

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, June 2, 2022, 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	Absent
Shelia Lewis-Sines	Board Member	Present
Scott Randall	Board Member	Present
Jay Hollen	City Engineer	Present by GTM
Jerry Arnold	Director of Public Works	Present
Amberle Jenkins	Assistant Recorder/Director of Finance	Present
Tom O'Neill	City Attorney	Absent
Alice Teets	Utility Clerk/Minute taker	Present

*City of Buckhannon Waste Collection Board 7:30AM at City Hall in Council Chambers
Meeting Agenda for Thursday, June 2, 2022*

- 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 May 2022
- D. Department Report**
 - D.1 Recycling Center Report
 - D.2 Transfer Station Report
 - D.3 Waste Collection Report
- E. Correspondence and Information**
 - E.1 Letter from J. Burton Hunter, III RE: Trash Pickup, Stop Signs & Sidewalk Repair
- F. Consent Agenda**
 - F.1 Approval of Minutes: 05/05/2022
- G. Strategic Issues for Discussion and/or Vote**
 - G.1 Revisit Dumpsters and Waste Collection Fees not charged to Certain Organizations
- H. Board Members Comments and Announcements**
- I. Adjournment**

Posted 05/27/2022

A. Call to Order: The meeting was called to order by Mayor Robbie Skinner, followed by a moment of silence and pledge to the flag.

B. Recognized Guests: None

C. Financial Report – Amby Jenkins

C.1 May 2022 – Mrs. Jenkins presented and explained the following information:

WASTE BOARD
CITY OF BUCKHANNON
BALANCE SHEET

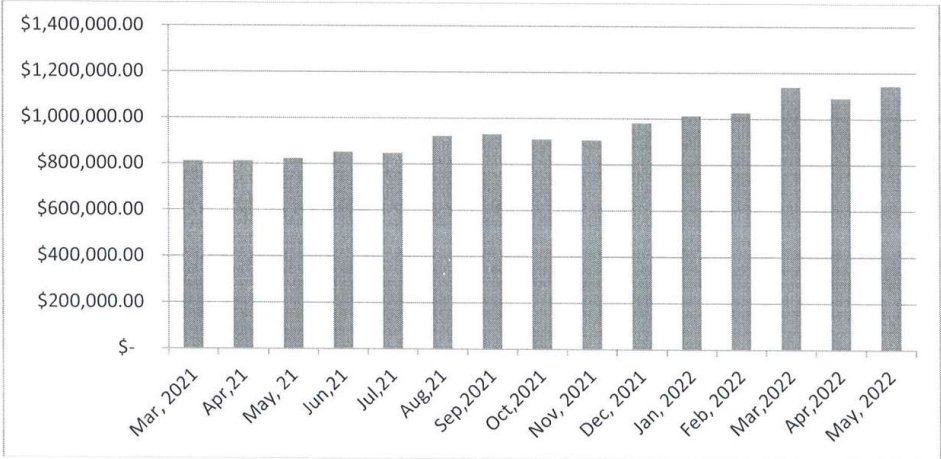
Balance May 31, 2022

Money Market & Checking \$ 1,144,201.93

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

6-01-2022 04:07 PM

CITY OF BUCKHANNON
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MAY 31ST, 2022

404-WASTE COLLECTION

% OF YEAR COMPLETED: 91.67

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	2,514.78	0.00 (1,014.78)	167.65
404-303-003-00 RECYCLE-OCC-CARDBOARD	22,300	5,902.20	31,228.79	0.00 (8,928.79)	140.04
404-303-004-00 RECYCLE-MGOP/SOW-OFFICE P	3,880	0.00	3,882.60	0.00 (2.60)	100.07
404-303-005-00 RECYCLE-HDPE-MILK JUGS	31,177	0.00	31,189.60	0.00 (12.60)	100.04
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	4,400	0.00	4,411.00	0.00 (11.00)	100.25
404-317-000-00 DUMPSTER RENTAL	85,000	8,526.31	89,645.51	0.00 (4,645.51)	105.47
TOTAL TAXES	150,257	14,428.51	165,256.37	0.00 (14,999.37)	109.98
OTHER FEES						
404-341-000-00 FUEL SURCHARGE	94,000	20,078.54	108,767.13	0.00 (14,767.13)	115.71
TOTAL OTHER FEES	94,000	20,078.54	108,767.13	0.00 (14,767.13)	115.71
UTILITY BILLINGS						
404-350-000-00 WASTE COLLECTION BILLINGS	2,534,000	230,505.11	2,581,598.57	0.00 (47,598.57)	101.88
TOTAL UTILITY BILLINGS	2,534,000	230,505.11	2,581,598.57	0.00 (47,598.57)	101.88
HEALTH AND SAFETY						
404-355-000-00 TRANSFER ST/LANDFILL RECE	354,883	33,557.81	388,514.14	0.00 (33,631.14)	109.48
TOTAL HEALTH AND SAFETY	354,883	33,557.81	388,514.14	0.00 (33,631.14)	109.48
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	1,800	0.00	2,700.00	0.00 (900.00)	150.00
TOTAL GRANTS	1,800	0.00	2,700.00	0.00 (900.00)	150.00
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	25.00	175.00	0.00	25.00	87.50
TOTAL INTRAFUND CONTR/CHARGES	200	25.00	175.00	0.00	25.00	87.50
OTHER REVENUE						
404-380-000-00 INTEREST	200	0.00	208.85	0.00 (8.85)	104.43
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	4,431.61	34,259.60	0.00 (4,259.60)	114.20
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	4,431.61	34,468.45	0.00 (3,668.45)	111.91
TOTAL REVENUE	3,165,940	303,026.58	3,281,479.66	0.00 (115,539.66)	103.65

CITY OF BUCKHANNON
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MAY 31ST, 2022

404-WASTE COLLECTION

% OF YEAR COMPLETED: 91.67

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	629,000	49,281.83	554,316.42	0.00	74,683.58	88.13
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.	48,200	3,750.43	42,237.69	0.00	5,962.31	87.63
404-530-105-00 WASTE EMPLOYEE INSURANCE	153,000	9,390.50	132,489.16	0.00	20,510.84	86.59
404-530-106-00 WASTE EMPLOYEE RETIREMENT	61,000	4,748.34	52,055.01	0.00	8,944.99	85.34
TOTAL SALARIES & BENEFITS	891,200	67,171.10	781,098.28	0.00	110,101.72	87.65
CONTRACTUAL SERVICES						
404-530-213-00 WASTE COLL. UTILITIES	17,000	775.85	10,120.27	0.00	6,879.73	59.53
404-530-226-00 COMP, UNEMPL & INSURANCE	58,000	0.00	44,221.34	0.00	13,778.66	76.24
TOTAL CONTRACTUAL SERVICES	75,000	775.85	54,341.61	0.00	20,658.39	72.46
COMMODITIES						
404-530-341-00 SHOP MAINTENANCE	40,000	2,164.27	39,363.83	0.00	636.17	98.41
404-530-341-05 SAFETY EQUIPMENT	0	0.00	0.00	0.00	0.00	0.00
404-530-343-00 TRUCK MAINTENANCE	88,000	4,115.92	78,991.39	0.00	9,008.61	89.76
404-530-343-01 GAS & OIL EXPENSE 1,2,3,4	98,000	11,979.19	96,154.89	0.00	1,845.11	98.12
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	0.00	9,797.26	0.00	3,202.74	75.36
TOTAL COMMODITIES	241,000	18,259.38	224,307.37	0.00	16,692.63	93.07
CAPITAL OUTLAY						
404-530-459-00 WASTE COLL. NEW EQUIPMENT	117,800	1,300.66	109,591.16	0.00	8,208.84	93.03
404-530-459-01 TOTER SYSTEM	69,000	5,315.25	63,511.72	0.00	5,488.28	92.05
TOTAL CAPITAL OUTLAY	186,800	6,615.91	173,102.88	0.00	13,697.12	92.67
CONTRIBUTIONS						
404-530-561-00 DUMPSTERS (NEW)	36,000	3,450.00	35,101.00	0.00	899.00	97.50
TOTAL CONTRIBUTIONS	36,000	3,450.00	35,101.00	0.00	899.00	97.50
NON-OPERATING EXPENSES						
404-530-999-00 COLLECTION MISCELLANEOUS	20,000	1,388.53	18,806.70	0.00	1,193.30	94.03
TOTAL NON-OPERATING EXPENSES	20,000	1,388.53	18,806.70	0.00	1,193.30	94.03
TOTAL WASTE DEPARTMENT	1,450,000	97,660.77	1,286,757.84	0.00	163,242.16	88.74

RECYCLING DEPARTMENT
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SALARIES & BENEFITS						
404-531-103-00 RECYCLING SALARIES	100,000	7,618.43	89,304.94	0.00	10,695.06	89.30
404-531-103-01 ADJUST COMPENSATED ABSENC	0	0.00	0.00	0.00	0.00	0.00
404-531-104-00 FICA TAX	7,650	579.85	6,802.52	0.00	847.48	88.92

CITY OF BUCKHANNON
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MAY 31ST, 2022

404-WASTE COLLECTION

% OF YEAR COMPLETED: 91.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
404-531-105-00 GROUP INSURANCE						
404-531-105-00 GROUP INSURANCE	24,900	1,349.75	20,035.43	0.00	4,864.57	80.46
404-531-106-00 GROUP RETIREMENT	10,000	761.84	8,930.49	0.00	1,069.51	89.30
TOTAL SALARIES & BENEFITS	142,550	10,309.87	125,073.38	0.00	17,476.62	87.74
CONTRACTUAL SERVICES						
404-531-213-00 UTILITIES	4,900	447.62	4,851.29	0.00	48.71	99.01
404-531-226-00 INSURANCE & BONDS	4,500	0.00	3,193.38	0.00	1,306.62	70.96
TOTAL CONTRACTUAL SERVICES	9,400	447.62	8,044.67	0.00	1,355.33	85.58
COMMODITIES						
404-531-343-00 TRUCK MAINTENANCE	13,000	811.43	10,806.72	0.00	2,193.28	83.13
404-531-343-01 FUEL - RECYCLING CENTER	11,000	799.47	9,461.60	0.00	1,538.40	86.01
404-531-343-02 EQUIPMENT MAINTENANCE	9,000	0.00	5,299.84	0.00	3,700.16	58.89
404-531-399-00 MISCELLANEOUS	5,000	0.00	2,015.85	0.00	2,984.15	40.32
TOTAL COMMODITIES	38,000	1,610.90	27,584.01	0.00	10,415.99	72.59
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	189,950	12,368.39	160,702.06	0.00	29,247.94	84.60
LANDFILL =====						
CONTRACTUAL SERVICES						
404-532-216-00 TESTING/MONITOR WELLS	0	0.00	0.00	0.00	0.00	0.00
404-532-216-01 TREATMENT OF LEACHATE	25,100	2,345.19	21,332.21	0.00	3,767.79	84.99
TOTAL CONTRACTUAL SERVICES	25,100	2,345.19	21,332.21	0.00	3,767.79	84.99
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	25,100	2,345.19	21,332.21	0.00	3,767.79	84.99
TRANSFER STATION =====						
SALARIES & BENEFITS						
404-533-103-00 SALARIES TRANSFER STATION	105,000	6,932.63	82,302.76	0.00	22,697.24	78.38
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	527.34	6,276.61	0.00	1,756.39	78.14
404-533-105-00 GROUP INSURANCE	17,200	970.50	14,227.78	0.00	2,972.22	82.72

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CITY OF BUCKHANNON
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MAY 31ST, 2022

404-WASTE COLLECTION

% OF YEAR COMPLETED: 91.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
404-533-106-00 GROUP RETIREMENT	10,400	693.27	8,230.26	0.00	2,169.74	79.14
TOTAL SALARIES & BENEFITS	140,633	9,123.74	111,037.41	0.00	29,595.59	78.96
CONTRACTUAL SERVICES						
404-533-213-00 UTILITIES	10,500	637.52	7,419.16	0.00	3,080.84	70.66
404-533-216-00 DRAINAGE EXPENSE TRANSFER	9,500	2,002.52	3,922.52	0.00	5,577.48	41.29
404-533-226-00 INSURANCE & BONDS	20,000	0.00	11,937.62	0.00	8,062.38	59.69
TOTAL CONTRACTUAL SERVICES	40,000	2,640.04	23,279.30	0.00	16,720.70	58.20
COMMODITIES						
404-533-343-00 EQUIPMENT MAINTENANCE	17,000	0.00	14,078.38	0.00	2,921.62	82.81
404-533-343-01 FUEL/OIL TRANSFER STA. 7,	65,900	8,313.63	68,141.62	0.00 (2,241.62)	103.40
404-533-343-02 MAINTENANCE TRUCK/TRAILER	40,000	1,485.73	29,368.91	0.00	10,631.09	73.42
404-533-345-00 UNIFORMS	4,000	207.86	2,215.75	0.00	1,784.25	55.39
TOTAL COMMODITIES	126,900	10,007.22	113,804.66	0.00	13,095.34	89.68
CAPITAL OUTLAY						
404-533-459-00 NEW EQUIPMENT	124,000	5,665.08	93,745.76	0.00	30,254.24	75.60
404-533-460-00 TIPPING FEES	858,000	70,274.06	831,512.42	0.00	26,487.58	96.91
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	982,000	75,939.14	925,258.18	0.00	56,741.82	94.22
NON-OPERATING EXPENSES						
404-533-999-00 MISCELLANEOUS TRANSFER ST	6,500	0.00	4,036.29	0.00	2,463.71	62.10
TOTAL NON-OPERATING EXPENSES	6,500	0.00	4,036.29	0.00	2,463.71	62.10
TOTAL TRANSFER STATION	1,296,033	97,710.14	1,177,415.84	0.00	118,617.16	90.85

WASTE OFFICE/BOARD
=====

SALARIES & BENEFITS						
404-534-101-00 WASTE BOARD OFFICERS SALA	12,000	1,000.00	11,000.00	0.00	1,000.00	91.67
404-534-103-00 CLERK, ATTORNEY, ENGINEER	178,000	13,032.51	152,443.99	0.00	25,556.01	85.64
404-534-103-01 ADJUST COMPENSATED ABSENC	0	0.00	0.00	0.00	0.00	0.00
404-534-104-00 FICA TAX	13,617	1,072.87	12,268.04	0.00	1,348.96	90.09
404-534-105-00 GROUP INSURANCE	17,200	959.91	13,879.29	0.00	3,320.71	80.69
404-534-106-00 GROUP RETIREMENT	18,040	1,278.90	14,676.54	0.00	3,363.46	81.36
404-534-107-00 INT EXP EXCAVATOR LOAN	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	238,857	17,344.19	204,267.86	0.00	34,589.14	85.52
CONTRACTUAL SERVICES						
404-534-218-00 POSTAGE	13,200	1,752.96	12,397.06	0.00	802.94	93.92
404-534-219-00 RENT	10,000	0.00	10,000.00	0.00	0.00	100.00
404-534-223-00 PROFESSIONAL SERVICES (LE	12,800	0.00	6,374.84	1,000.00	5,425.16	57.62

6-01-2022 04:07 PM

CITY OF BUCKHANNON
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: MAY 31ST, 2022

404-WASTE COLLECTION

% OF YEAR COMPLETED: 91.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
404-534-226-00 INSURANCE & BONDS	15,000	0.00	8,088.01	0.00	6,911.99	53.92
TOTAL CONTRACTUAL SERVICES	51,000	1,752.96	36,859.91	1,000.00	13,140.09	74.24
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 CAPTIAL EXPENSE	8,000	0.00	7,105.06	0.00	894.94	88.81
TOTAL CAPITAL OUTLAY	8,000	0.00	7,105.06	0.00	894.94	88.81
NON-OPERATING EXPENSES						
404-534-699-99 WASTE BOARD CONTINGENCY	0	0.00	0.00	0.00	0.00	0.00
404-534-999-00 GEM & ADM MISC BILLING EX	51,000	5,661.39	55,100.88	0.00 (4,100.88)	108.04
TOTAL NON-OPERATING EXPENSES	51,000	5,661.39	55,100.88	0.00 (4,100.88)	108.04
TOTAL WASTE OFFICE/BOARD	356,857	24,758.54	309,943.62	1,000.00	45,913.38	87.13
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	3,317,940	234,843.03	2,956,151.57	1,000.00	360,788.43	89.13
REVENUE OVER/(UNDER) EXPENDITURES	(152,000)	68,183.55	325,328.09 (1,000.00) (476,328.09)	213.37-

Waste May 2022 Payment of Bills

\$2,106.04– TIRECHAIN.COM- TIRE CHAINS FOR ALL TRUCKS

\$1,800.00- WOODFORD OIL CO.- 200 GAL 68 HYD OIL

\$19,292.29 – WORLD FUEL SERVICES – MAY 2022 FUEL BILL

\$6,207.95 – TIRE AND RUBBER – APRIL 2022 TIRE DISPOSAL FEE

\$63,141.11 – WM CORPORATE SERVICES – APRIL 2022 TIPPING FEES

\$3,450.00 – JEFFERD’S CORP – 3 2YRD DUMPSTERS

06-01-2022 03:52 PM		DISBURSEMENTS 5-1-22 TO 5-31-22			
FUND: WASTE COLLECTION					
DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
WASTE DEPARTMENT	MPL CORPORATION	530-999-00	COLLECTION MISCELLAN	TOWER NETWRK ACCESS FEE 5/	100.00
	MON POWER	530-213-00	WASTE COLL. UTILITIE	110088931545 WASTE GARAGE	220.90
	A F WENDLING INC	530-999-00	COLLECTION MISCELLAN	BOTTLED WATER	467.04
	UNIFIRST CORP.	530-341-00	SHOP MAINTENANCE	APR 2022 ALL DEPT UNIFORMS	1,018.17
	LAWSON PRODUCTS INC	530-341-00	SHOP MAINTENANCE	GRINDING DISC FOR WELD SH	176.76
	JEFFERD'S CORP	530-561-00	DUMPSTERS (NEW)	(1) 2 YD DUMPSTER	1,150.00
		530-561-00	DUMPSTERS (NEW)	(2)2YD DUMPSTERS	2,300.00
	SOUTHERN STATES COOP INC	530-999-00	COLLECTION MISCELLAN	BOOTS- MAC, PAUL & JACOB	311.97
		530-999-00	COLLECTION MISCELLAN	BOOTS FOR STEVE MICHAEL	174.99
	AIRGAS USA, LLC	530-341-00	SHOP MAINTENANCE	TANK REFILLS FOR MECH SHO	389.61
		530-341-00	SHOP MAINTENANCE	CYLINDER LEASE	102.28
	WV PUBLIC EMPLOYEES INSURANC	530-105-00	WASTE EMPLOYEE INSUR	WASTE MAY 2022 HEALTH INS	8,618.50
		530-105-00	WASTE EMPLOYEE INSUR	WASTE MAY 2022 RETIREE'S S	720.00
	MATHENY MOTOR TRUCK CO	530-343-00	TRUCK MAINTENANCE	GRAB HANDLE FOR R-3	37.45
	AUTO ZONE	530-999-00	COLLECTION MISCELLAN	PURPLE POWER CLEANER	27.89
	NAPA-AMTOWER AUTO SUPPLY	530-343-00	TRUCK MAINTENANCE	BATTERY & BAND CLAMP	146.02
		530-343-00	TRUCK MAINTENANCE	BATTERY & BAND CLAMP	26.97
	HARBOR FREIGHT TOOLS	530-341-00	SHOP MAINTENANCE	PCRD-WORK LIGHT	35.99
06-01-2022 03:52 PM		DISBURSEMENTS 5-1-22 TO 5-31-22			
FUND: WASTE COLLECTION					
DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
WASTE DEPARTMENT	LOWES BUSINESS ACCOUNTS	530-999-00	COLLECTION MISCELLAN	DOUBLE BOLT SNAPS	32.10
	DODSON BROS EXTERMINATING CO	530-341-00	SHOP MAINTENANCE	WASTE PEST CONTROL APR 202	70.00
	FIRST COMMUNITY BANK	530-459-01	TOTER SYSTEM	WAS MAY 2022 TOTER PYMT	5,315.25
	WV PUBLIC EMPLOYEES RETIREME	530-106-00	WASTE EMPLOYEE RETIR	WV RETIREMENT CONTRIBUTION	1,566.27
		530-106-00	WASTE EMPLOYEE RETIR	WV RETIREMENT CONTRIBUTION	1,437.40
		530-106-00	WASTE EMPLOYEE RETIR	WV RETIRE TIER2 CONTRIBUTI	920.62
		530-106-00	WASTE EMPLOYEE RETIR	WV RETIRE TIER2 CONTRIBUTI	824.05
	TOTAL EQUIPMENT SOLUTIONS	530-343-00	TRUCK MAINTENANCE	PIVOT BUSHING FOR R-8	69.04
	ENTERPRISE FM TRUST	530-459-00	WASTE COLL. NEW EQUI	22WCPJ 2019 RAM 1500 PYMT	635.79
		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
	TRACTOR SUPPLY CREDIT PLAN	530-999-00	COLLECTION MISCELLAN	PCRD-5FT T-POST	29.94
	US CELLULAR	530-213-00	WASTE COLL. UTILITIE	ALL DEPT PHONES MAY 2022	61.82
		530-213-00	WASTE COLL. UTILITIE	ALL DEPT PHONES MAY 2022	143.15
	SPRINT	530-213-00	WASTE COLL. UTILITIE	ALL DEPT APR 2022 GEOTABS	128.51
	THE SIGN GUY LLC	530-999-00	COLLECTION MISCELLAN	COMMERCIAL DECALS	74.60
	TIRECHAIN.COM	530-343-00	TRUCK MAINTENANCE	TIRE CHAINS FOR ALL TRUCK	2,106.04
	WOODFORD OIL COMPANY	530-343-01	GAS & OIL EXPENSE 1,	200 GAL 68 HYD OIL	1,800.00
	ST JOSEPH HOSPITAL OF BUCKHA	530-999-00	COLLECTION MISCELLAN	LAB RESULTS DEAN HARRIS	50.00
		530-999-00	COLLECTION MISCELLAN	LAB RESULTS ROD WOODS	70.00
		530-999-00	COLLECTION MISCELLAN	LAB RESULTS KENNETH ALEXAN	50.00
	INTERNAL REVENUE SERVICE	530-104-00	WASTE COLL. F.I.C.A.	FICA WITHHELD AND MATCHED	1,635.28
		530-104-00	WASTE COLL. F.I.C.A.	FICA WITHHELD AND MATCHED	1,404.30
		530-104-00	WASTE COLL. F.I.C.A.	MEDICARE WITHHELD & MATCHE	382.44
		530-104-00	WASTE COLL. F.I.C.A.	MEDICARE WITHHELD & MATCHE	328.41
	AMAZON.COM	530-341-00	SHOP MAINTENANCE	PCRD-CUT OFF WHLS AND BOOT	210.53
		530-341-00	SHOP MAINTENANCE	PCRD-AIR CONTROL UNIT	25.93
		530-343-00	TRUCK MAINTENANCE	PCRD-25GAL SPRAYERS FOR GA	750.40
		530-341-00	SHOP MAINTENANCE	PCRD-CELL PHN BOOSTER FOR	135.00
	PAYFLEX	530-105-00	WASTE EMPLOYEE INSUR	WASTE MAY 2022 HSA FEE	52.00
	AT&T MOBILITY	530-213-00	WASTE COLL. UTILITIE	304-677-3862 JERRY ARNOLD	68.80
	WORLD FUEL SERVICES, INC.	530-343-01	GAS & OIL EXPENSE 1,	WASTE FUEL BILL MAY 2022	10,179.19
	EC FLEET REPAIR, LLC	530-343-00	TRUCK MAINTENANCE	FIXED TRANS ON R-12	980.00
	FRONTIER	530-213-00	WASTE COLL. UTILITIE	472-1651-101515-4 CITY HAL	65.67
		530-213-00	WASTE COLL. UTILITIE	472-4443-101915-4 WASTE	62.83
		530-213-00	WASTE COLL. UTILITIE	304-003-2273-060600-4	24.17
	**PAYROLL EXPENSES			5/01/2022 - 5/31/2022	49,281.83
				TOTAL:	97,660.77
RECYCLING DEPARTMENT	MON POWER	531-213-00	UTILITIES	110088931701 RECYCLING CEN	247.64
	FISHER AUTO PARTS INC	531-343-00	TRUCK MAINTENANCE	WIPER BLADES FOR R-14	76.43
	WV PUBLIC EMPLOYEES INSURANC	531-105-00	GROUP INSURANCE	WASTE MAY 2022 HEALTH INS	1,196.00
		531-105-00	GROUP INSURANCE	WASTE MAY 2022 RETIREE'S S	144.00
	WV PUBLIC EMPLOYEES RETIREME	531-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	392.11
		531-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	369.73
	SPRINT	531-213-00	UTILITIES	ALL DEPT APR 2022 GEOTABS	128.51
	INTERNAL REVENUE SERVICE	531-104-00	FICA TAX	FICA WITHHELD AND MATCHED	241.91
		531-104-00	FICA TAX	FICA WITHHELD AND MATCHED	228.03
		531-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	56.58
		531-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	53.33
	PEOPLES NATURAL GAS	531-213-00	UTILITIES	200008184083 RECYCLE CENTE	71.47
	PAYFLEX	531-105-00	GROUP INSURANCE	WASTE MAY 2022 HSA FEE	9.75
	WORLD FUEL SERVICES, INC.	531-343-01	FUEL - RECYCLING CEN	WASTE FUEL BILL MAY 2022	799.47
	EC FLEET REPAIR, LLC	531-343-00	TRUCK MAINTENANCE	FIXED TRANS IN R-21	560.00

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DISBURSEMENTS 5-1-22 TO 5-31-22

FUND: WASTE COLLECTION

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
		531-343-00	TRUCK MAINTENANCE	REPLACED U JOINT	175.00
	**PAYROLL EXPENSES			5/01/2022 - 5/31/2022	7,618.43
				TOTAL:	12,368.39
LANDFILL	BUCKHANNON UTIL BOARDS	532-216-01	TREATMENT OF LEACHAT	MUDLICK LEACHATE MAY 22	1,788.81
	STURM ENVIRONMENTAL SERVICES	532-216-01	TREATMENT OF LEACHAT	LAB TESTS APRIL 2022	309.00
	HARRISON RURAL ELECTRIC	532-216-01	TREATMENT OF LEACHAT	TURKEY RUN LNDFILL ELEC 5/	247.38
				TOTAL:	2,345.19
TRANSFER STATION	BUCKHANNON UTIL BOARDS	533-216-00	DRAINAGE EXPENSE TRA	MUDLICK LEACHATE JUNE 2022	1,697.52
	MON POWER	533-213-00	UTILITIES	110088931610 MUD LICK RD	189.01
	UNIFIRST CORP.	533-345-00	UNIFORMS	APR 2022 ALL DEPT UNIFORMS	207.86
	COLE TRUCK PARTS INC	533-343-02	MAINTENANCE TRUCK/TR	TORQUE ARMS FOR TRAILER 4	59.98
		533-343-02	MAINTENANCE TRUCK/TR	TORQUE ARMS FOR TRAILER 4	441.41
	WV PUBLIC EMPLOYEES INSURANC	533-105-00	GROUP INSURANCE	WASTE MAY 2022 HEALTH INS	868.00
		533-105-00	GROUP INSURANCE	WASTE MAY 2022 RETIREE'S S	96.00
	NAPA-AMTOWER AUTO SUPPLY	533-343-02	MAINTENANCE TRUCK/TR	BULBS FOR TRAILER 4	24.84
	JERRY W RICE	533-460-00	TIPPING FEES	37 UNITS REFRIG EVAC	925.00
	STURM ENVIRONMENTAL SERVICES	533-216-00	DRAINAGE EXPENSE TRA	LAB TESTS APRIL 2022	305.00
	WV PUBLIC EMPLOYEES RETIREME	533-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	354.91
		533-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	338.36
	CITIZENS BANK OF WV	533-459-00	NEW EQUIPMENT	WAS 2018 GARBAGE TRK MAY 2	2,239.50
		533-459-00	NEW EQUIPMENT	WAS JUNE 2022 CLOSED TOP T	1,120.97
		533-459-00	NEW EQUIPMENT	WAS RD TRACTOR JUNE 2022 P	2,304.61
	SPRINT	533-213-00	UTILITIES	ALL DEPT APR 2022 GEOTABS	128.50
	INTERNAL REVENUE SERVICE	533-104-00	FICA TAX	FICA WITHHELD AND MATCHED	218.82
		533-104-00	FICA TAX	FICA WITHHELD AND MATCHED	208.56
		533-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	51.18
		533-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	48.78
	PEOPLES NATURAL GAS	533-213-00	UTILITIES	200008184349 WASTE COLL	257.17
	TIRE AND RUBBER INC	533-460-00	TIPPING FEES	APRIL 2022 TIRES TIPPING F	6,207.95
	PAYFLEX	533-105-00	GROUP INSURANCE	WASTE MAY 2022 HSA FEE	6.50
	WM CORPORATE SERVICES, INC.	533-460-00	TIPPING FEES	APRIL 2022 TIPPING FEES	56,739.02
		533-460-00	TIPPING FEES	CD TIPPING FEES 4/19-4/29/	4,503.27
		533-460-00	TIPPING FEES	CD TIPPING FEES 5/3-5/13/2	1,898.82
	NEWLONS INTERNATIONAL SALESL	533-343-02	MAINTENANCE TRUCK/TR	SUPPORT STRAPS FOR R-7	210.97
		533-343-02	MAINTENANCE TRUCK/TR	VALVE SENSOR FOR R-11	373.49
		533-343-02	MAINTENANCE TRUCK/TR	VALVE SENSOR FOR R-11	167.86
		533-343-02	MAINTENANCE TRUCK/TR	VALVE SENSOR FOR R-11	207.18
	WORLD FUEL SERVICES, INC.	533-343-01	FUEL/OIL TRANSFER ST	WASTE FUEL BILL MAY 2022	8,313.63
	FRONTIER	533-213-00	UTILITIES	472-4443-101915-4 WASTE	62.84
	**PAYROLL EXPENSES			5/01/2022 - 5/31/2022	6,932.63
				TOTAL:	97,710.14
WASTE OFFICE/BOARD	RALSTON PRESS INC	534-999-00	GEM & ADM MISC BILLI	WINDOW ENVELOPES	125.59
		534-999-00	GEM & ADM MISC BILLI	CUSTOMER SIGN UP CARDS	102.14
	GATES SUPPLY	534-999-00	GEM & ADM MISC BILLI	INK CARTRIDGES - PLOTTER	68.48
	PITNEY BOWES INC	534-218-00	POSTAGE	PERMIT PSTG BALANCE MAY 20	613.07
	WV PUBLIC EMPLOYEES INSURANC	534-105-00	GROUP INSURANCE	WASTE MAY 2022 HEALTH INS	841.41
		534-105-00	GROUP INSURANCE	WASTE MAY 2022 RETIREE'S S	112.00
	GABRIEL FIRST	534-999-00	GEM & ADM MISC BILLI	PCRD-WINDOW CLEANER CARPET	132.66
	STEPTOE & JOHNSON PLLC	534-999-00	GEM & ADM MISC BILLI	EMPLOYER INVESTIGATION 3/3	403.50
		534-999-00	GEM & ADM MISC BILLI	EMPLOYEE HANDBOOK 3/31/22	495.00
		534-999-00	GEM & ADM MISC BILLI	LEGAL RESEARCH APRIL 2022	18.42

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DISBURSEMENTS 5-1-22 TO 5-31-22

FUND: WASTE COLLECTION

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
		534-999-00	GEM & ADM MISC BILLI	EMPLOYEE HANDBOOK REV APR	581.25
	SUNSET GRAPHICS LLC	534-999-00	GEM & ADM MISC BILLI	MAGNETS MAYOR VEHICLE	15.00
	WV PUBLIC EMPLOYEES RETIREME	534-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	502.48
		534-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	500.64
		534-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	150.40
		534-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	125.38
	BUCKHANNON POSTMASTER	534-218-00	POSTAGE	PERMIT #10 POSTAGE	750.00
	PAYROLL ACCOUNT (ALL DEPTS)	534-999-00	GEM & ADM MISC BILLI	APRIL 2022 AA FEES	193.50
	COLLECTION ACCOUNT	534-999-00	GEM & ADM MISC BILLI	APRIL 2022 CREDIT CARD FEE	1,207.28
	TOSHIBA FINANCIAL SERVICES	534-999-00	GEM & ADM MISC BILLI	CITY HALL COPIER LEASE MAY	144.01
	WASTE COLLECTION BOARD	534-999-00	GEM & ADM MISC BILLI	MAY 2022 LETTER OF CREDIT	234.37
	RAVEN ROCK NETWORKS INC	534-999-00	GEM & ADM MISC BILLI	IT SERVICE CHARGES; ADAPT	276.87
		534-999-00	GEM & ADM MISC BILLI	IT SVC CONTRACT & EMAIL MA	266.25
	GALAXY DIGITAL LLC	534-999-00	GEM & ADM MISC BILLI	PCRD-VOLUNTEER SOFTWARE	393.75
	JERRY HEARD ASSC.	534-999-00	GEM & ADM MISC BILLI	UTILITY BILLS	691.45
		534-999-00	GEM & ADM MISC BILLI	LEGAL SIZE COPIER PAPER	24.00
	WALMART STORES INC -BUCKHANN	534-999-00	GEM & ADM MISC BILLI	CLEANING SUPP CITY HALL	44.08
	INTERNAL REVENUE SERVICE	534-104-00	FICA TAX	FICA WITHHELD AND MATCHED	481.63
		534-104-00	FICA TAX	FICA WITHHELD AND MATCHED	387.88
		534-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	112.65
		534-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	90.71
	AMAZON.COM	534-999-00	GEM & ADM MISC BILLI	PCRD-PAPER TOWELS	17.44
		534-999-00	GEM & ADM MISC BILLI	PCRD-SHREDDER SHEETS TOWEL	12.49
	PAYFLEX	534-105-00	GROUP INSURANCE	WASTE MAY 2022 HSA FEE	6.50
	KOMAX LLC	534-218-00	POSTAGE	INK CART; SEALING SOLUTION	45.58
	U.S. POSTAL SERVICE (CMRS-FP	534-218-00	POSTAGE	MAY 2022 POSTAGE	250.00
	FP FINANCE PROGRAM	534-218-00	POSTAGE	MAILER & INSERTER PYMT MAY	94.31
	LINDA PERRINE	534-999-00	GEM & ADM MISC BILLI	PER WASTE BD REFUND STOP S	21.21
	DAVID WILSON	534-999-00	GEM & ADM MISC BILLI	WASTE REFUND OF TAGS	24.18
	ROSSMAN & CO/PCB CORP	534-999-00	GEM & ADM MISC BILLI	DEBT COLLECTION APRIL 2022	109.62
	SUDDENLINK	534-999-00	GEM & ADM MISC BILLI	CITY HALL INTERNET MAY 202	58.85
	**PAYROLL EXPENSES			5/01/2022 - 5/31/2022	14,032.51
				TOTAL:	24,758.54

Discussed having to call in Jerry Arnold for a difficult customer who wanted to cancel trash pickup service. As he lives in town, he was informed that there is an ordinance that he must have trash pickup. Invited him to discuss with waste board at a future meeting.

Motion Sines/Randall to approve the finance report. Motion carried.

D. Department Report

D.1 Recycling Center Report

City of Buckhannon Recycling Center				
DATE:			May-22	
Inventory & Balance Sheet				
	Uproc.	Proc.	Total	
ONP	0.7	4.07	4.77	
OCC	0.9	6.13	7.03	
MGOP	0.3	4.1	4.4	
STEEL	0.38	4.44	4.82	
ALUM.	0.28	0.31	0.59	
E-WASTE	0.2	0	0.2	
Pete #1	0.31	6.35	6.66	
No. 2	0.15	2.13	2.28	
Total	3.22	27.53	30.75	
Inventory 5/1/22			50.26	
Inventory 6/1/22			30.75	
Diff.			-19.51	
Loads Shipped			66.01	
Total Diff. Inventory & Loads Shipped			46.5	
Total Received			46.5	
Less Garbage			0	
Total			46.5	
Residential Curbside				
720				
Appliances	Iron	Total	Total \$	
31600	13920		45520	\$3,148.80
Yard Debris				
5000				

D.2 Transfer Station Report

City of Buckhannon Transfer Station Totals				
May		2022		
Total Transactions			3003	
Total Weight			1516.52	
Total Cash Received			\$35,301.81	
Total City Trucks			\$74,050.88	889.64 tons
Total Charge			\$19,709.08	
Grand total			\$129,061.77	
Total C/D Material			275.7	
Total Commercial/Residential			1241.02	
Bulky Goods	Steel	Waste	Total	
	3	4.73	7.73	

D.3 Waste Collection Report

Mr. Arnold reports that everything seems to be going well. One employee is on light duty and has been/will be for some time. He has been helping the City Horticulturist.

Vacations are coming up, which always leads to short staffing, moving employees around.

Board had lengthy discussion about how to direct bag customers at the Transfer Station, easing traffic congestion. Further discussion will occur after Mr. Arnold looks into pricing of second set of scales.

E. Correspondence and Information

E.1 Letter from J Burton Hunter III regarding trash pickup, stop signs, & sidewalk repair

Discussion about the letter. Brian Williams has met with Mr. Hunter regarding trash; believe problem is being corrected. Reynolds Lane street sign has been knocked down 3 times in 3 weeks; will leave down for time being. Mr. Arnold is not sure what stop signs he is concerned about.

LAW OFFICES
J. Burton Hunter, III and Associates, P.L.L.C
ONE WEST MAIN STREET • BUCKHANNON, WV 26201
TEL (304)472-7477 • FAX (304)472-0641
www.hunterlawfirm.net
hunterjb@hunterlawfirm.net

May 19, 2022

Jerry Arnold
Waste Department
c/o Buckhannon City Hall
70 East Main Street
Buckhannon WV 26201

Re: J. Burton Hunter, III and Associates, PLLC

Dear Mr. Arnold:

We are writing to advise that several weeks ago our trash pickup stopped.

Calls by my staff did not reveal why this is happening, but someone "opined" maybe we should have an "official trash container".

So, in spite of no problems for 32 years, we were required to get a trash container the size of my Subaru Forester.

We really have nowhere to keep it as we "downsized" when we sold out and rented to Dale Hawkins. We just leave it in Dale's and our shared hallway.

Now for the second week in a row, our "Subaru" has been ignored by trash pickup.

Unrelated but on the subject of City Services, it has been several months that the Reynolds Lane Sign has been on its side and the stop signs onto North Kanawha, two of them, have been trashed.

I trust the hiatus in sidewalk repair is scheduled, and will not question it, but I sure would like reliable trash pickup, and I am ready to trade the "Forester" for a "Honda Civic" if one ever becomes available.

I copy the mayor and Mr. McCauley because they are good government officials, and they know that Buckhannon cannot stand to have this level of service.

Regards,

J. Burton Hunter, III

JBH/ljh
cc: Mayor Skinner
Councilman David McCauley

Consent Agenda

F.1 Approval of Minutes 05/05/2022

Motion Scott/Sines. Motion carried.

G. Strategic Issues for Discussion and/or Vote

G.1 Revisit Dumpsters and Waste Collection Fees not charged to Certain Organizations

Discussion regarding fees not being charged to certain organizations. Upshur County EMS had received a letter and have since received a bill. Regarding the dumpsters at the Upshur County Pool and Park behind the High School, Greg Harris had requested a replacement dumpster, and Mr. Arnold told him that those were not even being paid for currently. Amby Jenkins is going to send a letter to the Upshur County Board of Education asking for clarification of who is responsible for the bill for those places.

H. Board Members Comments and Announcements

- Scott Randall: No comment.
- Sheila Sines: Thank you for the opportunity to serve on this board. It has been a pleasure.
- Amberle Jenkins: No comment.
- Jerry Arnold: No comment.
- Jay Hollen: He received a complaint that on Shawnee, there was an open trailer with trash everywhere and animals getting into it. Jerry Arnold said that it is out of the city limits, so DNR would need to handle it. Jay Hollen said that is what he had told the original person.

- Robbie Skinner: Thank you to Sheila Sines for her service on this board. There is a possible opening in the Solid Waste Authority, and he asked Scott Randall if he would be interested in serving on that. Mr. Randall agreed to serve.

**There being no further business to be transacted, meeting adjourned at 8:09 a.m.,
Motion by Skinner/Sines.**

Mayor Robert N. Skinner III _____

City Recorder Randall H. Sanders _____