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, March 3. 2022, at 7:30 a.m. in the Council Chambers of City Hall. The following individuals were in attendance (GTM – GoToMeeting):

Robbie Skinner Mayor Absent
Randy Sanders City Recorder Present
Shelia Lewis-Sines Board Member Present
Scott Randall Board Member Absent

Jay Hollen City Engineer Present - by GTM

Jerry ArnoldDirector of Public WorksPresentBrad HawkinsStreet CommissionerAbsentAmberle JenkinsAssistant Recorder/Director of FinancePresentTom O'NeillCity AttorneyAbsent

Guests: None

To participate in a Utility Board meeting virtually, regular participants, members of the media, and members of the public were 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, March 3, 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 February 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 Tire Amnesty Day-March 5, 2022-9am-3pm at Public Works Facility 395 Mudlick Road E.2 DMR's 2nd, 3rd, 4th Quarter 2021

F. Consent Agenda

F.1 Approval of Minutes: 02/03/2022

G. Strategic Issues for Discussion and/or Vote

G.1

H. Board Members Comments and Announcements

I. Adjournment

Posted 02/25/2021

A. Call to Order - The meeting was called to order by Recorder Randy Sanders 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. Recorder Sanders noted there was not a quorum.

B. Recognized Guests:

B.1 None

C. Financial Report - Amby Jenkins

C.1 February 2022 – Amby Jenkins presented the following financial report:

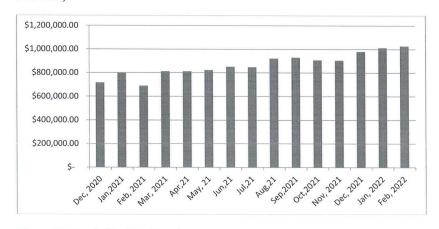
WASTE BOARD CITY OF BUCKHANNON BALANCE SHEET

Balance February 28, 2022

Money Market & Checking \$ 1,027,314.54

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

Note: This report was generated 3/2/22. The balance does not reflect pending online and phone payments

3-02-2022 07:37 AM

CITY OF BUCKHANNON
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: FEBRUARY 28TH, 2022

404-WASTE COLLECTION

404-WASTE COLLECTION				% OF	YEAR COMPLETED	: 66.67
REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
TAXES 404-303-002-00 RECYCLE-ALUMINUM 404-303-003-00 RECYCLE-OCC-CARABBOARD 404-303-004-00 RECYCLE-MGOP/SOW-OFFICE P 404-303-005-00 RECYCLE-HDPE-MILK JUGS 404-303-006-00 RECYCLE-ONP-NEWSPAPER 404-316-000-00 DUMPSTERS 404-317-000-00 DUMPSTER RENTAL TOTAL TAXES	1,500 15,000 0 27,477 2,000 2,000 85,000 132,977	0.00 0.00 0.00 0.00 0.00 0.00 8,173.31 8,173.31	1,289.28 19,003.94 3,882.60 31,189.60 2,384.09 4,411.00 64,465.58 126,626.09	0.00 0.00 (0.00 (0.00 (0.00 (0.00 (0.00 (210.72 4,003.94) 3,882.60) 3,712.60) 384.09) 2,411.00) 20,534.42 6,350.91	85.95 126.69 0.00 113.51 119.20 220.55 75.84 95.22
OTHER FEES 404-341-000-00 FUEL SURCHARGE TOTAL OTHER FEES	69,000 69,000	7,601.23 7,601.23	64,447.23	0.00	4,552.77 4,552.77	93.40
UTILITY BILLINGS 404-350-000-00 WASTE COLLECTION BILLINGS TOTAL UTILITY BILLINGS	2,534,000	212,376.00 212,376.00	1,874,764.14 1,874,764.14	0.00	659,235.86 659,235.86	73.98 73.98
HEALTH AND SAFETY 404-355-000-00 TRANSFER ST/LANDFILL RECE TOTAL HEALTH AND SAFETY	307,263 307,263	23,719.00	280,393.08	0.00	26,869.92 26,869.92	91.26 91.26
GRANTS 404-366-000-00 STATE GRANTS 404-368-000-00 CONTRIBUTION FROM UCSWA _ TOTAL GRANTS	0 0 0	0.00 900.00 900.00	0.00 1,800.00 1,800.00	0.00 0.00 (0.00 1,800.00) 1,800.00)	0.00
INTRAFUND CONTR/CHARGES 404-370-000-01 LATE CHARGES 404-370-000-02 CUSTOMER BILL FEES(BANK-S TOTAL INTRAFUND CONTR/CHARGES	0 200 200	0.00 0.00 0.00	0.00 150.00 150.00	0.00 0.00 0.00	0.00 50.00 50.00	0.00 75.00 75.00
OTHER REVENUE 404-380-000-00 INTEREST 404-381-000-00 MAINT BILLING OTHER DEPTS 404-399-000-00 WASTE COLL. MISCELLANEOUS 404-399-000-02 GAIN ON DISPOSAL OF ASSET TOTAL OTHER REVENUE	200 600 30,000 0 30,800	0.00 0.00 3,658.90 0.00 3,658.90	142.96 0.00 22,624.21 0.00 22,767.17	0.00 0.00 0.00 0.00 0.00	57.04 600.00 7,375.79 0.00 8,032.83	71.48 0.00 75.41 0.00 73.92
TOTAL REVENUE	3,074,240	256,428.44	2,370,947.71	0.00	703,292.29	77.12

CITY OF BUCKHANNON REVENUE & EXPENSE REPORT (UNAUDITED) AS OF: FEBRUARY 28TH, 2022

404-WASTE COLLECTION		AS OF: F	EBRUARY 28TH, 202		VEAD COMPLETE): 66.6
DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	YEAR COMPLETED BUDGET BALANCE	% YTD BUDGE
WASTE DEPARTMENT						
SALARIES & BENEFITS 404-530-103-00 WASTE EMPLOYEES SALARIES 404-530-104-00 WASTE COLL. F.I.C.A. 404-530-105-00 WASTE EMPLOYEE INSURANCE	48,200 153,000	48,547.44 0.00 3,698.59 9,073.75	388,880.46 0.00 29,630.48 99,957.50	0.00 0.00 0.00 0.00	240,119.54 0.00 18,569.52 53,042.50	61.8 0.0 61.4 65.3
104-530-106-00 WASTE EMPLOYEE RETIREMENT TOTAL SALARIES & BENEFITS CONTRACTUAL SERVICES	61,000 891,200	4,289.79 65,609.57	36,152.76 554,621.20	0.00	24,847.24 336,578.80	62.2
004-530-213-00 WASTE COLL UTILITIES 404-530-226-00 COMP, UNEMPL & INSURANCE_ TOTAL CONTRACTUAL SERVICES	17,000 58,000 75,000	899.66 3,555.66 4,455.32	7,519.90 38,259.25 45,779.15	0.00 0.00 0.00	9,480.10 19,740.75 29,220.85	44.2 65.9 61.0
COMMODITIES 104-530-341-00 SHOP MAINTENANCE 104-530-341-05 SAFETY EQUIPMENT 104-530-343-00 TRUCK MAINTENANCE 104-530-343-01 GAS & OIL EXPENSE 1,2,3,4 104-530-344-00 MAINTENANCE OTHER DEPTS. 104-530-345-00 WASTE COLL. UNIFORMS	40,000 0 70,000 80,000 2,000 13,000	2,245.80 0.00 2,339.13 6,406.41 0.00 1,052.16	16,985.97 0.00 61,320.60 62,989.33 0.00 7,457.88	3,336.50 0.00 7,216.97 0.00 0.00 0.00	19,677.53 0.00 1,462.43 17,010.67 2,000.00 5,542.12	50.83 0.00 97.93 78.74 0.00 57.3
TOTAL COMMODITIES	205,000	12,043.50	148,753.78 102,766.34	0.00	45,692.75 6,233.66	94.28
104-530-459-00 WASTE COLL. NEW EQUIPMENT 104-530-459-01 TOTER SYSTEM	69,000 178,000	3,612.33 5,854.68 9,467.01	46,487.11	0.00	22,512.89	67.3
CONTRIBUTIONS 104-530-561-00 DUMPSTERS (NEW) TOTAL CONTRIBUTIONS	30,000	0.00	29,651.00 29,651.00	0.00	349.00 349.00	98.84
NON-OPERATING EXPENSES 104-530-999-00 COLLECTION MISCELLANEOUS_ TOTAL NON-OPERATING EXPENSES	16,000 16,000	1,184.23 1,184.23	15,690.83 15,690.83	134.99 134.99	174.18 174.18	98.93
TOTAL WASTE DEPARTMENT	1,395,200	92,759.63	943,749.41	10,688.46	440,762.13	68.4
SALARIES & BENEFITS 104-531-103-00 RECYCLING SALARIES 104-531-103-01 ADJUST COMPENSATED ABSENC 104-531-104-00 FICA TAX	100,000 0 7,650	7,472.67 0.00 568.09	62,746.53 0.00 4,778.20	0.00 0.00 0.00	37,253.47 0.00 2,871.80	62.7 0.0 62.4
3-02-2022 07:37 AM	I	REVENUE & EXPENS	BUCKHANNON E REPORT (UNAUDIT BRUARY 28TH, 2022			
104-WASTE COLLECTION				% OF !	YEAR COMPLETED:	66.67
DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
04-531-105-00 GROUP INSURANCE 04-531-106-00 GROUP RETIREMENT TOTAL SALARIES & BENEFITS	24,900 10,000 142,550	1,349.75 747.26 10,137.77	15,869.94 6,274.67 89,669.34	0.00 0.00 0.00	9,030.06 3,725.33 52,880.66	63.73 62.75 62.90
CONTRACTUAL SERVICES 104-531-213-00 UTILITIES 104-531-226-00 INSURANCE & BONDS TOTAL CONTRACTUAL SERVICES	4,900 4,500 9,400	457.75 209.16 666.91	3,462.64 2,440.98 5,903.62	0.00 0.00 0.00	1,437.36 2,059.02 3,496.38	70.67 54.24 62.80
COMMODITIES 104-531-343-00 TRUCK MAINTENANCE 104-531-343-01 FUEL - RECYCLING CENTER 104-531-343-02 EQUIPMENT MAINTENANCE 104-531-399-00 MISCELLANEOUS	10,000 8,000 9,000 5,000 32,000	2,012.59 392.98 0.00 16.16 2,421.73	8,759.17 6,591.80 4,063.02 2,015.85 21,429.84	816.12 0.00 445.00 0.00 1,261.12	424.71 1,408.20 4,491.98 2,984.15 9,309.04	95.75 82.40 50.09 40.32 70.91
TOTAL COMMODITIES CAPITAL OUTLAY 104-531-459-00 CAPITAL OUTLAY - NEW EQUI	0 -	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	183,950	13,226.41	117,002.80	1,261.12	65,686.08	64.29
ANDFILL						
CONTRACTUAL SERVICES 04-532-216-00 TESTING/MONITOR WELLS	25,100 25,100	0.00 307.33 307.33	0.00 7,769.34 7,769.34	0.00	0.00 17,330.66 17,330.66	0.00 30.95 30.95
ONTRACTUAL SERVICES 04-532-216-00 TESTING/MONITOR WELLS 04-532-216-01 TREATMENT OF LEACHATE TOTAL CONTRACTUAL SERVICES APITAL OUTLAY	25,100	307.33	7,769.34	0.00	17,330.66	30.95
ONTRACTUAL SERVICES 04-532-216-00 TESTING/MONITOR WELLS 04-532-216-01 TREATMENT OF LEACHATE TOTAL CONTRACTUAL SERVICES APITAL OUTLAY 04-532-461-00 BONDING (LANDFILL) TOTAL CAPITAL OUTLAY ONTRIBUTIONS	25,100 25,100	307.33 307.33	7,769.34 7,769.34	0.00	17,330.66 17,330.66	30.95 30.95
CONTRACTUAL SERVICES 104-532-216-00 TESTING/MONITOR WELLS 104-532-216-01 TREATMENT OF LEACHATE TOTAL CONTRACTUAL SERVICES CAPITAL OUTLAY 104-532-461-00 BONDING (LANDFILL) TOTAL CAPITAL OUTLAY CONTRIBUTIONS 104-532-599-00 WASTE DEPRECIATION	25,100 25,100 0 0	307.33 307.33 0.00 0.00	7,769.34 7,769.34 0.00 0.00	0.00 0.00 0.00 0.00	17,330.66 17,330.66 0.00 0.00	30.95 30.95 0.00 0.00

CITY OF BUCKHANNON REVENUE & EXPENSE REPORT (UNAUDITED) AS OF: FEBRUARY 28TH, 2022

404-WASTE COLLECTION

404-WASTE COLLECTION						
				% OF	YEAR COMPLETED	: 66.67
DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
404-533-106-00 GROUP RETIREMENT	10,400	678.33	5,832.33	0.00	4,567.67	56.08
TOTAL SALARIES & BENEFITS	140,633	8,947.93	79,806.62	0.00	60,826.38	56.75
CONTRACTUAL SERVICES		The Particular Control				
404-533-213-00 UTILITIES	10,500	1,050.11	4,790.68	0.00	5,709.32	45.63
104-533-216-00 DRAINAGE EXPENSE TRANSFER	9,500	0.00 418.31	7,706.64 11,028.12	0.00	1,793.36 8,971.88	81.12 55.14
04-533-226-00 INSURANCE & BONDS TOTAL CONTRACTUAL SERVICES	40,000	1,468.42	23,525.44	0.00	16,474.56	58.81
OMMODITIES						
04-533-343-00 EQUIPMENT MAINTENANCE	17,000	840.15	12,880.99	357.24	3,761.77	77.87
04-533-343-01 FUEL/OIL TRANSFER STA. 7,	47,000	5,124.33	43,812.71	0.00	3,187.29	93.22
104-533-343-02 MAINTENANCE TRUCK/TRAILER	40,000	843.76	10,966.85	0.00	29,033.15	27.42
104-533-345-00 UNIFORMS	4,000	205.58	1,547.13	0.00	2,452.87	38.68
TOTAL COMMODITIES	108,000	7,013.82	69,207.68	357.24	38,435.08	64.41
CAPITAL OUTLAY	104 000	F 665 00	76,750.52	0.00	47,249.48	61.90
04-533-459-00 NEW EQUIPMENT	124,000 858,000	5,665.08 56,581.92	615,039.58	0.00	242,960.42	71.68
04-533-460-00 TIPPING FEES 04-533-461-00 BONDING TRANSFER STATION	038,000	0.00	0.00	0.00	0.00	0.00
04-533-461-00 BONDING TRANSFER STATION	0	0.00	0.00	0.00	0.00	0.00
04-533-464-00 STATE GRANT 04-533-470-00 TIRE DISPOSAL	0	0.00	0.00	0.00	0.00	0.00
04-533-478-00 ROAD MAINTENANCE	0	0.00	0.00	0.00	0.00	0.00
04-533-479-00 RECLASSIFY PAYMENTS	0	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	982,000	62,247.00	691,790.10	0.00	290,209.90	70.45
JON-OPERATING EXPENSES						
104-533-999-00 MISCELLANEOUS TRANSFER ST	4,000	0.00	2,602.69	0.00	1,397.31	65.07
TOTAL NON-OPERATING EXPENSES	4,000	0.00	2,602.69	0.00	1,397.31	65.07
TOTAL TRANSFER STATION	1,274,633	79,677.17	866,932.53	357.24	407,343.23	68.04
ASTE OFFICE/BOARD						
ALARIES & BENEFITS						
04-534-101-00 WASTE BOARD OFFICERS SALA	12,000	1,000.00	8,000.00	0.00	4,000.00	66.67
04-534-103-00 CLERK, ATTORNEY, ENGINEER	178,000	12,722.77	107,636.56	0.00	70,363.44	60.47
04-534-103-01 ADJUST COMPENSATED ABSENC	0	0.00	0.00	0.00	0.00	0.00
04-534-104-00 FICA TAX	13,617	1,049.22	8,612.03	0.00	5,004.97	63.24
04-534-105-00 GROUP INSURANCE	17,200	959.91	10,911.96	0.00	6,288.04	63.44
04-534-106-00 GROUP RETIREMENT	18,040	1,247.96	10,268.81	0.00	7,771.19	56.92
04-534-107-00 INT EXP EXCAVATOR LOAN	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	238,857	16,979.86	145,429.36	0.00	93,427.64	60.89
CONTRACTUAL SERVICES	0.000	1 607 **	7 (27 70	0.00	1 560 01	83.02
104-534-218-00 POSTAGE	9,200	1,687.41	7,637.79 10,000.00	0.00	1,562.21	100.00
104-534-219-00 RENT	10,000	0.00	6,374.84	1,000.00	425.16	94.55
404-534-223-00 PROFESSIONAL SERVICES (LE	7,800	0.00	0,3/4.84	1,000.00	423.16	24.33

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CITY OF BUCKHANNON REVENUE & EXPENSE REPORT (UNAUDITED) AS OF: FEBRUARY 28TH, 2022

404-WASTE COLLECTION

ava whole commercial				% OF	YEAR COMPLETED	: 66.67
DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
404-534-226-00 INSURANCE & BONDS TOTAL CONTRACTUAL SERVICES	15,000 42,000	18.40 1,705.81	7,590.61	0.00	7,409.39 9,396.76	50.60 77.63
COMMODITIES 404-534-353-00 PSC ASSESSMENTS 404-534-399-00 MISCELLANEOUS TOTAL COMMODITIES	8,000 0 8,000	0.00 0.00 0.00	6,609.91 0.00 6,609.91	0.00 0.00 0.00	1,390.09 0.00 1,390.09	82.62 0.00 82.62
$\frac{\text{Capital outlay}}{404-534-459-00} \text{ New computer capital outl} \\ \text{TOTAL CAPITAL OUTLAY}$	7,500 7,500	830.76 830.76	6,333.40 6,333.40	0.00	1,166.60 1,166.60	84.45
NON-OPERATING EXPENSES 404-534-999-00 GEM & ADM MISC BILLING EX TOTAL NON-OPERATING EXPENSES	51,000 51,000	4,029.63 4,029.63	40,242.19 40,242.19	0.00	10,757.81 10,757.81	78.91 78.91
TOTAL WASTE OFFICE/BOARD	347,357	23,546.06	230,218.10	1,000.00	116,138.90	66.56
BAD DEBT						
NON-OPERATING EXPENSES 404-550-676-00 BAD DEBT EXPENSE(return C TOTAL NON-OPERATING EXPENSES	0 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	3,226,240	209,516.60	2,165,672.18	13,306.82	1,047,261.00	67.54
REVENUE OVER/(UNDER) EXPENDITURES (152,000)	46,911.84	205,275.53 (13,306.82)(343,968.71)	126.30-

\$10,765.95– TIRE AND RUBBER –JANUARY 2022 TIRE & CD DISPOSAL

\$44,640.97- WM CORPORATE SERVICES- JANUARY 2022 TIPPING FEES

03-01-2022 02:50 PM

DISBURSEMENT 2-01-22 TO 2-28-22

FUND: WASTE COLLECTION

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
WASTE DEPARTMENT	MPL CORPORATION MON POWER UNIFIRST CORP.	530-999-00 530-213-00 530-345-00	WASTE COLL. UTILITIE	ALL DEPT JAN 2022 UNIFORMS	100.00 379.03 1,052.16
	COLE TRUCK PARTS INC	530-343-00 530-343-00 530-343-00	TRUCK MAINTENANCE TRUCK MAINTENANCE TRUCK MAINTENANCE	WHEEL BEARING FOR R-7 WHEEL BEARING FOR R-7 WHEEL BEARING FOR R-7	296.12 990.03 717.00 531.48
	LAWSON PRODUCTS INC ENCOVA INSURANCE WV PUBLIC EMPLOYEES INSURANC	530-341-00 530-226-00 530-105-00 530-105-00	WASTE EMPLOYEE INSUR	BOLTS & FITTINGS FOR SHOP WCB1005474 1/3/22-2/1/22 WASTE FEB 2022 HEALTH INS WASTE FEB 2022 RETIREE'S S	3,555.66 8,401.00 624.00
	NAPA-AMTOWER AUTO SUPPLY	530-341-00 530-343-00	SHOP MAINTENANCE TRUCK MAINTENANCE	BATTERY CHARGER UJOINT FOR R-7	145.41 47.98
	DODSON BROS EXTERMINATING CO FIRST COMMUNITY BANK WV PUBLIC EMPLOYEES RETIREME	530-459-01	WASTE EMPLOYEE RETIR WASTE EMPLOYEE RETIR	WAS FEB 2022 TOTER PYMT WV RETIREMENT CONTRIBUTION WV RETIREMENT CONTRIBUTION WV RETIRE TIER2 CONTRIBUTI WV RETIRE TIER2 CONTRIBUTI	70.00 5,854.68 1,490.87 1,536.17 687.16 575.59
	BUCKHANNON DISCOUNT TIRE INC ENTERPRISE FM TRUST	530-343-00 530-459-00 530-459-00 530-459-00	WASTE COLL. NEW EQUI WASTE COLL. NEW EQUI	MOUNT AND BALANCED TIRES 22WCPJ 2019 RAM 1500 PYMT 22RKXV 2019 FORD F-150 PYM 22RKWX 2018 FORD EXPLORER	288.00 635.79 371.39 293.48
	CITIZENS BANK OF WV	530-459-00	WASTE COLL. NEW EQUI	WAS FEB 2022 2017 FREIGHLN	2,311.67

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DISBURSEMENT 2-01-22 TO 2-28-22

FUND: WASTE COLLECTION

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	US CELLULAR	530-213-00	WASTE COLL. UTILITIE	ALL DEPT CELL PHONES FEB 2	61.86
	oo obbbohiii	530-213-00		ALL DEPT CELL PHONES FEB 2	143.23
	SPRINT	530-213-00		ALL DEPT JAN 2022 GEOTABS	96.85
	WV DIV OF MOTOR VEHICLES	530-999-00	COLLECTION MISCELLAN		165.00
	ST JOSEPH HOSPITAL OF BUCKHA			LAB RESULTS MICHAEL J WILL	50.00
	SI CODELL HOSTITUS OF SOCIAL	530-999-00		LAB RESULTS AMOS TENNEY	50.00
	INTERNAL REVENUE SERVICE	530-104-00		FICA WITHHELD AND MATCHED	1,458.65
	INTERNAL REVENUE SERVICE	530-104-00		FICA WITHHELD AND MATCHED	1,538.89
		530-104-00		MEDICARE WITHHELD & MATCHE	341.13
		530-104-00		MEDICARE WITHHELD & MATCHE	359.92
		530-104-00	SHOP MAINTENANCE	PCRD-CREEPER STOOL SNOW BR	142.93
	AMAZON.COM			PCRD-VACATION PLANNER	29.53
		530-999-00		PCRD-WALL CALENDAR	44.94
		530-999-00		PCRD-WALL CALENDAR PCRD-HIGH SPEED DRILL BITS	165.99
		530-341-00	SHOP MAINTENANCE		
		530-999-00		PCRD-ERASEABLE CALENDAR	19.80
		530-999-00		PCRD-SD CARDS & SCOUTING C	164.96
		530-341-00		PCARD-LED BAY LIGHTS FOR W	509.99
	DIVISION OF MOTOR VEHICLES	530-999-00		PCRD-PAID CDL TEST CARDS	97.50
	PAYFLEX	530-105-00		WASTE FEB 2022 HSA FEES	48.75
	FLEET HOSTER LLC	530-343-00	TRUCK MAINTENANCE	PCRD-CAMERA SERVICE FOR R8	19.00
	AT&T MOBILITY	530-213-00		304-677-3862 JERRY ARNOLD	67.59
	WORLD FUEL SERVICES, INC.	530-343-01	GAS & OIL EXPENSE 1,	WASTE FUEL BILL JAN 2022	6,406.41
	THE SPECTACLE FAMILY EYE CAR	530-999-00	COLLECTION MISCELLAN	PCRD-EYE EXAM SWINDLER HUL	360.00
	CRANE 1 SERVICES, INC.	530-341-00	SHOP MAINTENANCE	BRIDGE CRANE INSPECTIONS	750.00
	FRONTIER	530-213-00	WASTE COLL. UTILITIE	472-1651-101515-4 CITY HAL	65.35
		530-213-00	WASTE COLL. UTILITIE	472-4443-101915-4 WASTE	61.57
		530-213-00	WASTE COLL. UTILITIE	304-003-2273-060600-4	24.18
	IDENTOGO	530-999-00		WASTE BACKGROUND CK R. SWI	32.50
	**PAYROLL EXPENSES	555 555 65		2/01/2022 - 2/28/2022	48,547.44
	IIIIIII BII BII			TOTAL:	92,778.63
RECYCLING DEPARTMENT	MON POWER	531-213-00	UTILITIES	110088931701 RECYCLING CEN	279.75
ABCTOBING DELAKTIBAT	COLE TRUCK PARTS INC	531-343-00	TRUCK MAINTENANCE	HEATER HOSE FOR R-21	102.40
	SOUTHERN STATES COOP INC	531-343-01		PROPANE FOR FORKLIFT	71.28
	ENCOVA INSURANCE	531-226-00	INSURANCE & BONDS	WCB1005474 1/3/22-2/1/22	209.16
	WV PUBLIC EMPLOYEES INSURANC		GROUP INSURANCE	WASTE FEB 2022 HEALTH INS	1,196.00
	WV FORBIC EMPROTEES INSOLANCE	531-105-00	GROUP INSURANCE	WASTE FEB 2022 RETIREE'S S	144.00
	NAPA-AMTOWER AUTO SUPPLY	531-343-00	TRUCK MAINTENANCE	WHEELS DRUMS BRAKES R-21	315.46
	NAPA-AMIOWER AUTO SUPPLI	531-343-00	TRUCK MAINTENANCE	WHEELS DRUMS BRAKES R-21	48.92
			TRUCK MAINTENANCE	WHEELS DRUMS BRAKES R-21	23.04
		531-343-00		WHEELS DRUMS BRAKES R-21	467.48
		531-343-00	TRUCK MAINTENANCE		10.17
		531-343-00	TRUCK MAINTENANCE	FUEL CAP OIL & AIR FILTER	
		531-343-00	TRUCK MAINTENANCE	FUEL CAP OIL & AIR FILTER	216.48
	HARBOR FREIGHT TOOLS	531-343-00	TRUCK MAINTENANCE	PCRD-HEATER FOR R2	34.97
	WV PUBLIC EMPLOYEES RETIREME		GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	393.14
		531-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	354.12
	SPRINT	531-213-00	UTILITIES	ALL DEPT JAN 2022 GEOTABS	96.85
	THERDAY PRINTING CODUTOR	531-104-00	FICA TAX	FICA WITHHELD AND MATCHED	242.55
	INTERNAL REVENUE SERVICE			made disministration and Managina	217 05
	INTERNAL REVENUE SERVICE	531-104-00	FICA TAX	FICA WITHHELD AND MATCHED	217.85
	INTERNAL REVENUE SERVICE		FICA TAX FICA TAX	MEDICARE WITHHELD & MATCHED	56.73
	INTERNAL REVENUE SERVICE	531-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	
		531-104-00 531-104-00	FICA TAX FICA TAX	MEDICARE WITHHELD & MATCHE MEDICARE WITHHELD & MATCHE	56.73 50.96
	PEOPLES NATURAL GAS	531-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	56.73

FUND: WASTE COLLECTION

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	NEWLONS INTERNATIONAL SALES		TRUCK MAINTENANCE	PUMP; THERMOSTAT R-21 PUMP THERMASTAT FOR R-21	635.05 158.62
	WORLD FUEL SERVICES, INC. **PAYROLL EXPENSES	531-343-00 531-343-01		WASTE FUEL BILL JAN 2022 2/01/2022 - 2/28/2022 TOTAL:	321.70 7,472.67 13,226.41
LANDFILL	HARRISON RURAL ELECTRIC	532-216-01	TREATMENT OF LEACHAT	TURKEY RUN LNDFILL ELEC FE	
TRANSFER STATION	MON POWER	533-213-00	UTILITIES	110088931610 MUD LICK RD	381.92
TRANSPER STATION	UNIFIRST CORP.	533-345-00 533-226-00	UNIFORMS INSURANCE & BONDS	ALL DEPT JAN 2022 UNIFORMS WCB1005474 1/3/22-2/1/22	205.58 418.31
	ENCOVA INSURANCE WV PUBLIC EMPLOYEES INSURANCE	533-105-00	GROUP INSURANCE	WASTE FEB 2022 HEALTH INS	868.00
	JERRY W RICE	533-105-00 533-460-00	GROUP INSURANCE TIPPING FEES	WASTE FEB 2022 RETIREE'S S 47 UNITS REFRIG EVAC	96.00 1,175.00
	BRECHBUHLER SCALES INC	533-343-00	EQUIPMENT MAINTENANC	SCALE INSPECTION	840.15
	WV PUBLIC EMPLOYEES RETIREME	533-106-00 533-106-00	GROUP RETIREMENT GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION WV RETIREMENT CONTRIBUTION	339.97 338.36
	CITIZENS BANK OF WV	533-459-00	NEW EQUIPMENT	WAS 2018 GARBAGE TRK FEB 2 WAS MAR 2022 CLOSE TOP TRL	2,239.50 1,120.97
		533-459-00 533-459-00	NEW EQUIPMENT	WAS RD TRACTOR MAR 2022 PY	2,304.61
	SPRINT	533-213-00 533-343-02		ALL DEPT JAN 2022 GEOTABS FUEL SPIN ON FOR R-19	96.85 328.20
	FLEET PRIDE INTERNAL REVENUE SERVICE	533-104-00	FICA TAX	FICA WITHHELD AND MATCHED	209.56
		533-104-00 533-104-00		FICA WITHHELD AND MATCHED MEDICARE WITHHELD & MATCHE	208.56 49.01
		533-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	48.78
	PEOPLES NATURAL GAS LIPPS WRECKER SERVICE	533-213-00 533-343-02	UTILITIES MAINTENANCE TRUCK/TR	200008184349 WASTE COLL PCRD-TOWED R19 FROM JANE L	509.76 435.00
	TIRE AND RUBBER INC	533-460-00	TIPPING FEES	JAN 2022 TIRE & CD DISPOSA	10,765.95
	PAYFLEX WM CORPORATE SERVICES, INC.	533-105-00 533-460-00	GROUP INSURANCE TIPPING FEES	WASTE FEB 2022 HSA FEES JAN 2022 TIPPING FEES	6.50 44,640.97
	NEWLONS INTERNATIONAL SALESI	533-343-02		REPLACED BRAKE LINE R-19 WASTE FUEL BILL JAN 2022	80.56 5,124.33
	WORLD FUEL SERVICES, INC. FRONTIER	533-343-01 533-213-00	UTILITIES	472-4443-101915-4 WASTE	61.58
	**PAYROLL EXPENSES			2/01/2022 - 2/28/2022 TOTAL:	6,783.19 79,677.17
WASTE OFFICE/BOARD	OFFICESUPPLY.COM	534-999-00		PCRD-FILE FOLDERS CALC RIB	
	GATES SUPPLY ENCOVA INSURANCE	534-999-00 534-226-00		CYAN INK CART FOR PLOTTER WCB1005474 1/3/22-2/1/22	18.40
	WV PUBLIC EMPLOYEES INSURANCE	534-105-00 534-105-00	GROUP INSURANCE GROUP INSURANCE	WASTE FEB 2022 HEALTH INS WASTE FEB 2022 RETIREE'S S	841.41 112.00
	PITNEY BOWES	534-999-00	GEM & ADM MISC BILLI	LEASE 12/16/21-3/15/22	96.00
	WV PUBLIC EMPLOYEES RETIREME	534-106-00 534-106-00		WV RETIREMENT CONTRIBUTION WV RETIREMENT CONTRIBUTION	
		534-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI WV RETIRE TIER2 CONTRIBUTI	
	BUCKHANNON POSTMASTER	534-106-00 534-218-00	GROUP RETIREMENT POSTAGE	PERMIT #14 POSTAGE	750.00
	PAYROLL ACCOUNT (ALL DEPTS)	534-218-00	POSTAGE GEM & ADM MISC BILLT	PERMIT #10 POSTAGE JANUARY 2022 AA FEES	750.00 188.12
	COLLECTION ACCOUNT	534-999-00	GEM & ADM MISC BILLI	JAN 2022 CREDIT CARD FEES	1,750.95
	TOSHIBA FINANCIAL SERVICES WASTE COLLECTION BOARD			CITY HALL COPIER LEASE FEB 2022 LETTER OF CREDIT	144.01 234.37
03-01-2022 02:50 PM	DISB	URSEMENT 2-01-22	? TO 2-28-22		
FUND: WASTE COLLECTI			**************************************	OCCUT PUT ON	TMOVING.
DEPARTMENT		GL ACCOUNT	ACCOUNT DESCRIPTION DE		AMOUNT 234 37
		534-999-00 534-459-00	NEW COMPUTER CAPITAL CO		234.37 444.93
		534-999-00 534-459-00	GEM & ADM MISC BILLI IT	SERVICE CONTRACT FEB 20 ARCH 2022 COMPUTER SERV P	212.50 385.83
	BADZIK PRINTING SERVICE, INC	534-999-00	GEM & ADM MISC BILLI TA	XX FORMS & ENVELOPES	151.45
	SURVEY MONKEY WALMART STORES INC -BUCKHANN	534-999-00 534-999-00	GEM & ADM MISC BILLI PC GEM & ADM MISC BILLI SU		96.00 34.44
		534-999-00	GEM & ADM MISC BILLI PO	CRD-FIELD CALCULATOR	3.56
		534-999-00 534-999-00	GEM & ADM MISC BILLI SU GEM & ADM MISC BILLI SU		43.31 7.25
	ROBERT P TENNEY	534-999-00 534-104-00		OF CHILD SUPP HELD BY MI	645.78 377.15
		534-104-00	FICA TAX FI	CA WITHHELD AND MATCHED	473.16
		534-104-00 534-104-00		DICARE WITHHELD & MATCHE	88.23 110.68
	AMAZON.COM	534-999-00	GEM & ADM MISC BILLI PC		10.98 25.24
	PAYFLEX	534-999-00 534-105-00	GROUP INSURANCE WA	STE FEB 2022 HSA FEES	6.50
		534-218-00 534-999-00		RD-POSTAGE NEW POSTAGE M	129.36 5.30
	KOMAX LLC	534-218-00	POSTAGE IN	K CART; PSTG LABELS; SEA	58.05
		534-999-00 534-999-00		BT COLLECTION JAN 2022 TY HALL INTERNET FEB 202	47.35 59.24
	**PAYROLL EXPENSES		2	/01/2022 - 2/28/2022 TOTAL:	13,722.77
				TOTAL.	_0,0.0.00

Recorder Sanders thanked Mrs. Jenkins for the January 2022 Financial Report noting that we could approve the report due to the lack of a quorum.

D. Department Reports

D.1 Recycling Center Report – Jerry Arnold reviewed the following Recycling Center Report for February 2022:

			Buckhannon ng Center	DATE:	Febr	uary-22	
		Invento	ry & Balance	Sheet			
ONP OCC MGOP STEEL ALUM. E-WASTE Pete #1 No. 2 Total	Uproc. 0.8 1.1 0.3 0.15 0.13 0 0.15 0.23 2.86	Proc. 16.15 23.5 2.7 3.77 1.23 0 4.78 1.43 53.56	3 3.92 1.36 0 4.93 1.66				
Inventory 2/1/22 Inventory 3/1/22 Diff. Loads Shipped Total Diff. Inventory Total Received Less Garbage Total	/ & Loads Shi∣	pped		52.2 56.42 4.22 73.87 78.09 78.09			
			Residential 940		е		
			Appliances 44040		Total		Total \$ \$3,084.60
			Yard Debris 5000				

D.2 Transfer Station Report – Jerry Arnold reviewed the following Transfer Station Report for February 2022.

City of Buckhannon Transfer Station Totals February 2022 **Total Transactions** 2466 Total Weight 1226.33 Total Cash Received \$27,008.00 **Total City Trucks** \$63.376.57 761.16 tons **Total Charge** \$18,051.91 Grand total \$108 436 48 Total C/D Material 216.53 Total Commercial/Residential 1009.8 Bulky Goods Steel Waste Total 3.45 2.3 5.75

D.3 Waste Collection Report – Mr. Arnold reviewed the following Waste Collection Report for February 2022.

Mr. Arnold also reviewed the new policies being implemented at Tire & Rubber Inc., concerning the prohibition of certain Construction/Demolition (C/D) materials. The Waste Department will be changing over to Meadowfill Landfill who will accept our C/D tonnage. We will also advise the larger contributors of C/D material that we will no longer be able to accept large drops at the Transfer Station.

E. Correspondence and Information – Recorder Sanders reviewed the following items with the Board:

E.1 Tire Amnesty Day-March 5, 2022-9am-3pm at Public Works Facility 395 Mudlick Road

E.2 DMR's 2nd, 3rd, 4th Quarter 2021

February 3, 2022

Director
Division of Water and Waste Management
Solid Waste Management Unit – Office of Waste Management
601 57th Street SE
Charleston, WV 25304-2345

Re: City of Buckhannon Landfill

Solid Waste Facility Closure

Permit No.: SWC 5062 / WV0109509

2nd Quarter 2021 DMR

To Whom It May Concern,

Please accept our apologies in that the City of Buckhannon did not provide the 2nd Quarter 2021 DMR in a timelier manner.

We hereby submit the 2nd Quarter of 2021 Discharge Monitoring Report (DMR) of Outlet 099 for the above-referenced permit in Upshur County, West Virginia.

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.

Sincerely

James S. Hollen, III, Ph

City Engineer

STATE OF WEST VIRGINIA NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM DISCHARGE MONITORING REPORT

FACILITY NAN LOCATION OF PERMIT NUME	FACILITY Tur	key Run Ro	ad, Upshur Co	ounty ET NO. 099				ABORATORY ABORATORY					_
WASTELOAD I				we 202		IND	IVIDUAL PEI	RFORMING A	NALYSIS				
Parameter		, ,	,	Quantity		_	Other Units					Measurement Frequency	Sample Type
		Minimum	Avg. Monthly	Max Daily	Units	N.E.	Minimum	Avg. Monthly	Max Daily	Units	N.E.	riequency	Type
-	Reported	*****	****	****			4.66636	6.666462	4.668954				
Flow 50050	Permit Limitation	****	****	****			N/A	Monitor Only	N/A	MGD		Continuous	Measures
			0.						-				
												-	
												- GF 1	
													3
													· ·
												1	
				¥									
Na	me of Principal Exec. (Officer	I cert	ify under penalty of l	aw that this d	document an	d all attachments we	re prepared under my	,		Date Co	ompleted	
enly	Arnold	=	perso	nnel property gather n or persons who ma	and evaluate nage the syst	the informa	tion submitted. Base e persons directly res	ed on my inquiry of the ponsible for gatherin	g	2-3	-2022		
Title of Officer accurate, and complete. I am aware that information, including the possibility of fin					at there are s	significant penalties f	for submitting false		Signature of	Principal Ex	ec. Officer or Auth. Age	nt	
Diversor	of Public	Works							4	1	1	_ 1	

Director
Division of Water and Waste Management
Solid Waste Management Unit – Office of Waste Management
601 57th Street SE
Charleston, WV 25304-2345

Re: City of Buckhannon Landfill

Solid Waste Facility Closure

Permit No.: SWC 5062 / WV0109509

3rd Quarter 2021 DMR

To Whom It May Concern,

Please accept our apologies in that the City of Buckhannon did not provide the 3rd Quarter 2021 DMR in a timelier manner.

We hereby submit the 3rd Quarter of 2021 Discharge Monitoring Report (DMR) of Outlet 099 for the above-referenced permit in Upshur County, West Virginia.

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.

James S. Hollen, III, PE
City Engineer

STATE OF WEST VIRGINIA

STATE OF WEST VIRGINIA NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM DISCHARGE MONITORING REPORT

OCATION OF	ME <u>City of Buck</u> FACILITY <u>Tu</u> BER SWC-5062	key Run Re	oad, Upshur Co	ounty ET NO. 099			MERCIAL LA MERCIAL LA						_
	FOR MONTH C					INDI	VIDUAL PER	FORMING A	NALYSIS				
Parameter		,.	, ,	Quantity				Other Units					Sample
		Minimum	Avg. Monthly	Max Daily	Units	N.E.	Minimum	Avg. Monthly	Max Daily	Units	N.E.	Frequency	Туре
PI	Reported	*****	****	****			6.006636	\$.601631	b.667636	MGD			
Flow 50050	Permit Limitation	****	****	****			N/A	Monitor Only	N/A	MOD		Continuous	Measures
	* it appear	vs as A	the mater	î5				·					
	not.		ing properly	et -									
	-trees -	tive							4				
												*	
				-		A							
, Na	ame of Principal Exec.	Officer	I certi	ify under penalty of l	aw that this do	ocument an	d all attachments were n designed to assure the	prepared under my		1000	Date Co		
Levy	Asmold		perso	nnel property gather n or persons who ma	and evaluate t	the information, or those	tion submitted. Based	on my inquiry of the onsible for gathering	g		2622		7
Divu	Title of Officer	lic Wa	accur	the information, the information submitted is, to the best of my knowledge and belief, true. accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.								nt	

Director
Division of Water and Waste Management
Solid Waste Management Unit – Office of Waste Management
601 57th Street SE
Charleston, WV 25304-2345

Re: City of Buckhannon Landfill Solid Waste Facility Closure

Permit No.: SWC 5062 / WV0109509

4th Quarter 2021 DMR

To Whom It May Concern,

Please accept our apologies in that the City of Buckhannon did not provide the 4th Quarter 2021 DMR in a timelier manner.

We hereby submit the 4th Quarter of 2021 Discharge Monitoring Report (DMR) of Outlet 099 for the above-referenced permit in Upshur County, West Virginia.

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.

Sincerely.

James S. Hollen, III, PE

City Engineer

STATE OF WEST VIRGINIA NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM DISCHARGE MONITORING REPORT

ACILITY NAM OCATION OF ERMIT NUME	FACILITY T	urkey Run Ro	ad, Upshur C	ounty LET NO. 099	-		MERCIAL LA MERCIAL LA						_
VASTELOAD I				20 7		IND	IVIDUAL PER	FORMING A	NALYSIS_				
Parameter				Quantity				- Otl	Measurement	Sample			
		Minimum	Avg. Monthly	Max Daily	Units	N.E.	Minimum	Avg. Monthly	Max Daily	Units	N.E.	Frequency	Туре
171	Reported	****	****	*****			6.664629	6.66 4796	6.667137	MGD			
Flow 50050	Permit Limitation	****	****	****			N/A	Monitor Only	N/A	MGD		Continuous	Measures
		95		N									
	6						_						
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		200										-	
	181		-										
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Na	me of Principal Exec	. Officer	I cer	tify under penalty of	law that this de	ocument an	d all attachments were	e prepared under my	T .		Date C	ompleted	
Lavu	Sandl		direc	tion or supervision in onnel property gather	accordance wand evaluate t	rith a syste he informa	m designed to assure t tion submitted. Based persons directly resp	hat qualified I on my inquiry of th	e	2-	3-2	622	
	Title of Officer	r	the is	nformation, the informate, and complete. I	nation submitte	ed is, to the	best of my knowledg	e and belief, true.		Signature of	Principal Ex	ec. Officer of Auth. Age	nt
Diver	tor of Pu	ublic Ha	infor	mation, including the	possibility of	fine and im	prisonment for knowing	ng violations.	The state of the s				

F. Consent Agenda

F.1 Approval of Minutes of 02/03/2022

Recorder Sanders noted that we could not approve the Consent Agenda due to the lack of a quorum.

G. Strategic Issues for discussion and/or vote

G.1 None

Randall – Absent.	
Lewis-Sines - Nothing further.	
Recorder Sanders – Nothing further.	
Jenkins – Nothing further.	
Arnold - Nothing further.	
Hollen - Nothing further.	
Mayor Skinner – Absent.	
I. Adjournment	
The Chair concluded the meeting at 7:50 a.m.	
Mayor Robert Skinner III	
City Recorder Randall H. Sanders	

H. Board Members Comments and Announcements