

**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 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, 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***

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- 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

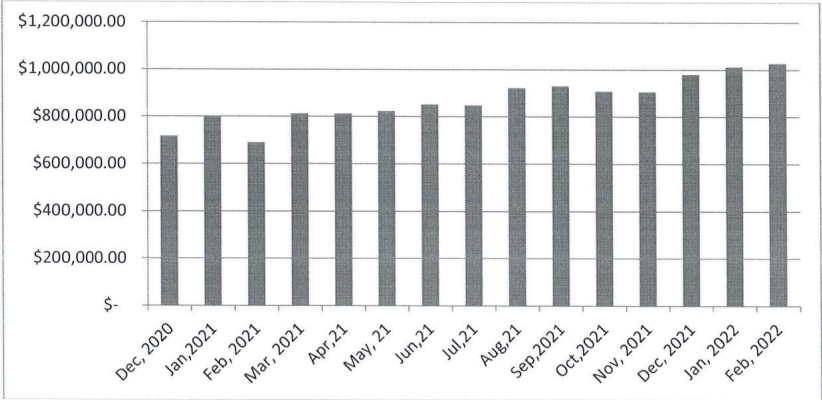
Balance February 28, 2022

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

% 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	1,500	0.00	1,289.28	0.00	210.72	85.95
404-303-003-00 RECYCLE-OCC-CARDBOARD	15,000	0.00	19,003.94	0.00 (	4,003.94)	126.69
404-303-004-00 RECYCLE-MGOP/SOW-OFFICE P	0	0.00	3,882.60	0.00 (	3,882.60)	0.00
404-303-005-00 RECYCLE-HDPE-MILK JUGS	27,477	0.00	31,189.60	0.00 (	3,712.60)	113.51
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	4,411.00	0.00 (	2,411.00)	220.55
404-317-000-00 DUMPSTER RENTAL	85,000	8,173.31	64,465.58	0.00	20,534.42	75.84
TOTAL TAXES	132,977	8,173.31	126,626.09	0.00	6,350.91	95.22
OTHER FEES						
404-341-000-00 FUEL SURCHARGE	69,000	7,601.23	64,447.23	0.00	4,552.77	93.40
TOTAL OTHER FEES	69,000	7,601.23	64,447.23	0.00	4,552.77	93.40
UTILITY BILLINGS						
404-350-000-00 WASTE COLLECTION BILLINGS	2,534,000	212,376.00	1,874,764.14	0.00	659,235.86	73.98
TOTAL UTILITY BILLINGS	2,534,000	212,376.00	1,874,764.14	0.00	659,235.86	73.98
HEALTH AND SAFETY						
404-355-000-00 TRANSFER ST/LANDFILL RECE	307,263	23,719.00	280,393.08	0.00	26,869.92	91.26
TOTAL HEALTH AND SAFETY	307,263	23,719.00	280,393.08	0.00	26,869.92	91.26
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	900.00	1,800.00	0.00 (	1,800.00)	0.00
TOTAL GRANTS	0	900.00	1,800.00	0.00 (	1,800.00)	0.00
INTRAFUND CONTR/CHARGES						
404-370-000-01 LATE CHARGES	0	0.00	0.00	0.00	0.00	0.00
404-370-000-02 CUSTOMER BILL FEES (BANK-S	200	0.00	150.00	0.00	50.00	75.00
TOTAL INTRAFUND CONTR/CHARGES	200	0.00	150.00	0.00	50.00	75.00
OTHER REVENUE						
404-380-000-00 INTEREST	200	0.00	142.96	0.00	57.04	71.48
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	3,658.90	22,624.21	0.00	7,375.79	75.41
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	3,658.90	22,767.17	0.00	8,032.83	73.92
TOTAL REVENUE	3,074,240	256,428.44	2,370,947.71	0.00	703,292.29	77.12

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

404-WASTE COLLECTION

% OF YEAR COMPLETED: 66.67

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	48,547.44	388,880.46	0.00	240,119.54	61.83
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	3,698.59	29,630.48	0.00	18,569.52	61.47
404-530-105-00 WASTE EMPLOYEE INSURANCE	153,000	9,073.75	99,957.50	0.00	53,042.50	65.33
404-530-106-00 WASTE EMPLOYEE RETIREMENT	61,000	4,289.79	36,152.76	0.00	24,847.24	59.27
TOTAL SALARIES & BENEFITS	891,200	65,609.57	554,621.20	0.00	336,578.80	62.23
CONTRACTUAL SERVICES						
404-530-213-00 WASTE COLL. UTILITIES	17,000	899.66	7,519.90	0.00	9,480.10	44.23
404-530-226-00 COMP, UNEMPL & INSURANCE	58,000	3,555.66	38,259.25	0.00	19,740.75	65.96
TOTAL CONTRACTUAL SERVICES	75,000	4,455.32	45,779.15	0.00	29,220.85	61.04
COMMODITIES						
404-530-341-00 SHOP MAINTENANCE	40,000	2,245.80	16,985.97	3,336.50	19,677.53	50.81
404-530-341-05 SAFETY EQUIPMENT	0	0.00	0.00	0.00	0.00	0.00
404-530-343-00 TRUCK MAINTENANCE	70,000	2,339.13	61,320.60	7,216.97	1,462.43	97.91
404-530-343-01 GAS & OIL EXPENSE 1,2,3,4	80,000	6,406.41	62,989.33	0.00	17,010.67	78.74
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	1,052.16	7,457.88	0.00	5,542.12	57.37
TOTAL COMMODITIES	205,000	12,043.50	148,753.78	10,553.47	45,692.75	77.71
CAPITAL OUTLAY						
404-530-459-00 WASTE COLL. NEW EQUIPMENT	109,000	3,612.33	102,766.34	0.00	6,233.66	94.28
404-530-459-01 TOTER SYSTEM	69,000	5,854.68	46,487.11	0.00	22,512.89	67.37
TOTAL CAPITAL OUTLAY	178,000	9,467.01	149,253.45	0.00	28,746.55	83.85
CONTRIBUTIONS						
404-530-561-00 DUMPSTERS (NEW)	30,000	0.00	29,651.00	0.00	349.00	98.84
TOTAL CONTRIBUTIONS	30,000	0.00	29,651.00	0.00	349.00	98.84
NON-OPERATING EXPENSES						
404-530-999-00 COLLECTION MISCELLANEOUS	16,000	1,184.23	15,690.83	134.99	174.18	98.91
TOTAL NON-OPERATING EXPENSES	16,000	1,184.23	15,690.83	134.99	174.18	98.91
TOTAL WASTE DEPARTMENT	1,395,200	92,759.63	943,749.41	10,688.46	440,762.13	68.41

RECYCLING DEPARTMENT  
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SALARIES & BENEFITS						
404-531-103-00 RECYCLING SALARIES	100,000	7,472.67	62,746.53	0.00	37,253.47	62.75
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	568.09	4,778.20	0.00	2,871.80	62.46

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

404-WASTE COLLECTION

% OF YEAR COMPLETED: 66.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
404-531-105-00 GROUP INSURANCE						
404-531-105-00 GROUP INSURANCE	24,900	1,349.75	15,869.94	0.00	9,030.06	63.73
404-531-106-00 GROUP RETIREMENT						
404-531-106-00 GROUP RETIREMENT	10,000	747.26	6,274.67	0.00	3,725.33	62.75
TOTAL SALARIES & BENEFITS	142,550	10,137.77	89,669.34	0.00	52,880.66	62.90
CONTRACTUAL SERVICES						
404-531-213-00 UTILITIES	4,900	457.75	3,462.64	0.00	1,437.36	70.67
404-531-226-00 INSURANCE & BONDS	4,500	209.16	2,440.98	0.00	2,059.02	54.24
TOTAL CONTRACTUAL SERVICES	9,400	666.91	5,903.62	0.00	3,496.38	62.80
COMMODITIES						
404-531-343-00 TRUCK MAINTENANCE	10,000	2,012.59	8,759.17	816.12	424.71	95.75
404-531-343-01 FUEL - RECYCLING CENTER	8,000	392.98	6,591.80	0.00	1,408.20	82.40
404-531-343-02 EQUIPMENT MAINTENANCE	9,000	0.00	4,063.02	445.00	4,491.98	50.09
404-531-399-00 MISCELLANEOUS	5,000	16.16	2,015.85	0.00	2,984.15	40.32
TOTAL COMMODITIES	32,000	2,421.73	21,429.84	1,261.12	9,309.04	70.91
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	183,950	13,226.41	117,002.80	1,261.12	65,686.08	64.29
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	307.33	7,769.34	0.00	17,330.66	30.95
TOTAL CONTRACTUAL SERVICES	25,100	307.33	7,769.34	0.00	17,330.66	30.95
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	307.33	7,769.34	0.00	17,330.66	30.95
TRANSFER STATION =====						
SALARIES & BENEFITS						
404-533-103-00 SALARIES TRANSFER STATION	105,000	6,783.19	58,323.82	0.00	46,676.18	55.55
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	515.91	4,450.43	0.00	3,582.57	55.40
404-533-105-00 GROUP INSURANCE	17,200	970.50	11,200.04	0.00	5,999.96	65.12



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

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						
404-533-213-00 UTILITIES	10,500	1,050.11	4,790.68	0.00	5,709.32	45.63
404-533-216-00 DRAINAGE EXPENSE TRANSFER	9,500	0.00	7,706.64	0.00	1,793.36	81.12
404-533-226-00 INSURANCE & BONDS	20,000	418.31	11,028.12	0.00	8,971.88	55.14
TOTAL CONTRACTUAL SERVICES	40,000	1,468.42	23,525.44	0.00	16,474.56	58.81
COMMODITIES						
404-533-343-00 EQUIPMENT MAINTENANCE	17,000	840.15	12,880.99	357.24	3,761.77	77.87
404-533-343-01 FUEL/OIL TRANSFER STA. 7,	47,000	5,124.33	43,812.71	0.00	3,187.29	93.22
404-533-343-02 MAINTENANCE TRUCK/TRAILER	40,000	843.76	10,966.85	0.00	29,033.15	27.42
404-533-345-00 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						
404-533-459-00 NEW EQUIPMENT	124,000	5,665.08	76,750.52	0.00	47,249.48	61.90
404-533-460-00 TIPPING FEES	858,000	56,581.92	615,039.58	0.00	242,960.42	71.68
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	62,247.00	691,790.10	0.00	290,209.90	70.45
NON-OPERATING EXPENSES						
404-533-999-00 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

WASTE OFFICE/BOARD  
=====

SALARIES & BENEFITS						
404-534-101-00 WASTE BOARD OFFICERS SALA	12,000	1,000.00	8,000.00	0.00	4,000.00	66.67
404-534-103-00 CLERK, ATTORNEY, ENGINEER	178,000	12,722.77	107,636.56	0.00	70,363.44	60.47
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	1,049.22	8,612.03	0.00	5,004.97	63.24
404-534-105-00 GROUP INSURANCE	17,200	959.91	10,911.96	0.00	6,288.04	63.44
404-534-106-00 GROUP RETIREMENT	18,040	1,247.96	10,268.81	0.00	7,771.19	56.92
404-534-107-00 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						
404-534-218-00 POSTAGE	9,200	1,687.41	7,637.79	0.00	1,562.21	83.02
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	7,800	0.00	6,374.84	1,000.00	425.16	94.55

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

404-WASTE COLLECTION

% OF YEAR COMPLETED: 66.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
404-534-226-00 INSURANCE & BONDS	15,000	18.40	7,590.61	0.00	7,409.39	50.60
TOTAL CONTRACTUAL SERVICES	42,000	1,705.81	31,603.24	1,000.00	9,396.76	77.63
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	830.76	6,333.40	0.00	1,166.60	84.45
TOTAL CAPITAL OUTLAY	7,500	830.76	6,333.40	0.00	1,166.60	84.45
NON-OPERATING EXPENSES						
404-534-999-00 GEM & ADM MISC BILLING EX	51,000	4,029.63	40,242.19	0.00	10,757.81	78.91
TOTAL NON-OPERATING EXPENSES	51,000	4,029.63	40,242.19	0.00	10,757.81	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	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	3,226,240	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-

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

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

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
WASTE DEPARTMENT	MPL CORPORATION	530-999-00	COLLECTION MISCELLAN	TOWER NTKW ACCESS FEB 2022	100.00
	MON POWER	530-213-00	WASTE COLL. UTILITIE	11008931545 WASTE GARAGE	379.03
	UNIFIRST CORP.	530-345-00	WASTE COLL. UNIFORMS	ALL DEPT JAN 2022 UNIFORMS	1,052.16
	COLE TRUCK PARTS INC	530-343-00	TRUCK MAINTENANCE	WHEEL BEARING FOR R-7	296.12
		530-343-00	TRUCK MAINTENANCE	WHEEL BEARING FOR R-7	990.03
		530-343-00	TRUCK MAINTENANCE	WHEEL BEARING FOR R-7	717.00
		530-341-00	SHOP MAINTENANCE	BOLTS & FITTINGS FOR SHOP	531.48
	LAWSON PRODUCTS INC	530-226-00	COMP, UNEMPL & INSUR	WCB1005474 1/3/22-2/1/22	3,555.66
	ENCOVA INSURANCE	530-105-00	WASTE EMPLOYEE INSUR	WASTE FEB 2022 HEALTH INS	8,401.00
	WV PUBLIC EMPLOYEES INSURANC	530-105-00	WASTE EMPLOYEE INSUR	WASTE FEB 2022 RETIREEE'S S	624.00
	NAPA-AMTOWER AUTO SUPPLY	530-341-00	SHOP MAINTENANCE	BATTERY CHARGER	145.41
		530-343-00	TRUCK MAINTENANCE	UJOINT FOR R-7	47.98
		530-999-00	COLLECTION MISCELLAN	PEST CONTROL SERVICE	70.00
	DODSON BROS EXTERMINATING CO	530-459-01	TOTER SYSTEM	WAS FEB 2022 TOTER PYMT	5,854.68
	FIRST COMMUNITY BANK	530-106-00	WASTE EMPLOYEE RETIR	WV RETIREMENT CONTRIBUTION	1,490.87
	WV PUBLIC EMPLOYEES RETIREME	530-106-00	WASTE EMPLOYEE RETIR	WV RETIREMENT CONTRIBUTION	1,536.17
		530-106-00	WASTE EMPLOYEE RETIR	WV RETIRE TIER2 CONTRIBUTI	687.16
		530-106-00	WASTE EMPLOYEE RETIR	WV RETIRE TIER2 CONTRIBUTI	575.59
		530-106-00	TRUCK MAINTENANCE	MOUNT AND BALANCED TIRES	288.00
	BUCKHANNON DISCOUNT TIRE INC	530-343-00	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
		530-459-00	WASTE COLL. NEW EQUI	WAS FEB 2022 2017 FRIEGLHN	2,311.67
		530-459-00	WASTE COLL. NEW EQUI		
	CITIZENS BANK OF WV	530-459-00	WASTE COLL. NEW EQUI		

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

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
		530-213-00	WASTE COLL. UTILITIE	ALL DEPT CELL PHONES FEB 2	143.23
	SPRINT	530-213-00	WASTE COLL. UTILITIE	ALL DEPT JAN 2022 GEOTABS	96.85
	WV DIV OF MOTOR VEHICLES	530-999-00	COLLECTION MISCELLAN	DRIVER CHECKS	165.00
	ST JOSEPH HOSPITAL OF BUCKHA	530-999-00	COLLECTION MISCELLAN	LAB RESULTS MICHAEL J WILL	50.00
		530-999-00	COLLECTION MISCELLAN	LAB RESULTS AMOS TENNEY	50.00
	INTERNAL REVENUE SERVICE	530-104-00	WASTE COLL. F.I.C.A.	FICA WITHHELD AND MATCHED	1,458.65
		530-104-00	WASTE COLL. F.I.C.A.	FICA WITHHELD AND MATCHED	1,538.89
		530-104-00	WASTE COLL. F.I.C.A.	MEDICARE WITHHELD & MATCHE	341.17
		530-104-00	WASTE COLL. F.I.C.A.	MEDICARE WITHHELD & MATCHE	359.92
	AMAZON.COM	530-341-00	SHOP MAINTENANCE	PCRD-CREEPER STOOL SNOW BR	142.93
		530-999-00	COLLECTION MISCELLAN	PCRD-VACATION PLANNER	29.53
		530-999-00	COLLECTION MISCELLAN	PCRD-WALL CALENDAR	44.94
		530-341-00	SHOP MAINTENANCE	PCRD-HIGH SPEED DRILL BITS	165.99
		530-999-00	COLLECTION MISCELLAN	PCRD-ERASEABLE CALENDAR	19.80
		530-999-00	COLLECTION MISCELLAN	PCRD-SD CARDS & SCOUTING C	164.96
		530-341-00	SHOP MAINTENANCE	PCARD-LED BAY LIGHTS FOR W	509.99
	DIVISION OF MOTOR VEHICLES	530-999-00	COLLECTION MISCELLAN	PCRD-PAID CDL TEST CARDS	97.50
	PAYFLEX	530-105-00	WASTE EMPLOYEE INSUR	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	WASTE COLL. UTILITIE	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	COLLECTION MISCELLAN	WASTE BACKGROUND CK R. SWI	32.50
	**PAYROLL EXPENSES			2/01/2022 - 2/28/2022	48,547.44
				TOTAL:	92,778.63
RECYCLING DEPARTMENT	MON POWER	531-213-00	UTILITIES	110088931701 RECYCLING CEN	279.75
	COLE TRUCK PARTS INC	531-343-00	TRUCK MAINTENANCE	HEATER HOSE FOR R-21	102.40
	SOUTHERN STATES COOP INC	531-343-01	FUEL - RECYCLING CEN	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	531-105-00	GROUP INSURANCE	WASTE FEB 2022 HEALTH INS	1,196.00
		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
		531-343-00	TRUCK MAINTENANCE	WHEELS DRUMS BRAKES R-21	48.92
		531-343-00	TRUCK MAINTENANCE	WHEELS DRUMS BRAKES R-21	23.04
		531-343-00	TRUCK MAINTENANCE	WHEELS DRUMS BRAKES R-21	467.48
		531-343-00	TRUCK MAINTENANCE	FUEL CAP OIL & AIR FILTER	10.17
		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	531-106-00	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
	INTERNAL REVENUE SERVICE	531-104-00	FICA TAX	FICA WITHHELD AND MATCHED	242.55
		531-104-00	FICA TAX	FICA WITHHELD AND MATCHED	217.85
		531-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	56.73
		531-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	50.96
	PEOPLES NATURAL GAS	531-213-00	UTILITIES	200008184083 RECYCLE CENTE	81.15
	AMAZON.COM	531-399-00	MISCELLANEOUS	PCRD-PRESSURE SWITCH FURNA	16.16
	PAYFLEX	531-105-00	GROUP INSURANCE	WASTE FEB 2022 HSA FEES	9.75





City of Buckhannon Recycling Center			
		DATE:	February-22
Inventory & Balance Sheet			
	Uproc.	Proc.	Total
ONP	0.8	16.15	16.95
OCC	1.1	23.5	24.6
MGOP	0.3	2.7	3
STEEL	0.15	3.77	3.92
ALUM.	0.13	1.23	1.36
E-WASTE	0	0	0
Pete #1	0.15	4.78	4.93
No. 2	0.23	1.43	1.66
Total	2.86	53.56	56.42

Inventory 2/1/22	52.2
Inventory 3/1/22	56.42
Diff.	4.22
Loads Shipped	73.87
Total Diff. Inventory & Loads Shipped	78.09
Total Received	78.09
Less Garbage	0
Total	78.09

Residential Curbside 940			
Appliances	Iron	Total	Total \$
44040	7360	51400	\$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	
	2.3	3.45	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 57<sup>th</sup> Street SE  
Charleston, WV 25304-2345

Re: City of Buckhannon Landfill  
Solid Waste Facility Closure  
Permit No.: SWC 5062 / WV0109509  
2nd Quarter 2021 DMR

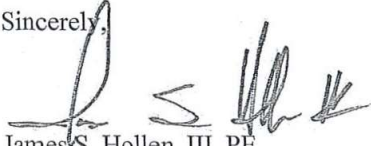
To Whom It May Concern,

Please accept our apologies in that the City of Buckhannon did not provide the 2<sup>nd</sup> 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](mailto:jay.hollen@buckhannonwv.org).

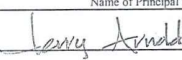
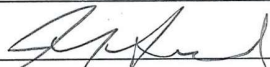
Sincerely,

  
James S. Hollen, III, PE  
City Engineer

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

FACILITY NAME City of Buckhannon Landfill COMMERCIAL LABORATORY NAME \_\_\_\_\_  
LOCATION OF FACILITY Turkey Run Road, Upshur County COMMERCIAL LABORATORY ADDRESS \_\_\_\_\_  
PERMIT NUMBER SWC-5062/WV0109509 OUTLET NO. 099  
WASTELOAD FOR MONTH OF April, May + June 2021 INDIVIDUAL PERFORMING ANALYSIS \_\_\_\_\_

Parameter		Quantity					Other Units					Measurement Frequency	Sample Type
		Minimum	Avg. Monthly	Max Daily	Units	N.E.	Minimum	Avg. Monthly	Max Daily	Units	N.E.		
Flow 50050	Reported	*****	*****	*****			4.666436	6.666442	4.666454	MGD			
	Permit Limitation	*****	*****	*****			N/A	Monitor Only	N/A		Continuous	Measures	

Name of Principal Exec. Officer	I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering 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.	Date Completed
		2-3-2022
Title of Officer		Signature of Principal Exec. Officer or Auth. Agent
Director of Public Works		



February 3, 2022

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


Re: City of Buckhannon Landfill  
Solid Waste Facility Closure  
Permit No.: SWC 5062 / WV0109509  
3<sup>rd</sup> Quarter 2021 DMR

To Whom It May Concern,

Please accept our apologies in that the City of Buckhannon did not provide the 3<sup>rd</sup> 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.

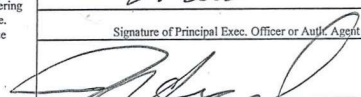
If you have any questions or comments regarding the information contained in this letter, please contact me at your convenience at (304) 472-1651, extension 1006 or via email at [jay.hollen@buckhannonwv.org](mailto:jay.hollen@buckhannonwv.org).

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

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

ACILITY NAME City of Buckhannon Landfill COMMERCIAL LABORATORY NAME \_\_\_\_\_  
LOCATION OF FACILITY Turkey Run Road, Upshur County COMMERCIAL LABORATORY ADDRESS \_\_\_\_\_  
ERMIT NUMBER SWC-5062/WV0109509 OUTLET NO. 099  
ASTELOAD FOR MONTH OF July, Aug + Sept 20 21 INDIVIDUAL PERFORMING ANALYSIS \_\_\_\_\_

Parameter		Quantity					Other Units					Measurement Frequency	Sample Type
		Minimum	Avg. Monthly	Max Daily	Units	N.E.	Minimum	Avg. Monthly	Max Daily	Units	N.E.		
Flow 50050	Reported	*****	*****	*****			0.000036	0.000036	0.000036	MGD			
	Permit Limitation	*****	*****	*****			N/A	Monitor Only	N/A			Continuous	Measures
	* it appears as if the meter is not functioning properly at this time												

Name of Principal Exec. Officer <u>Jerry Arnold</u>	I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering 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.	Date Completed <u>2-3-2022</u>
Title of Officer <u>Director of Public Works</u>		Signature of Principal Exec. Officer or Audit Agent 



**H. Board Members Comments and Announcements**

**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** \_\_\_\_\_