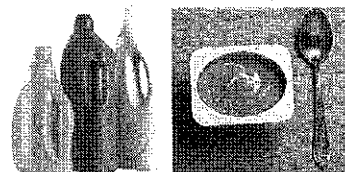
Aerosols, pet food, any can with a liner



Magazines and glossy paper



Pizza Boxes, Cereal Boxes, Paperboard



ANY OTHER PLASTIC.

G.2 Approval Employee Transfer- Josh Bryant from Street Department to Waste Department – Jerry Arnold, the Director of Public Works, explained that Josh Bryant, an employee for the Street Department, had requested a transfer to the Waste Department and has been working there now receiving the necessary training. His wages remain the same as he is still an entry level City employee. Mr. Arnold is requesting that the Board approve this transfer, making it permanent.

Motion to approve the Employee Transfer of Josh Bryant from the Street Department to the Waste Department was made by Albaugh/Randall. Motion carried.

H. Board Members Comments and Announcements

Albaugh – Board Member Albaugh discussed an effort that she is leading to find drop boxes, similar to mail boxes, for community members to use to turn in old flags so that they can be properly disposed of by the VFW and America Legion. She has spoken to Jeff Wamsley about placing one at the Transfer Stations, which he agrees to accepting. All Board Members commended her for this effort.

Randall – Board Member Randall ask for a clarification on the landfills that we have used over the years and Mr. Wamsley confirmed that we have used the S & S Landfill for many years and, when necessary, we use the Meadowfill Landfill in Bridgeport. This prompted an additional discussion regarding the need for an additional truck and the consideration of repairing and replacing other trucks that are in our fleet, and that all of these concerns must be considered in the upcoming rate study.

Mayor Skinner – The Mayor thanked everyone in the Waste Department for their hard work.

I. Adjournment

There being no further business to be transacted, the Chair adjourned the meeting at 4:35 pm. Motion carried.

Mayor Robert Skinner III

City Recorder Randall H. Sanders
