

**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 7, 2021, at 7:30 a.m. in the Council Chambers of City Hall. The following individuals were in attendance (GTM – GoToMeeting):

Robbie Skinner	Mayor	Present
Randy Sanders	City Recorder	Present
Shelia Lewis-Sines	Board Member	Present
Scott Randall	Board Member	Present - by GTM
Jay Hollen	City Engineer	Present - by GTM
Jerry Arnold	Director of Public Works	Present
Brad Hawkins	Street Commissioner	Absent
Amberle Jenkins	Assistant Recorder/Director of Finance	Present
Tom O'Neill	City Attorney	Absent

Guests: None

*To participate in a Utility Board meeting virtually, regular participants and members of the public are invited to contact City Hall at 304-472-1651 for the GoToMeeting link/access.*

***City of Buckhannon Waste Collection Board Meeting– 7:30 a.m. in the Council Chambers of City Hall –  
Meeting Agenda for Thursday, October 7, 2021***

- 
- 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 2021
  - D. Department Report**
    - D.1 Recycling Center Report
    - D.2 Transfer Station Report
    - D.3 Waste Collection Report
  - E. Correspondence and Information**
    - E.1 Selection of On-Call Professional Engineering Services-City Council Approval on 09/16/21 Potesta & Associates, Inc.
    - E.2 City PR: UCSWA Free Paper Shred Event
  - F. Consent Agenda**
    - F.1 Approval of Minutes: 09/01/2021
  - G. Strategic Issues for Discussion and/or Vote**
    - G.1 Waste Collection Board Budget Revision
    - G.2 Discussion/Vote Salary Increase Jerry Arnold-Waste Collection Supervisor
    - G.3 Postponement Purchase of Hook Lift Compactor Body to Next Budget Year
  - H. Board Members Comments and Announcements**
  - I. Executive Session -Personnel Matters Per WV Code § 6-9A-4**
  - J. Adjournment**

Posted 10/01/2021

**A. Call to Order** - The meeting was called to order by Mayor Robbie Skinner who asked all to join him in a moment of silence. He then led the attendees in the Pledge to the Flag of the United States of America.

**B. Recognized Guests:**

**B.1 None**

**C. Financial Report - Amby Jenkins**

**C.1 September 2021** – Amby Jenkins presented the following financial report, including the summary of the rent payment schedule for the Waste Department use of the property at Mudlick.

Mrs. Jenkins reminded City Council that in December 2020, the Waste Collection Board traded a piece of property located on Upper Pecks Run to Mike Ross.

The property was appraised a few years ago for \$35,000. The City of Buckhannon was purchasing the property at 395 Mudlick Road in the amount of \$1,500,000 from Mike Ross.

The property at 395 Mudlick Road was to be shared by both the Street Department and Waste Collection Departments.

The trade to Mike Ross reduced the amount borrowed by the City of Buckhannon by \$35,000. In exchange for the \$35,000, the Waste Collection Board would receive 6 months of rent/lease.

There has not been any set amount of rent to be paid by Waste Collection Board to the City of Buckhannon.

The City currently pays:

\$9,775.00 per month to First Community Bank

\$1,000.00 approximately in utility bills and insurance

\$10,775.00 per month

Note that the Upshur County Health Department pays \$500.00 per month for use of office space at the facility.

In speaking with Mr. Arnold, he estimated that the Waste Department utilizes about 30% of the facility.

As of now, the Waste Collection Board has not paid any rent to the City of Buckhannon other than the trade value of the property (\$35,000). She suggests, given the current finances of the Waste Collection Board, that this Board should pay \$2000 per month and asked Council to revise the agreement in which the \$35,000 that originally offset 6 months of use of the facility now offset 17 months of use of the facility. This would help the Waste Collection Board with their finances while waiting on a rate increase possibly taking place next year. This would make the first \$2,000 payment due August 1, 2022.

Motion Thomas/\_\_\_ to approve that the Waste Collection Board pay \$2,000.00 per month for the use of 395 Mudlick property. The property that was used toward the purchase of the Mudlick property in December 2020, valued at \$35,000, will offset the payments for 17 month from the original date of the property trade. Motion carried.

Council meeting 9-17-21

## Memorandum of Understanding

BY: Thomas J. O'Neill, City Attorney

FOR: City Council & Waste Collection Board

RE: Partial Property Exchange and Rental Credit

DATE: Effective 21 December 2020

---

The purpose of this Memorandum of Understanding, which is submitted to the City Council ("Council") and to the city's Waste Collection Board ("Board") for their respective adoption, is to memorialize the agreement between the two bodies relative to the application of a rent credit in favor of the Board in exchange for the use of certain Board property as partial consideration for the City of Buckhannon Building Commission's ("Commission") of real property having an address of 395 Mudlick Road, Buckhannon, West Virginia.

The City of Buckhannon Waste Collection Board transferred certain of its real property, identified on the real property records of Upshur County, West Virginia as Warren District, Map 6B, Parcels 7 and 12, to Mike Ross, Inc. in partial consideration of the aforesaid property by the City of Buckhannon Building Commission. In turn, the Commission has leased the real property located at 395 Mudlick Road to the City of Buckhannon for the use of the city's Waste Collection Board. The value of the partial consideration provided by the Board is thirty-five thousand dollars (\$35,000.00).

In exchange for the value conveyed by the Board, the City of Buckhannon agrees to grant to the board a credit in the amount of thirty-five thousand dollars (\$35,000.00) to be applied against the rent obligations of the Board for its use of the property located at 395 Mudlick Road, Buckhannon. It is generally understood that this value represents a rental value of approximately six (6) months.

This Memorandum of Understanding is adopted, respectively, by the Council of the City of Buckhannon and City of Buckhannon Waste Collection Board, to be effective 21 December 2020.

WASTE BOARD  
CITY OF BUCKHANNON  
BALANCE SHEET

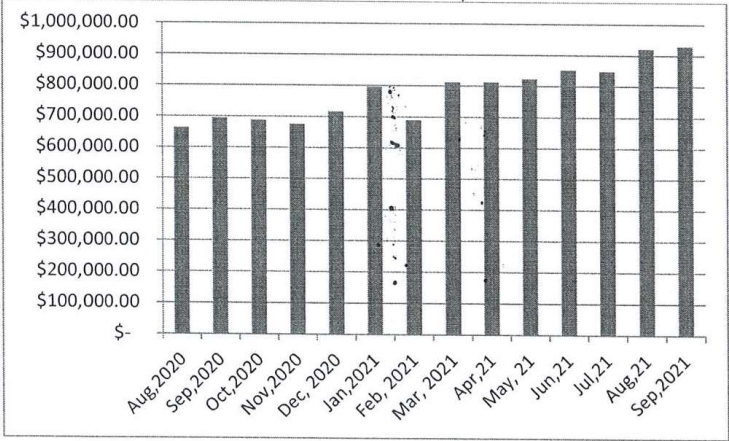
Balance September 30, 2021

Money Market & Checking \$ 930,204.77

CD opened 3-11-20 1.19% \$ 30,855.63

CDAR (CD Balances) \$ 27,680.44

Landfill Bond \$64,000.00 (Letter of Credit required by DEP with First Community Bank 5-26-2021)



Money Market & Checking Trend

An agreement or MOU needs to be executed between the City and Waste Collection Board on the amount of lease or rent to pay to the City for use of the Mudlick property. City Council agreed to \$2000 per month and will begin August 2022. The amount credited toward Upper Pecks Run Property will be used until then.

10-05-2021 06:52 AM

CITY OF BUCKHANNON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: SEPTEMBER 30TH, 2021

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	1,500	0.00	1,289.28	0.00	210.72	85.95	
404-303-003-00 RECYCLE-OCC-CARDBOARD	2,000	3,343.90	8,552.84	0.00	6,552.84	427.64	
404-303-004-00 RECYCLE-MGOP/SOW-OFFICE P	0	0.00	0.00	0.00	0.00	0.00	
404-303-005-00 RECYCLE-HDPE-MILK JUGS	0	0.00	31,189.60	0.00	31,189.60	0.00	
404-303-006-00 RECYCLE-ONP-NEWSPAPER	2,000	0.00	2,384.09	0.00	384.09	119.20	
404-316-000-00 DUMPSTERS	2,000	0.00	0.00	0.00	2,000.00	0.00	
404-317-000-00 DUMPSTER RENTAL	85,000	7,847.66	23,829.33	0.00	61,170.67	28.03	
TOTAL TAXES	92,500	11,191.56	67,245.14	0.00	25,254.86	72.70	
OTHER FEES							
404-341-000-00 FUEL SURCHARGE	69,000	8,117.49	23,989.38	0.00	45,010.62	34.77	
TOTAL OTHER FEES	69,000	8,117.49	23,989.38	0.00	45,010.62	34.77	
UTILITY BILLINGS							
404-350-000-00 WASTE COLLECTION BILLINGS	2,534,000	233,903.23	700,038.58	0.00	1,833,961.42	27.63	
TOTAL UTILITY BILLINGS	2,534,000	233,903.23	700,038.58	0.00	1,833,961.42	27.63	
HEALTH AND SAFETY							
404-355-000-00 TRANSFER ST/LANDFILL RECE	300,263	41,498.00	125,059.83	0.00	175,203.17	41.65	
TOTAL HEALTH AND SAFETY	300,263	41,498.00	125,059.83	0.00	175,203.17	41.65	
GRANTS							
404-366-000-00 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	50.00	50.00	0.00	150.00	25.00	
TOTAL INTRAFUND CONTR/CHARGES	200	50.00	50.00	0.00	150.00	25.00	
OTHER REVENUE							
404-380-000-00 INTEREST	200	0.00	37.75	0.00	162.25	18.88	
404-381-000-00 MAINT BILLING OTHER DEPTS	600	0.00	0.00	0.00	600.00	0.00	
404-399-000-00 WASTE COLL. MISCELLANEOUS	30,000	1,776.26	9,083.92	0.00	20,916.08	30.28	
404-399-000-02 GAIN ON DISPOSAL OF ASSET	0	0.00	0.00	0.00	0.00	0.00	
TOTAL OTHER REVENUE	30,800	1,776.26	9,121.67	0.00	21,678.33	29.62	
TOTAL REVENUE	3,026,763	296,536.54	925,504.60	0.00	2,101,258.40	30.58	



10-05-2021 06:52 AM

CITY OF BUCKHANNON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: SEPTEMBER 30TH, 2021

404-WASTE COLLECTION

% OF YEAR COMPLETED: 25.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
WASTE DEPARTMENT =====						
SALARIES & BENEFITS						
404-530-103-00 WASTE EMPLOYEES SALARIES	669,000	44,549.11	134,791.30	0.00	534,208.70	20.15
404-530-103-01 WASTE COMPENSATED ABSENCE	0	0.00	0.00	0.00	0.00	0.00
404-530-104-00 WASTE COLL. F.I.C.A.	51,200	3,392.13	10,264.26	0.00	40,935.74	20.05
404-530-105-00 WASTE EMPLOYEE INSURANCE	147,000	7,203.00	53,388.84	0.00	93,611.16	36.32
404-530-106-00 WASTE EMPLOYEE RETIREMENT	66,900	4,290.22	12,414.45	0.00	54,485.55	18.56
TOTAL SALARIES & BENEFITS	934,100	59,434.46	210,858.85	0.00	723,241.15	22.57
CONTRACTUAL SERVICES						
404-530-213-00 WASTE COLL. UTILITIES	17,000	928.54	3,049.03	0.00	13,950.97	17.94
404-530-226-00 COMP, UNEMPL & INSURANCE	58,000	4,661.23	17,234.86	0.00	40,765.14	29.72
TOTAL CONTRACTUAL SERVICES	75,000	5,589.77	20,283.89	0.00	54,716.11	27.05
COMMODITIES						
404-530-341-00 SHOP MAINTENANCE	40,000	1,285.38	4,799.64	0.00	35,200.36	12.00
404-530-341-05 SAFETY EQUIPMENT	0	0.00	0.00	0.00	0.00	0.00
404-530-343-00 TRUCK MAINTENANCE	60,000	15,249.40	31,277.26	0.00	28,722.74	52.13
404-530-343-01 GAS & OIL EXPENSE 1,2,3,4	80,000	7,733.61	23,676.66	0.00	56,323.34	29.60
404-530-344-00 MAINTENANCE OTHER DEPTS.	2,000	0.00	0.00	0.00	2,000.00	0.00
404-530-345-00 WASTE COLL. UNIFORMS	13,000	1,210.13	2,206.53	0.00	10,793.47	16.97
TOTAL COMMODITIES	195,000	25,478.52	61,960.09	0.00	133,039.91	31.77
CAPITAL OUTLAY						
404-530-459-00 WASTE COLL. NEW EQUIPMENT	93,000	20,612.33	35,198.35	0.00	57,801.65	37.85
404-530-459-01 TOTER SYSTEM	69,000	5,744.06	17,232.18	0.00	51,767.82	24.97
TOTAL CAPITAL OUTLAY	162,000	26,356.39	52,430.53	0.00	109,569.47	32.36
CONTRIBUTIONS						
404-530-561-00 DUMPSTERS (NEW)	20,000	0.00	0.00	29,651.00	( 9,651.00)	148.26
TOTAL CONTRIBUTIONS	20,000	0.00	0.00	29,651.00	( 9,651.00)	148.26
NON-OPERATING EXPENSES						
404-530-999-00 COLLECTION MISCELLANEOUS	16,000	3,788.71	8,256.33	0.00	7,743.67	51.60
TOTAL NON-OPERATING EXPENSES	16,000	3,788.71	8,256.33	0.00	7,743.67	51.60
TOTAL WASTE DEPARTMENT	1,402,100	120,647.85	353,789.69	29,651.00	1,018,659.31	27.35

RECYCLING DEPARTMENT  
=====

SALARIES & BENEFITS						
404-531-103-00 RECYCLING SALARIES	98,400	7,178.72	21,819.68	0.00	76,580.32	22.17
404-531-103-01 ADJUST COMPENSATED ABSENC	0	0.00	0.00	0.00	0.00	0.00
404-531-104-00 FICA TAX	7,530	546.47	1,660.92	0.00	5,869.08	22.06

10-05-2021 06:52 AM

CITY OF BUCKHANNON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: SEPTEMBER 30TH, 2021

404-WASTE COLLECTION

% OF YEAR COMPLETED: 25.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
404-531-105-00 GROUP INSURANCE	23,000	1,408.00	8,723.20	0.00	14,276.80	37.93
404-531-106-00 GROUP RETIREMENT	9,800	717.87	2,181.98	0.00	7,618.02	22.27
TOTAL SALARIES & BENEFITS	138,730	9,851.06	34,385.78	0.00	104,344.22	24.79
CONTRACTUAL SERVICES						
404-531-213-00 UTILITIES	4,900	439.79	1,336.43	0.00	3,563.57	27.27
404-531-226-00 INSURANCE & BONDS	4,500	409.10	1,182.88	0.00	3,317.12	26.29
TOTAL CONTRACTUAL SERVICES	9,400	848.89	2,519.31	0.00	6,880.69	26.80
COMMODITIES						
404-531-343-00 TRUCK MAINTENANCE	10,000	3,956.68	4,644.80	0.00	5,355.20	46.45
404-531-343-01 FUEL - RECYCLING CENTER	7,500	811.99	2,205.53	0.00	5,294.47	29.41
404-531-343-02 EQUIPMENT MAINTENANCE	9,000	469.45	3,471.81	0.00	5,528.19	38.58
404-531-399-00 MISCELLANEOUS	5,000	363.96	1,868.70	0.00	3,131.30	37.37
TOTAL COMMODITIES	31,500	5,602.08	12,190.84	0.00	19,309.16	38.70
CAPITAL OUTLAY						
404-531-459-00 CAPITAL OUTLAY - NEW EQUI	0	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	0	0.00	0.00	0.00	0.00	0.00
TOTAL RECYCLING DEPARTMENT	179,630	16,302.03	49,095.93	0.00	130,534.07	27.33
LANDFILL =====						
CONTRACTUAL SERVICES						
404-532-216-00 TESTING/MONITOR WELLS	0	0.00	139.00	0.00	( 139.00)	0.00
404-532-216-01 TREATMENT OF LEACHATE	33,000	323.90	4,263.74	0.00	28,736.26	12.92
TOTAL CONTRACTUAL SERVICES	33,000	323.90	4,402.74	0.00	28,597.26	13.34
CAPITAL OUTLAY						
404-532-461-00 BONDING (LANDFILL)	0	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	0	0.00	0.00	0.00	0.00	0.00
CONTRIBUTIONS						
404-532-599-00 WASTE DEPRECIATION	0	0.00	0.00	0.00	0.00	0.00
TOTAL CONTRIBUTIONS	0	0.00	0.00	0.00	0.00	0.00
TOTAL LANDFILL	33,000	323.90	4,402.74	0.00	28,597.26	13.34

TRANSFER STATION  
=====

SALARIES & BENEFITS						
404-533-103-00 SALARIES TRANSFER STATION	105,000	6,798.76	20,452.81	0.00	84,547.19	19.48
404-533-103-01 ADJUST COMPENSATED ABSENC	0	0.00	0.00	0.00	0.00	0.00
404-533-104-00 FICA TAX	8,033	519.49	1,567.43	0.00	6,465.57	19.51
404-533-105-00 GROUP INSURANCE	15,300	964.00	6,224.80	0.00	9,075.20	40.68

10-05-2021 06:52 AM

CITY OF BUCKHANNON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: SEPTEMBER 30TH, 2021

404-WASTE COLLECTION

% OF YEAR COMPLETED: 25.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
404-533-106-00 GROUP RETIREMENT	4,900	679.86	2,045.24	0.00	2,854.76	41.74
TOTAL SALARIES & BENEFITS	133,233	8,962.11	30,290.28	0.00	102,942.72	22.73
CONTRACTUAL SERVICES						
404-533-213-00 UTILITIES	10,500	412.11	1,297.01	0.00	9,202.99	12.35
404-533-216-00 DRAINAGE EXPENSE TRANSFER	1,600	1,800.44	2,205.44	0.00	605.44)	137.84
404-533-226-00 INSURANCE & BONDS	20,000	1,485.18	5,769.64	0.00	14,230.36	28.85
TOTAL CONTRACTUAL SERVICES	32,100	3,697.73	9,272.09	0.00	22,827.91	28.89
COMMODITIES						
404-533-343-00 EQUIPMENT MAINTENANCE	17,000	72.92	5,806.33	0.00	11,193.67	34.15
404-533-343-01 FUEL/OIL TRANSFER STA. 7,	47,000	5,712.78	17,248.24	0.00	29,751.76	36.70
404-533-343-02 MAINTENANCE TRUCK/TRAILER	40,000	800.49	3,366.89	0.00	36,633.11	8.42
404-533-345-00 UNIFORMS	4,000	253.60	459.18	0.00	3,540.82	11.48
TOTAL COMMODITIES	108,000	6,839.79	26,880.64	0.00	81,119.36	24.89
CAPITAL OUTLAY						
404-533-459-00 NEW EQUIPMENT	97,000	27,021.97	48,425.12	0.00	48,574.88	49.92
404-533-460-00 TIPPING FEES	858,000	79,471.80	242,594.58	0.00	615,405.42	28.27
404-533-461-00 BONDING TRANSFER STATION	0	0.00	0.00	0.00	0.00	0.00
404-533-464-00 STATE GRANT	0	0.00	0.00	0.00	0.00	0.00
404-533-470-00 TIRE DISPOSAL	0	0.00	0.00	0.00	0.00	0.00
404-533-478-00 ROAD MAINTENANCE	0	0.00	0.00	0.00	0.00	0.00
404-533-479-00 RECLASSIFY PAYMENTS	0	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	955,000	106,493.77	291,019.70	0.00	663,980.30	30.47
NON-OPERATING EXPENSES						
404-533-999-00 MISCELLANEOUS TRANSFER ST	4,000	110.85	1,438.60	0.00	2,561.40	35.97
TOTAL NON-OPERATING EXPENSES	4,000	110.85	1,438.60	0.00	2,561.40	35.97

TOTAL TRANSFER STATION 1,232,333 126,104.25 358,901.31 0.00 873,431.69 29.12

WASTE OFFICE/BOARD  
=====

SALARIES & BENEFITS						
404-534-101-00 WASTE BOARD OFFICERS SALA	12,000	1,000.00	3,000.00	0.00	9,000.00	25.00
404-534-103-00 CLERK, ATTORNEY, ENGINEER	164,000	12,009.20	34,019.51	0.00	129,980.49	20.74
404-534-103-01 ADJUST COMPENSATED ABSENC	0	0.00	0.00	0.00	0.00	0.00
404-534-104-00 FICA TAX	13,500	994.58	2,830.10	0.00	10,669.90	20.96
404-534-105-00 GROUP INSURANCE	17,000	896.75	5,682.95	0.00	11,317.05	33.43
404-534-106-00 GROUP RETIREMENT	16,700	1,176.58	3,328.97	0.00	13,371.03	19.93
404-534-107-00 INT EXP EXCAVATOR LOAN	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	223,200	16,077.11	48,861.53	0.00	174,338.47	21.89
CONTRACTUAL SERVICES						
404-534-218-00 POSTAGE	9,200	830.25	2,419.60	0.00	6,780.40	26.30
404-534-219-00 RENT	10,000	0.00	0.00	0.00	10,000.00	0.00
404-534-223-00 PROFESSIONAL SERVICES (LE	7,800	0.00	169.75	1,000.00	6,630.25	15.00

10-05-2021 06:52 AM

CITY OF BUCKHANNON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: SEPTEMBER 30TH, 2021

404-WASTE COLLECTION

% OF YEAR COMPLETED: 25.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
404-534-226-00 INSURANCE & BONDS	15,000	1,099.03	4,315.92	0.00	10,684.08	28.77
TOTAL CONTRACTUAL SERVICES	42,000	1,929.28	6,905.27	1,000.00	34,094.73	18.82
COMMODITIES						
404-534-353-00 PSC ASSESSMENTS	8,000	0.00	6,609.91	0.00	1,390.09	82.62
404-534-399-00 MISCELLANEOUS	0	0.00	0.00	0.00	0.00	0.00
TOTAL COMMODITIES	8,000	0.00	6,609.91	0.00	1,390.09	82.62
CAPITAL OUTLAY						
404-534-459-00 NEW COMPUTER CAPITAL OUTL	7,500	2,801.83	3,959.32	0.00	3,540.68	52.79
TOTAL CAPITAL OUTLAY	7,500	2,801.83	3,959.32	0.00	3,540.68	52.79
NON-OPERATING EXPENSES						
404-534-999-00 GEM & ADM MISC BILLING EX	51,000	2,431.60	19,816.42	0.00	31,183.58	38.86
TOTAL NON-OPERATING EXPENSES	51,000	2,431.60	19,816.42	0.00	31,183.58	38.86
TOTAL WASTE OFFICE/BOARD	331,700	23,239.82	86,152.45	1,000.00	244,547.55	26.27
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	3,178,763	286,617.85	852,342.12	30,651.00	2,295,769.88	27.78
REVENUE OVER/(UNDER) EXPENDITURES	( 152,000)	9,918.69	73,162.48	( 30,651.00)	( 194,511.48)	27.97-



Waste September 2021 Payment of Bills

**\$1,283.14**– NAPA-AMTOWER – FUEL, OIL & AIR FILTERS

**\$1,277.55**- CUMMINS SALES & SERVICE- DATA LINK ADAPT FOR ALL TRUCKS

**\$2,075.77** – HOLTZ INDUSTRIES – CAMERA, MONITOR & VALVE SPOOL FOR R-1

**\$3,711.00** – RELIABLE TIRE – CAPS & CASINGS ALL TRUCKS

**\$17,000.00** – SUNRISE SANITATION SERVICES – 1991 INTL GARBAGE TRUCK

**\$3,940.00** – LKQ – TRANSMISSION FOR R-21

**\$21,652.43** – TIRE & RUBBER – AUG 2021 TIRE & CD DISPOSAL

**\$57,544.37** – WM CORPORATE SERVICES – AUGUST 2021 DISPOSAL FEE

**\$2,041.25** - TYLER TECHNOLOGIES – PROJECT ACCOUNTING SOFTWARE INCODE

10-05-2021 07:16 AM		WASTE DISBURSEMENT SEPT 2021			
FUND: WASTE COLLECTION					
DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
WASTE DEPARTMENT	MPL CORPORATION	530-999-00	COLLECTION MISCELLAN	TOWER NETWORK ACCESS FEE 9	100.00
	MON POWER	530-213-00	WASTE COLL. UTILITIE	110088931545 WASTE GARAGE	325.82
	LYKINS OIL COMPANY	530-343-00	TRUCK MAINTENANCE	DEF FLUID FOR ALL TRKS	261.80
		530-343-01	GAS & OIL EXPENSE 1,	WASTE AUG 2021 FUEL BILL	7,733.61
	A F WENDLING INC	530-999-00	COLLECTION MISCELLAN	BOTTLED WATER	404.04
	FISHER AUTO PARTS INC	530-343-00	TRUCK MAINTENANCE	WIPER BLADES FOR R-20	43.18
	UNIFIRST CORP.	530-345-00	WASTE COLL. UNIFORMS	ALL DEPT AUG 21 UNIFORMS	1,210.13
	COLE TRUCK PARTS INC	530-343-00	TRUCK MAINTENANCE	5GAL TRANS FL AIR FILTER	642.20
		530-343-00	TRUCK MAINTENANCE	BRAKE DRUMS & BOOSTERS R8	317.08
		530-343-00	TRUCK MAINTENANCE	BRAKE DRUMS & BOOSTERS R8	425.72
		530-343-00	TRUCK MAINTENANCE	LED PIGTAILS FOR ALL TRKS	28.38
		530-343-00	TRUCK MAINTENANCE	AIR SPRING	77.34
		530-343-00	TRUCK MAINTENANCE	LED BEACON LIGHT R7	119.14
	LAWSON PRODUCTS INC	530-341-00	SHOP MAINTENANCE	M10 SCREWS	21.12
		530-341-00	SHOP MAINTENANCE	CLAMPS, CABLE TIES	108.71
	SOUTHERN STATES COOP INC	530-999-00	COLLECTION MISCELLAN	LIVE TRAPS	79.98
		530-999-00	COLLECTION MISCELLAN	BOOTS- MARK, RON, JOSH	619.97
		530-999-00	COLLECTION MISCELLAN	BOOT FOR MAC, STEVE,	959.95
	ENCOVA INSURANCE	530-226-00	COMP, UNEMPL & INSUR	WCB1005474 8/2/21 TO 9/1/2	3,555.66
	AIRGAS USA, LLC	530-341-00	SHOP MAINTENANCE	PCRD-ARGON GAS TIP CLNR-WE	116.64
	WV PUBLIC EMPLOYEES INSURANC	530-105-00	WASTE EMPLOYEE INSUR	WASTE SEPT 2021 INSURANCE	5,695.00
		530-105-00	WASTE EMPLOYEE INSUR	WASTE SEPT 2021 RETIREE'S	1,508.00
	MATHENY MOTOR TRUCK CO	530-343-00	TRUCK MAINTENANCE	KIT SERVICE R8	42.04
		530-343-00	TRUCK MAINTENANCE	GAS CYLINDER	69.25
		530-343-00	TRUCK MAINTENANCE	AIR VALVES R8	153.29

10-05-2021 07:16 AM		WASTE DISBURSEMENT SEPT 2021			
FUND: WASTE COLLECTION					
DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	NAPA-AMTOWER AUTO SUPPLY	530-343-00	TRUCK MAINTENANCE	FUEL OIL & AIR FILTERS	1,283.14
		530-343-00	TRUCK MAINTENANCE	HYD. FITTINGS FOR R-1	335.06
		530-343-00	TRUCK MAINTENANCE	BRAKE SLACK ADJUSTER	201.88
		530-343-00	TRUCK MAINTENANCE	BRAKE ADJUSTER	201.88
		530-343-00	TRUCK MAINTENANCE	WIPER BLADES FOR R-1	15.47
		530-343-00	TRUCK MAINTENANCE	WIPER BLADES FOR R-1	15.47
		530-341-00	SHOP MAINTENANCE	GREASE AND COUPLINGS SHOP	83.70
	CUMMINS SALES AND SERVICE	530-343-00	TRUCK MAINTENANCE	PCRD-ONLINE KIT SOFTWARE M	795.00
		530-343-00	TRUCK MAINTENANCE	DATA LINK ADAPT. ALL TRKS	1,277.55
	HOLTZ INDUSTRIES INC	530-343-00	TRUCK MAINTENANCE	CAMERA & MONITORS R-1	1,062.77
	530-343-00	TRUCK MAINTENANCE	VALVE SPOOL FOR R-1	1,013.00	
LOWES BUSINESS ACCOUNTS	530-341-00	SHOP MAINTENANCE	RED TAPE FOR SHOP	7.21	
DODSON BROS EXTERMINATING CO	530-999-00	COLLECTION MISCELLAN	AUG 21 PEST CONTROL	70.00	
FIRST COMMUNITY BANK	530-459-01	TOTER SYSTEM	SEPTEMBER 2021 TOTER PAYME	5,744.06	
WV MUNICIPAL LEAGUE	530-226-00	COMP, UNEMPL & INSUR	WASTE 3RD QTR UNEMPLOYMENT	224.13	
WV PUBLIC EMPLOYEES RETIREME	530-106-00	WASTE EMPLOYEE RETIR	WV RETIREMENT CONTRIBUTION	1,424.09	
	530-106-00	WASTE EMPLOYEE RETIR	WV RETIREMENT CONTRIBUTION	1,469.04	
	530-106-00	WASTE EMPLOYEE RETIR	WV RETIRE TIER2 CONTRIBUTI	696.26	
	530-106-00	WASTE EMPLOYEE RETIR	WV RETIRE TIER2 CONTRIBUTI	700.83	
SYLVESTER W. LOWTHER	530-343-00	TRUCK MAINTENANCE	HYD HOSE FOR R-1	96.28	
	530-343-00	TRUCK MAINTENANCE	HYD. HOSE FOR R-1	232.87	
	530-343-00	TRUCK MAINTENANCE	FITTINGS & STRAPS FOR TRK	412.80	
	530-999-00	COLLECTION MISCELLAN	PCRD-AD WASTE COLLECTION T	105.00	
INDEED.COM	530-459-00	WASTE COLL. NEW EQUI	22WCJP 2019 RAM 1500 PYMT	635.79	
ENTERPRISE FM TRUST	530-459-00	WASTE COLL. NEW EQUI	22RKXV 2019 FORD F-150 PYM	371.39	
	530-459-00	WASTE COLL. NEW EQUI	22RKWX 2018 FORD EXPLORER	293.48	
JOHN BOGGESE dba VJG ASSOCIA	530-999-00	COLLECTION MISCELLAN	GLOVES RUBBER & LEATHER	714.00	
US CELLULAR	530-213-00	WASTE COLL. UTILITIE	642-1651 613-0113 0002	60.29	
	530-213-00	WASTE COLL. UTILITIE	677-4586 3862 3867	133.23	
	530-213-00	WASTE COLL. UTILITIE	PCRD-PHN CASE SCRIN PROTECT	19.98	
SPRINT	530-213-00	WASTE COLL. UTILITIE	ALL DEPT SEP 2021 GEOTAB	128.51	
RELIABLE TIRE COMPANY	530-343-00	TRUCK MAINTENANCE	CAPS AND CASINGS ALL TRKS	1,287.00	
	530-343-00	TRUCK MAINTENANCE	CAPS AND CASINGS ALL TRKS	2,424.00	
	530-343-00	TRUCK MAINTENANCE	(2) 11R22.5 TIRES FOR R-7	693.22	
COMMUNITY BANK	530-459-00	WASTE COLL. NEW EQUI	WAS SEP 21 FREIGHTLINER PY	2,311.67	
TOOLS ETC	530-341-00	SHOP MAINTENANCE	18V LIGHT & SOCKET SET	294.00	
	530-341-00	SHOP MAINTENANCE	BATTERIES	215.00	
	530-341-00	SHOP MAINTENANCE	GREASE GUN KIT	439.00	
ST JOSEPH HOSPITAL OF BUCKHA	530-999-00	COLLECTION MISCELLAN	COVID TEST	210.00	
	530-999-00	COLLECTION MISCELLAN	PRE EMPLOYMENT RON SWINDLE	50.00	
	530-999-00	COLLECTION MISCELLAN	PRE EMPLOYMENT MICHAELWILL	50.00	
	530-999-00	COLLECTION MISCELLAN	LAB RESULTS MARK ROMER	70.00	
	530-999-00	COLLECTION MISCELLAN	PRE EMPLYMT JACOB LEICHLIT	50.00	
WALMART STORES INC -BUCKHANN	530-999-00	COLLECTION MISCELLAN	PCRD-PRESRCTPT SAFETY GLASS	184.00	
INTERNAL REVENUE SERVICE	530-104-00	WASTE COLL. F.I.C.A.	FICA WITHHELD AND MATCHED	1,351.32	
	530-104-00	WASTE COLL. F.I.C.A.	FICA WITHHELD AND MATCHED	1,397.85	
	530-104-00	WASTE COLL. F.I.C.A.	MEDICARE WITHHELD & MATCHE	316.05	
	530-104-00	WASTE COLL. F.I.C.A.	MEDICARE WITHHELD & MATCHE	326.91	
RELIANCE INSURANCE - CRITICAL	530-999-00	COLLECTION MISCELLAN	SEPT CRITICAL CARE DEDUCT	23.77	
CLEVELAND BROTHERS EQUIPMENT	530-343-00	TRUCK MAINTENANCE	TROUBLE SHOOTING & FIXED	876.87	
	530-343-00	TRUCK MAINTENANCE	SERVICE ON R-2	807.72	
FLEET HOSTER LLC	530-343-00	TRUCK MAINTENANCE	PCRD-CAMERA SERVICE R8	19.00	
	530-343-00	TRUCK MAINTENANCE	MNTHLY CAMERA SERVICE R-8	19.00	
AT&T MOBILITY	530-213-00	WASTE COLL. UTILITIE	304-677-3862 JERRY ARNOLD	104.40	

WASTE DISBURSEMENT SEPT 2021

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	SUNRISE SANITATION SERVICES	530-459-00	WASTE COLL. NEW EQUI	1991 INTL GARBAGE TRUCK	17,000.00
	WHALEY DISTRIBUTING	530-999-00	COLLECTION MISCELLAN	HAND CLEANER MADNESS	98.00
	FRONTIER	530-213-00	WASTE COLL. UTILITIE	472-1651-101515-4 CITY HAL	67.89
		530-213-00	WASTE COLL. UTILITIE	472-4443-101915-4 WASTE	64.25
		530-213-00	WASTE COLL. UTILITIE	304-003-2273-060600-4	24.17
	TRAVELERS INSURANCE	530-226-00	COMP, UNEMPL & INSUR	INS PREM AUTO LIAB JUL 202	881.44
	**PAYROLL EXPENSES			9/01/2021 - 9/30/2021	44,549.11
				TOTAL:	120,647.85
RECYCLING DEPARTMENT	MON POWER	531-213-00	UTILITIES	110088931701 RECYCLING CEN	298.78
	LYKINS OIL COMPANY	531-343-01	FUEL - RECYCLING CEN	WASTE AUG 2021 FUEL BILL	811.99
	ENCOVA INSURANCE	531-226-00	INSURANCE & BONDS	WCB1005474 8/2/21 TO 9/1/2	209.16
	WV PUBLIC EMPLOYEES INSURANC	531-105-00	GROUP INSURANCE	WASTE SEPT 2021 INSURANCE	1,060.00
		531-105-00	GROUP INSURANCE	WASTE SEPT 2021 RETIREE'S	348.00
	LKQ HEAVY TRUCK	531-343-00	TRUCK MAINTENANCE	PCRD-TRANSMISSION FOR R21	3,940.00
	NAPA-AMTOWER AUTO SUPPLY	531-343-00	TRUCK MAINTENANCE	WIPER BLADES FOR R-13	11.50
		531-343-00	TRUCK MAINTENANCE	U-NUT FOR R-21	5.18
	WESTFIELD INSURANCE	531-226-00	INSURANCE & BONDS	4-1-21 TO 4-1-22 QTRLY PLA	199.94
	WV PUBLIC EMPLOYEES RETIREME	531-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	369.99
		531-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	347.88
	SPRINT	531-213-00	UTILITIES	ALL DEPT SEP 2021 GEOTAB	128.51
	INTERNAL REVENUE SERVICE	531-104-00	FICA TAX	FICA WITHHELD AND MATCHED	228.24
		531-104-00	FICA TAX	FICA WITHHELD AND MATCHED	214.65
		531-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	53.38
		531-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	50.20
	PEOPLES NATURAL GAS	531-213-00	UTILITIES	200008184083 RECYCLE CENTE	12.50
	AMAZON.COM	531-343-02	EQUIPMENT MAINTENANC	PCRD-OIL PUMP FOR RECYCLIN	469.45
		531-399-00	MISCELLANEOUS	PCRD-TARPS FOR ROLL OFF BI	363.96
	**PAYROLL EXPENSES			9/01/2021 - 9/30/2021	7,178.72
				TOTAL:	16,302.03
LANDFILL	STURM ENVIRONMENTAL SERVICES	532-216-01	TREATMENT OF LEACHAT	LNDFILL & LEACHATE SAMP AU	139.00
	HARRISON RURAL ELECTRIC	532-216-01	TREATMENT OF LEACHAT	WASTE ELECTRIC 9/15/21	184.90
				TOTAL:	323.90
TRANSFER STATION	BUCKHANNON UTIL BOARDS	533-216-00	DRAINAGE EXPENSE TRA	MUDLOCK LEACHATE SEP 2021	1,661.44
	MON POWER	533-213-00	UTILITIES	110088931610 MUD LICK RD	200.43
	LYKINS OIL COMPANY	533-343-01	FUEL/OIL TRANSFER ST	WASTE AUG 2021 FUEL BILL	5,712.78
	UNIFIRST CORP.	533-345-00	UNIFORMS	ALL DEPT AUG 21 UNIFORMS	253.60
	VALLEY STEEL SERVICE	533-343-02	MAINTENANCE TRUCK/TR	STEEL FOR CD TRAILER	706.80
	ENCOVA INSURANCE	533-226-00	INSURANCE & BONDS	WCB1005474 8/2/21 TO 9/1/2	418.31
	WV PUBLIC EMPLOYEES INSURANC	533-105-00	GROUP INSURANCE	WASTE SEPT 2021 INSURANCE	732.00
		533-105-00	GROUP INSURANCE	WASTE SEPT 2021 RETIREE'S	232.00
	NAPA-AMTOWER AUTO SUPPLY	533-343-00	EQUIPMENT MAINTENANC	RETAINERS & PINS EXC	39.36
		533-343-00	EQUIPMENT MAINTENANC	DIRT TEETH EXCAVATOR	33.56
		533-343-02	MAINTENANCE TRUCK/TR	LIGHT BULB FOR R-9	6.29
		533-343-02	MAINTENANCE TRUCK/TR	PIN STRIPE REMOVER	58.39
		533-343-02	MAINTENANCE TRUCK/TR	BLADES & SPREADER	29.01
	JERRY W RICE	533-460-00	TIPPING FEES	11 UNITS REFIG EVAC	275.00
	STURM ENVIRONMENTAL SERVICES	533-216-00	DRAINAGE EXPENSE TRA	LNDFILL & LEACHATE SAMP AU	139.00
	WESTFIELD INSURANCE	533-226-00	INSURANCE & BONDS	4-1-21 TO 4-1-22 QTRLY PLA	185.43
	WV PUBLIC EMPLOYEES RETIREME	533-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	339.93
		533-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	339.93
	CITIZENS BANK OF WV	533-459-00	NEW EQUIPMENT	WAS 2018 GRBGE TRK SEP 21	2,239.50
10-05-2021 07:16 AM WASTE DISBURSEMENT SEPT 2021					
FUND: WASTE COLLECTION					
DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
		533-459-00	NEW EQUIPMENT	WAS SEP 2021 CLOSED TOP TR	1,120.97
	SPRINT	533-213-00	UTILITIES	ALL DEPT SEP 2021 GEOTAB	128.50
	COMMUNITY BANK	533-459-00	NEW EQUIPMENT	WAS RD TRACTOR OCT 2021 PY	2,304.61
	WV DEPARTMENT OF TRANSPORTAT	533-459-00	NEW EQUIPMENT	2 ROAD TRACTORS	21,356.89
	INTERNAL REVENUE SERVICE	533-104-00	FICA TAX	FICA WITHHELD AND MATCHED	209.58
		533-104-00	FICA TAX	FICA WITHHELD AND MATCHED	211.

**A motion to approve the September 2021 Financial Report was made by Lewis-Sines/Randall. Motion carried.**



D. Department Reports

D.1 Recycling Center Report – Jerry Arnold reviewed the following Recycling Center Report:

City of Buckhannon Recycling Center				DATE:	September-21
Inventory & Balance Sheet					
	Uproc.	Proc.	Total		
ONP	1.5	5.82	7.32		
OCC	1.6	8.8	10.4		
MGOP	0.45	0.73	1.18		
STEEL	0.48	1.92	2.4		
ALUM.	0.28	0.94	1.22		
E-WASTE	0	0.32	0.32		
Pete #1	0.15	2.22	2.37		
No. 2	0.15	0.73	0.88		
Total	4.61	21.48	26.09		
Inventory 10/1/21				26.09	
Inventory 9/1/21				25.73	
Diff.				0.36	
Loads Shipped				51.84	
Total Diff. Inventory & Loads Shipped				51.84	
Total Received				51.84	
Less Garbage				0	
Total				51.84	
Residential Curbside					
960					
Appliances		Iron	Total	Total \$	
20980		0	20980	\$1,049.00	
Yard Debris					
5000					

D.2 Transfer Station Report – Jerry Arnold reviewed the following Transfer Station Report:

City of Buckhannon Transfer Station Totals				
September		2021		
Total Transactions				3390
Total Weight				1641.74
Total Cash Received				\$41,498.00
Total City Trucks				\$75,376.28
Total Charge				\$29,909.47
Grand total				\$146,783.75
Total C/D Material				399.08
Total Commercial/Residential				1242.66
Bulky Goods	Steel	Waste	Total	
	3.6	4.12		7.72

D.3 Waste Collection Report – Jerry Arnold reported that all (but one) trucks were back on the road and the department was operating on its normal schedule. All equipment is operable.

E. Correspondence and Information – The Mayor shared the following correspondence and information with the Board.



## E.1 Selection of On-Call Professional Engineering Services-City Council Approval on 09/16/21 Potesta & Associates, Inc.

City of Buckhannon  
70 East Main Street  
Buckhannon, WV 26201



Phone: 304.472.1651  
TDD: 304.472.9550  
Fax: 304.472.0934

September 9, 2021

To: Steven A. Cain, PE  
Civil & Environmental Consultants, Inc.  
120 Genesis Boulevard  
Bridgeport, WV 26330

Clay P. Riley, PE  
The Thrasher Group, Inc.  
600 White Oaks Boulevard  
Bridgeport, WV 26330

David B. Sharp, PE  
Potesta & Associates, Inc.  
125 Lakeview Drive  
Morgantown, WV 26508

**Subject: City of Buckhannon On-Call Professional Engineering Services  
Selection of Consulting Engineering Firm**

After evaluating the technical proposals submitted for this project and interviewing with each of you and your firms, the City of Buckhannon (City) has ranked the engineering firms in the following order:

1. Potesta & Associates, Inc.
2. Civil & Environmental Consultants, Inc.
3. The Thrasher Group, Inc.

Throughout this process, it has been the City's objective to select the firm most qualified to provide the services we require for this phase of the project. Accordingly, the City will be entering into contract negotiations with Potesta & Associates, Inc. to provide On-Call Professional Engineering Services.

Please accept our most sincere thanks for the time and effort you have expended on our behalf. Perhaps we will have the opportunity to work together on another project in the near future.

If you have any questions or comments regarding the information contained in this letter, please contact me at your convenience at (304) 472-1651, extension 1006 or via email at [jay.hollen@buckhannonwv.org](mailto:jay.hollen@buckhannonwv.org).

Sincerely,

A handwritten signature in black ink, appearing to read "James S. Hollen, III".

James S. Hollen, III, PE, CFM  
City Engineer

c: Mayor Robert N. Skinner, III  
Members of City Council  
Members of the Consolidated Public Works, Sanitary, **Waste** and Water Boards  
Jerry Arnold – Director of Public Works  
Buck Samples – Sewer Department Superintendent  
Bradley Hawkins – Street Department Superintendent  
Kelly Arnold – Water Department Superintendent  
Vincent Smith – Building & Code Enforcement Officer  
Engineering Files

## E.2 City PR: UCSWA Free Paper Shred Event

<https://buckhannonwv.org/free-paper-shred-event-announced/>

September 15, 2021, BUCKHANNON, WV: The Upshur County Solid Waste Authority is inviting residents to participate in a free paper-shredding event this Saturday, September 18, to dispose of those sensitive documents that have been piling up.

The event will take place at 395 Mudlick Road from 9:00 a.m. to noon (across from the Waste Transfer Station on Mudlick Road).

Belinda Lewis, Director of the Upshur County Solid Waste Authority, announced the event noting that it is for residential shredding only and that each resident is allowed to bring either two banker boxes, or two 13-gallon bags of material to be shredded. For peace of mind, you can watch it get shredded!

Randy Sanders  
City of Buckhannon, WV  
City Recorder & Information Coordinator  
Chairman of WAMSB 2023 Organizing Committee  
City Hall - 304/472-1651 Ext: 1052  
Cell - 304/472-4026

## F. Consent Agenda

### F.1 Approval of Minutes of 09/02/2021

**Motion to approve the Minutes of 09/02/2021 was made by Randall/Lewis-Sines. Motion carried.**

## G. Strategic Issues for discussion and/or vote

**G.1 Waste Collection Board Budget Revision -** Amby Jenkins reviewed the recommended budget revision to the Board Members.

Board Member Randall asked for a clarification regarding a potential rate increase in the future. Noting that the mandated rate increase of 3 to 3 ½% would most likely be implemented by the State, we would potentially need an additional increase of up to 3% by the City. Amby explained that it was certainly possible due to the high cost of the new equipment, i.e. - a new garbage truck is approximately \$150,000.

Waste Budget Revision Oct 2021					
Revenues					
		Original budget	adjustment	proposed budget	
404-303-005-00	Recycle-HDPE-Milk Jugs	0	27477	27477	
Expenditures					
		Original budget	adjustment		notes
404-530-103-00	Waste Employee Salaries	669000	-40000	629000	Jwamsley&Dbaily removed. Added wage adjustments
404-530-104-00	Waste FICA	51200	-3000	48200	
404-530-105-00	Waste Health	147000	6000	153000	
404-530-106-00	Waste Retirement	66900	-5900	61000	
404-530-459-00	Waste Collection New Equip	93000	16000	109000	\$17T tk purchase Sept 2021
404-531-103-00	Waste Recycling Salaries	98400	1600	100000	
404-531-104-00	Waste Rec FICA	7530	120	7650	
404-531-105-00	Waste Health Ins	23000	1900	24900	
404-531-106-00	Waste Retirement	9800	200	10000	
404-531-343-01	Recyle fuel	7500	500	8000	
404-533-105-00	waste ins	15300	1900	17200	
404-533-106-00	Waste TS Retirement	4900	5500	10400	
404-533-459-00	New equipment	97000	27000	124000	Add payment close top trlr&\$21357 for two rd trucks
404-534-103-00	Waste Office Salaries	164000	14000	178000	SG full time, TS & JH divided 4 ways&wage adjustments
404-534-104-00	Waste Office FICA	13500	117	13617	
404-534-105-00	Waste Office Ins	17000	200	17200	
404-534-106-00	Waste Office Ret	16700	1340	18040	
			27477		

[illegible]



-404	531-213-00	UTILITIES	4,919.64	4,400.62	4,426.29	4,672.84	4,900.00	4,900.00				4,900.00	0.00	
-404	531-226-00	INSURANCE & BONDS	5,997.58	4,341.44	6,638.61	4,475.18	7,200.00	4,500.00				4,500.00	0.00	
-404	531-343-00	TRUCK MAINTENANCE	8,272.28	5,859.14	9,366.80	9,767.42	10,000.00	10,000.00				10,000.00	0.00	
-404	531-343-01	FUEL - RECYCLING CENTER	6,290.79	7,063.77	7,846.94	7,816.17	8,000.00	7,500.00				8,000.00	500.00	
-404	531-343-02	EQUIPMENT MAINTENANCE	2,220.73	9,941.02	8,993.82	2,953.38	9,500.00	9,000.00				9,000.00	to watch	0.00
-404	531-399-00	MISCELLANEOUS	4,758.24	4,414.38	4,850.48	2,852.89	5,000.00	5,000.00				5,000.00	to watch	0.00
-404	531-459-00	CAPITAL OUTLAY - NEW EQUIP.	1,500.00		11,000.00	0.00								0.00
-404	532-216-00	TESTING/MONITOR WELLS	0.00	500.00		0.00								0.00
-404	532-216-01	TREATMENT OF LEACHATE	22,439.22	27,105.62	35,507.50	32,492.68	39,000.00	35,000.00				33,000.00		0.00
-404	533-103-00	SALARIES TRANSFER STATION	90,131.85	87,005.16	84,369.23	88,161.95	89,000.00	105,000.00				105,000.00		0.00
-404	533-103-00	FICA TAX	6,880.33	6,638.88	6,435.54	6,910.11	7,600.00	8,053.00				8,053.00		0.00
-404	533-104-00	GROUP INSURANCE	20,686.48	22,800.00	22,100.00	28,935.88	20,786.00	15,300.00				17,200.00		1,900.00
-404	533-106-00	GROUP RETIREMENT	10,815.94	9,570.65	8,385.97	8,815.98	9,900.00	4,900.00				10,400.00		5,500.00
-404	533-213-00	UTILITIES	6,080.24	7,541.29	7,265.38	6,555.78	7,700.00	10,500.00				10,500.00		0.00
-404	533-216-00	DRAINAGE EXPENSE TRANSFER STA	1,588.00	1,588.00	1,622.00	1,622.00	1,600.00	1,600.00				1,600.00		0.00
-404	533-226-00	INSURANCE & BONDS	23,858.10	18,320.85	19,479.22	18,022.35	22,000.00	20,000.00				20,000.00		0.00
-404	533-343-00	EQUIPMENT MAINTENANCE	9,187.27	16,373.19	24,081.57	20,011.95	17,000.00	17,000.00				17,000.00	to watch	0.00
-404	533-343-01	FUEL/OIL TRANSFER STA. 7.11	36,918.99	43,334.77	46,637.06	44,259.58	47,000.00	47,000.00				47,000.00	to watch	0.00
-404	533-343-02	MAINTENANCE TRUCK/TRAILERS	40,787.50	37,446.99	40,001.56	39,147.97	40,000.00	40,000.00				40,000.00		0.00
-404	533-345-00	UNIFORMS	4,340.48	3,503.08	3,260.32	1,130.78	4,000.00	4,000.00				4,000.00		0.00
-404	533-459-00	NEW EQUIPMENT	22,080.76	23,561.00	40,701.66	63,611.78	67,982.00	87,000.00						
-404	533-460-00	TIPPING FEES	701,340.34	752,747.74	807,125.01	883,395.76	830,000.00	858,000.00						
-404	533-464-00	STATE GRANT	41,942.00			114,395.00								
-404	533-470-00	TIRE DISPOSAL	0.00											
-404	533-478-00	ROAD MAINTENANCE	2,828.84	1,717.02	2,601.24	0.00	6,000.00							
-404	533-999-00	MISCELLANEOUS TRANSFER STAT	7,364.13	9,882.19	5,115.05	4,669.41	5,000.00	4,000.00				4,000.00		0.00
-404	534-101-00	WASTE BOARD OFFICERS SALARIES	13,700.00	13,836.72	13,367.58	11,400.00	12,000.00	12,000.00				12,000.00		0.00
-404	534-103-00	CLERK, ATTORNEY, ENGINEER SAL	173,224.85	169,131.84	167,501.48	173,297.45	197,200.00	184,000.00				178,000.00		14,000.00
-404	534-104-00	FICA TAX	14,308.73	13,984.19	13,811.56	14,731.18	16,004.00	15,500.00				13,617.00		117.00
-404	534-105-00	GROUP INSURANCE	19,382.43	31,000.00	29,999.53	34,949.26	15,590.00	17,000.00				17,200.00		200.00
-404	534-106-00	GROUP RETIREMENT	20,032.77	18,168.66	15,913.88	17,284.68	19,580.00	16,700.00				18,040.00		1,340.00
-404	534-218-00	POSTAGE	8,587.25	9,197.47	7,928.13	8,872.67	9,200.00	9,200.00				9,200.00		0.00
-404	534-219-00	RENT	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00				10,000.00		0.00
-404	534-223-00	PROFESSIONAL SERVICES (LEGAL)	20,926.15	18,195.19	14,304.46	5,114.25	10,000.00	7,800.00				7,800.00		0.00
-404	534-226-00	INSURANCE & BONDS	15,712.67	14,122.08	12,511.76	12,566.61	15,000.00	15,000.00				15,000.00		0.00
-404	534-353-00	PSC ASSESSMENTS	0.00	9,938.52	8,290.12	7,711.37	9,800.00	8,000.00				8,000.00		0.00
-404	534-459-00	NEW COMPUTER CAPITAL OUTLAY	1,205.42	3,547.43	3,714.95	6,604.95	7,500.00	7,500.00				7,500.00		0.00
-404	534-999-00	GEM & ADM MISC BILLING EXPENSE	47,159.91	41,633.72	46,143.19	61,837.55	51,000.00	51,000.00				51,000.00		0.00
		TOTAL EXPENDITURES	2,896,533.15	3,005,424.75	3,194,368.07	3,521,751.51	3,196,939.00	3,178,763.00	0.00	0.00	0.00	3,266,240.00		27,477.00
		REVENUE OVER/UNDER) EXPENDITURES					0.00	0.00	0.00	0.00	0.00			

**Motion to approve the Waste Collection Board Budget Revision as presented was made by Randall/Lewis-Sines. Motion carried.**

**G.3 Postponement Purchase of Hook Lift Compactor Body to Next Budget Year -** G.3 was moved to the table without objection. Jerry Arnold recommended that we postpone the purchase of Hook Lift Compactor Body to the next budget year since we have purchased other needed equipment this budget year. The Board agreed; no further action was necessary.

### I. Executive Session -Personnel Matters per WV Code § 6-9A-4

**Motion was made to enter into Executive Session at 7:57 a.m. to discuss personnel matters per WV Code § 6-9A-4 by Lewis-Sines/Randall. Motion carried.**

**Motion was made to exit the Executive Session at 8:06 a.m. by Randall/Lewis-Sines. Motion carried.**

**G.2 Discussion/Vote Salary Increase Jerry Arnold-Waste Collection Supervisor -** During the Executive Session the Board had a discussion regarding a salary increase for Jerry Arnold as the Waste Collection Supervisor.

**Motion to approve the salary increase as presented for Jerry Arnold as the Waste Collection Supervisor was made by Randall/Lewis-Sines. Motion carried.**

### H. Board Members Comments and Announcements

**Randall -** Nothing further.

**Lewis-Sines -** Nothing further.

**Recorder Sanders -** Mr. Sanders recommended that as we move forward and approach the time that we will have to discuss a rate increase, we should remember to provide the information of what it truly costs to provide these professional services in a positive manner to our customers.

**Arnold -** Nothing further.

**Mayor Skinner -** Nothing further.

### J. Adjournment



**There being no further business to be transacted, motion to adjourn at 8:12 a.m., was made by Lewis-Sines/Randall. Motion carried.**

**Mayor Robert Skinner III** \_\_\_\_\_

**City Recorder Randall H. Sanders** \_\_\_\_\_