

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, August 4, 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
Scott Randall	Board Member	Present
CJ Rylands	Board Member	Present
Jerry Arnold	Director of Public Works	Present
Amberle Jenkins	Assistant Recorder/Director of Finance	Present
Tom O'Neill	City Attorney	Absent
Jay Hollen	City Engineer	Present

***City of Buckhannon Waste Collection Board
7:30AM at City Hall in Council Chambers Meeting Agenda for Thursday, August 4, 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 Welcome Board Member CJ Rylands- City Council
- C. Financial Report-Amby Jenkins**
 - C.1 July 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 Make It Shine Event- August 13th & 20th
 - E.2 Notice Waste Collection Department Accepting Applications for Full-time Laborer/Truck Driver
 - E.3 Notice Waste Collection Department Accepting Applications for Full-time Mechanic
- F. Consent Agenda**
 - F.1 Approval of Minutes: 07/07/2022
- G. Strategic Issues for Discussion and/or Vote**
 - G.1 Approval Public Service Commission of WV –Fuel Surcharge Increase: July 1- December 31, 2022
 - G.2 Discussion/Recommendation to the Revenue Review Committee Waste Department Wages
- H. Board Members Comments and Announcements**
- I. Adjournment**

Posted 07/29/2022

A. Call to Order: Randy Sanders called the meeting to order at 7:32 am followed by a moment of silence and the pledge of allegiance.

B. Recognized Guests: Welcome new board member, CJ Rylands.

C. Financial Report – Amby Jenkins:

C.1. July 2022 – Director of Finance Amberle Jenkins presented the following report.

WASTE BOARD
CITY OF BUCKHANNON
BALANCE SHEET

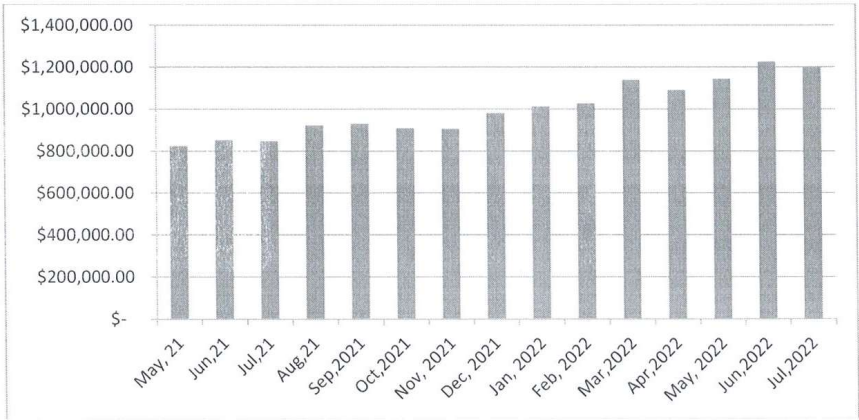
Balance July 31, 2022

Money Market & Checking \$ 1,203,806.36

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

CDAR (CD Balances) \$ 27,819.10

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



Money Market & Checking Trend

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

404-WASTE COLLECTION

% OF YEAR COMPLETED: 08.33

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	0.00	0.00	1,500.00	0.00
404-303-003-00 RECYCLE-OCC-CARDBOARD	2,000	0.00	0.00	0.00	2,000.00	0.00
404-303-004-00 RECYCLE-MGOP/SOW-OFFICE P	0	0.00	0.00	0.00	0.00	0.00
404-303-005-00 RECYCLE-HDPE-MILK JUGS	27,400	0.00	0.00	0.00	27,400.00	0.00
404-303-006-00 RECYCLE-ONP-NEWSPAPER	2,000	0.00	0.00	0.00	2,000.00	0.00
404-316-000-00 DUMPSTERS	2,000	0.00	0.00	0.00	2,000.00	0.00
404-317-000-00 DUMPSTER RENTAL	85,000	8,864.31	8,864.31	0.00	76,135.69	10.43
TOTAL TAXES	119,900	8,864.31	8,864.31	0.00	111,035.69	7.39
OTHER FEES						
404-341-000-00 FUEL SURCHARGE	69,000	20,288.08	20,288.08	0.00	48,711.92	29.40
TOTAL OTHER FEES	69,000	20,288.08	20,288.08	0.00	48,711.92	29.40
UTILITY BILLINGS						
404-350-000-00 WASTE COLLECTION BILLINGS	2,534,000	234,724.99	234,724.99	0.00	2,299,275.01	9.26
TOTAL UTILITY BILLINGS	2,534,000	234,724.99	234,724.99	0.00	2,299,275.01	9.26
HEALTH AND SAFETY						
404-355-000-00 TRANSFER ST/LANDFILL RECE	310,000	34,187.00	34,187.00	0.00	275,813.00	11.03
TOTAL HEALTH AND SAFETY	310,000	34,187.00	34,187.00	0.00	275,813.00	11.03
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	900.00	0.00	(900.00)	0.00
TOTAL GRANTS	0	900.00	900.00	0.00	(900.00)	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	319.46	319.46	0.00	(119.46)	159.73
TOTAL INTRAFUND CONTR/CHARGES	200	319.46	319.46	0.00	(119.46)	159.73
OTHER REVENUE						
404-380-000-00 INTEREST	200	0.00	0.00	0.00	200.00	0.00
404-381-000-00 MAINT BILLING OTHER DEPTS	600	0.00	0.00	0.00	600.00	0.00
404-399-000-00 WASTE COLL. MISCELLANEOUS	30,000	1,431.02	1,431.02	0.00	28,568.98	4.77
404-399-000-02 GAIN ON DISPOSAL OF ASSET	0	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER REVENUE	30,800	1,431.02	1,431.02	0.00	29,368.98	4.65
TOTAL REVENUE	3,063,900	300,714.86	300,714.86	0.00	2,763,185.14	9.81

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

404-WASTE COLLECTION

% OF YEAR COMPLETED: 08.33

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	50,968.87	50,968.87	0.00	578,031.13	8.10
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	3,879.64	3,879.64	0.00	44,320.36	8.05
404-530-105-00 WASTE EMPLOYEE INSURANCE	167,382	38,486.32	38,486.32	0.00	128,895.68	22.99
404-530-106-00 WASTE EMPLOYEE RETIREMENT	56,610	4,241.48	4,241.48	0.00	52,368.52	7.49
TOTAL SALARIES & BENEFITS	901,192	97,576.31	97,576.31	0.00	803,615.69	10.83
CONTRACTUAL SERVICES						
404-530-213-00 WASTE COLL. UTILITIES	18,100	800.96	800.96	0.00	17,299.04	4.43
404-530-226-00 COMP, UNEMPL & INSURANCE	58,000	8,402.68	8,402.68	0.00	49,597.32	14.49
TOTAL CONTRACTUAL SERVICES	76,100	9,203.64	9,203.64	0.00	66,896.36	12.09
COMMODITIES						
404-530-341-00 SHOP MAINTENANCE	42,480	1,293.35	1,293.35	667.82	40,518.83	4.62
404-530-341-05 SAFETY EQUIPMENT	10,000	0.00	0.00	0.00	10,000.00	0.00
404-530-343-00 TRUCK MAINTENANCE	80,000	6,257.78	6,257.78	1,900.00	71,842.22	10.20
404-530-343-01 GAS & OIL EXPENSE 1,2,3,4	90,000	13,479.25	13,479.25	0.00	76,520.75	14.98
404-530-344-00 MAINTENANCE OTHER DEPTS.	2,200	0.00	0.00	0.00	2,200.00	0.00
404-530-345-00 WASTE COLL. UNIFORMS	13,900	436.98	436.98	0.00	13,463.02	3.14
TOTAL COMMODITIES	238,580	21,467.36	21,467.36	2,567.82	214,544.82	10.07
CAPITAL OUTLAY						
404-530-459-00 WASTE COLL. NEW EQUIPMENT	143,632	5,856.32	5,856.32	0.00	137,775.68	4.08
404-530-459-01 TOTER SYSTEM	23,500	5,315.25	5,315.25	0.00	18,184.75	22.62
TOTAL CAPITAL OUTLAY	167,132	11,171.57	11,171.57	0.00	155,960.43	6.68
CONTRIBUTIONS						
404-530-561-00 DUMPSTERS (NEW)	30,000	0.00	0.00	0.00	30,000.00	0.00
TOTAL CONTRIBUTIONS	30,000	0.00	0.00	0.00	30,000.00	0.00
NON-OPERATING EXPENSES						
404-530-999-00 COLLECTION MISCELLANEOUS	16,000	883.50	883.50	492.66	14,623.84	8.60
TOTAL NON-OPERATING EXPENSES	16,000	883.50	883.50	492.66	14,623.84	8.60
TOTAL WASTE DEPARTMENT	1,429,004	140,302.38	140,302.38	3,060.48	1,285,641.14	10.03

RECYCLING DEPARTMENT
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SALARIES & BENEFITS						
404-531-103-00 RECYCLING SALARIES	100,000	7,816.56	7,816.56	0.00	92,183.44	7.82
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	595.00	595.00	0.00	7,055.00	7.78

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

404-WASTE COLLECTION

% OF YEAR COMPLETED: 08.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
404-531-105-00 GROUP INSURANCE						
	24,000	5,721.27	5,721.27	0.00	18,278.73	23.84
404-531-106-00 GROUP RETIREMENT						
	9,000	703.49	703.49	0.00	8,296.51	7.82
TOTAL SALARIES & BENEFITS	140,650	14,836.32	14,836.32	0.00	125,813.68	10.55
CONTRACTUAL SERVICES						
404-531-213-00 UTILITIES	5,300	507.00	507.00	0.00	4,793.00	9.57
404-531-226-00 INSURANCE & BONDS	4,500	1,205.42	1,205.42	0.00	3,294.58	26.79
TOTAL CONTRACTUAL SERVICES	9,800	1,712.42	1,712.42	0.00	8,087.58	17.47
COMMODITIES						
404-531-343-00 TRUCK MAINTENANCE	13,000	4,589.89	4,589.89	0.00	8,410.11	35.31
404-531-343-01 FUEL - RECYCLING CENTER	11,000	1,108.92	1,108.92	0.00	9,891.08	10.08
404-531-343-02 EQUIPMENT MAINTENANCE	9,600	0.00	0.00	0.00	9,600.00	0.00
404-531-399-00 MISCELLANEOUS	5,400	0.00	0.00	0.00	5,400.00	0.00
TOTAL COMMODITIES	39,000	5,698.81	5,698.81	0.00	33,301.19	14.61
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	189,450	22,247.55	22,247.55	0.00	167,202.45	11.74
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	35,000	351.84	351.84	0.00	34,648.16	1.01
TOTAL CONTRACTUAL SERVICES	35,000	351.84	351.84	0.00	34,648.16	1.01
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	35,000	351.84	351.84	0.00	34,648.16	1.01
TRANSFER STATION =====						
SALARIES & BENEFITS						
404-533-103-00 SALARIES TRANSFER STATION	105,000	13,159.00	13,159.00	0.00	91,841.00	12.53
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	1,003.66	1,003.66	0.00	7,029.34	12.49
404-533-105-00 GROUP INSURANCE	16,000	3,246.26	3,246.26	0.00	12,753.74	20.29

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

404-WASTE COLLECTION

% OF YEAR COMPLETED: 08.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
404-533-106-00 GROUP RETIREMENT	9,450	490.51	490.51	0.00	8,959.49	5.19
TOTAL SALARIES & BENEFITS	138,483	17,899.43	17,899.43	0.00	120,583.57	12.93
CONTRACTUAL SERVICES						
404-533-213-00 UTILITIES	11,200	397.74	397.74	0.00	10,802.26	3.55
404-533-216-00 DRAINAGE EXPENSE TRANSFER	3,192	1,794.34	1,794.34	0.00	1,397.66	56.21
404-533-226-00 INSURANCE & BONDS	20,000	3,132.80	3,132.80	0.00	16,867.20	15.66
TOTAL CONTRACTUAL SERVICES	34,392	5,324.88	5,324.88	0.00	29,067.12	15.48
COMMODITIES						
404-533-343-00 EQUIPMENT MAINTENANCE	20,000	947.52	947.52	1,930.08	17,122.40	14.39
404-533-343-01 FUEL/OIL TRANSFER STA. 7,	60,000	11,735.33	11,735.33	0.00	48,264.67	19.56
404-533-343-02 MAINTENANCE TRUCK/TRAILER	40,000	1,069.09	1,069.09	332.48	38,598.43	3.50
404-533-345-00 UNIFORMS	4,000	0.00	0.00	0.00	4,000.00	0.00
TOTAL COMMODITIES	124,000	13,751.94	13,751.94	2,262.56	107,985.50	12.91
CAPITAL OUTLAY						
404-533-459-00 NEW EQUIPMENT	85,192	9,090.66	9,090.66	0.00	76,101.34	10.67
404-533-460-00 TIPPING FEES	950,000	65,263.66	65,263.66	0.00	884,736.34	6.87
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	10,000	0.00	0.00	0.00	10,000.00	0.00
404-533-479-00 RECLASSIFY PAYMENTS	0	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	1,045,192	74,354.32	74,354.32	0.00	970,837.68	7.11
NON-OPERATING EXPENSES						
404-533-999-00 MISCELLANEOUS TRANSFER ST	5,300	5.00	5.00	0.00	5,295.00	0.09
TOTAL NON-OPERATING EXPENSES	5,300	5.00	5.00	0.00	5,295.00	0.09

TOTAL TRANSFER STATION 1,347,367 111,335.57 111,335.57 2,262.56 1,233,768.87 8.43

WASTE OFFICE/BOARD
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SALARIES & BENEFITS						
404-534-101-00 WASTE BOARD OFFICERS SALA	12,000	1,000.00	1,000.00	0.00	11,000.00	8.33
404-534-103-00 CLERK, ATTORNEY, ENGINEER	160,000	13,782.89	13,782.89	0.00	146,217.11	8.61
404-534-103-01 ADJUST COMPENSATED ABSENC	0	0.00	0.00	0.00	0.00	0.00
404-534-104-00 FICA TAX	12,500	1,130.31	1,130.31	0.00	11,369.69	9.04
404-534-105-00 GROUP INSURANCE	17,200	2,105.57	2,105.57	0.00	15,094.43	12.24
404-534-106-00 GROUP RETIREMENT	16,020	1,218.44	1,218.44	0.00	14,801.56	7.61
404-534-107-00 INT EXP EXCAVATOR LOAN	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	217,720	19,237.21	19,237.21	0.00	198,482.79	8.84
CONTRACTUAL SERVICES						
404-534-218-00 POSTAGE	12,000	1,197.63	1,197.63	0.00	10,802.37	9.98
404-534-219-00 RENT	10,000	0.00	0.00	0.00	10,000.00	0.00
404-534-223-00 PROFESSIONAL SERVICES (LE	10,000	0.00	0.00	0.00	10,000.00	0.00

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

404-WASTE COLLECTION

% OF YEAR COMPLETED: 08.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
404-534-226-00 INSURANCE & BONDS	15,000	2,285.36	2,285.36	0.00	12,714.64	15.24
TOTAL CONTRACTUAL SERVICES	47,000	3,482.99	3,482.99	0.00	43,517.01	7.41
COMMODITIES						
404-534-353-00 PSC ASSESSMENTS	8,000	8,095.73	8,095.73	0.00 (95.73)	101.20
404-534-399-00 MISCELLANEOUS	0	0.00	0.00	0.00	0.00	0.00
TOTAL COMMODITIES	8,000	8,095.73	8,095.73	0.00 (95.73)	101.20
CAPITAL OUTLAY						
404-534-459-00 CAPTIAL EXPENSE	25,000	0.00	0.00	0.00	25,000.00	0.00
TOTAL CAPITAL OUTLAY	25,000	0.00	0.00	0.00	25,000.00	0.00
NON-OPERATING EXPENSES						
404-534-699-99 WASTE BOARD CONTINGENCY	105,359	0.00	0.00	0.00	105,359.00	0.00
404-534-999-00 GEM & ADM MISC BILLING EX	53,000	13,906.16	13,906.16	477.68	38,616.16	27.14
TOTAL NON-OPERATING EXPENSES	158,359	13,906.16	13,906.16	477.68	143,975.16	9.08

TOTAL WASTE OFFICE/BOARD 456,079 44,722.09 44,722.09 477.68 410,879.23 9.91

BAD DEBT
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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 3,456,900 318,959.43 318,959.43 5,800.72 3,132,139.85 9.39

REVENUE OVER/(UNDER) EXPENDITURES (393,000) (18,244.57) (18,244.57) (5,800.72) (368,954.71) 6.12

Waste July 2022 Payment of Bills

- \$33,834.00– DISBURSEMENT ACCOUNT- PAYFLEX HSA FEE
- \$2,934.52- RELIABLE TIRE COMPANY- TIRES FOR GARBAGE TRUCK
- \$26,323.50 – WORLD FUEL SERVICES – JULY 2022 FUEL BILL
- \$2,034.26 – COLE TRUCK PARTS – PARTS FOR GARBAGE TRUCKS AND TRAILERS
- \$4,500.00 – WV DIV OF HIGHWAYS – PURCHASE OF LOWBOY TRAILER
- \$2817.17 – FLEET PRIDE – PARTS FOR R-21
- \$1,250.00 – JERRY RICE – 50 UNITS FREON REMOVAL
- \$7,525.29 – TYLER TECHNOLOGIES – UTIL BILLING NOTIFICATIONS, IVR, SITE, YEARLY MAINTENANCE
- \$70,221.61 – WM CORPORATE SERVICES – JULY 2022 TIPPING FEES & CD TIPPING FEES

08-03-2022 02:21 PM DISBURSEMENTS 07-01-22 TO 07-31-2022

FUND: WASTE COLLECTION

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
WASTE DEPARTMENT	MPL CORPORATION	530-999-00	COLLECTION MISCELLAN	TOWER NTWK ACCESS FEE JULY	100.00
	MON POWER	530-213-00	WASTE COLL. UTILITIE	110088931545 WASTE GARAGE	232.16
	WV PUBLIC SERVICE COMMISSION	530-999-00	COLLECTION MISCELLAN	WASTE 2022-23 VEHICLE REGI	388.50
	MILLER SUPPLY	530-341-00	SHOP MAINTENANCE	PAD LOCKS	360.00
	COLE TRUCK PARTS INC	530-343-00	TRUCK MAINTENANCE	FILTERS FOR R-2, -3, -8	163.28
		530-343-00	TRUCK MAINTENANCE	STEERING GEAR BX R-12	1,028.40
		530-343-00	TRUCK MAINTENANCE	SLACK ADJUSTER FOR R-3	61.52
	LAWSON PRODUCTS INC	530-343-00	TRUCK MAINTENANCE	FASTNERS, BOLTS - STOCK	583.32
		530-341-00	SHOP MAINTENANCE	HEX PLUGS FOR SHOP STOCK	82.84
	SOUTHERN STATES COOP INC	530-345-00	WASTE COLL. UNIFORMS	STEEL TOE BOOTS A REED	206.99
		530-345-00	WASTE COLL. UNIFORMS	BOOTS FOR MARTIN RIFFLE	229.99
	ENCOVA INSURANCE	530-226-00	COMP, UNEMPL & INSUR	WORKERS COMP 7/2022-7/2023	6,379.29
	WV PUBLIC EMPLOYEES INSURANC	530-105-00	WASTE EMPLOYEE INSUR	WASTE JUL 2022 RETIREE'S S	980.00
		530-105-00	WASTE EMPLOYEE INSUR	WASTE JULY 2022 HEALTH INS	9,408.16
	MATHENY MOTOR TRUCK CO	530-343-00	TRUCK MAINTENANCE	R-2,3,8 PARTS	330.87
		530-343-00	TRUCK MAINTENANCE	FUEL TANK STEP R-8	251.40
	NAPA-AMTOWER AUTO SUPPLY	530-343-00	TRUCK MAINTENANCE	FILTERS AND PLUGS R 17	86.22
		530-343-00	TRUCK MAINTENANCE	FILTERS FOR R-2, 3, 11&19	81.50
		530-343-00	TRUCK MAINTENANCE	FILTERS FOR R8 & R7	146.02

08-03-2022 02:21 PM DISBURSEMENTS 07-01-22 TO 07-31-2022

FUND: WASTE COLLECTION

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
		530-343-00	TRUCK MAINTENANCE	OIL FILTER R8	2.64
		530-343-00	TRUCK MAINTENANCE	LIGHTS & GROMMETS T3 &R17	75.80
		530-343-00	TRUCK MAINTENANCE	R-7 BATTERY	104.09
		530-343-00	TRUCK MAINTENANCE	AIR FILTERS FOR R-2, 3, 8	408.20
		530-341-00	SHOP MAINTENANCE	NITRILE GLOVES FOR SHOP	26.03
	LOWES BUSINESS ACCOUNTS	530-341-00	SHOP MAINTENANCE	DUMPSTER CHAIN	144.20
	DODSON BROS EXTERMINATING CO	530-341-00	SHOP MAINTENANCE	PEST CONTROL JUNE 2022	70.00
	FIRST COMMUNITY BANK	530-459-01	TOTER SYSTEM	WAS JUL 2022 TOTER PYMT	5,315.25
	WV PUBLIC EMPLOYEES RETIREME	530-106-00	WASTE EMPLOYEE RETIR	WV RETIREMENT CONTRIBUTION	1,300.87
		530-106-00	WASTE EMPLOYEE RETIR	WV RETIREMENT CONTRIBUTION	1,274.42
		530-106-00	WASTE EMPLOYEE RETIR	WV RETIRE TIER2 CONTRIBUTI	776.78
		530-106-00	WASTE EMPLOYEE RETIR	WV RETIRE TIER2 CONTRIBUTI	889.41
	DISBURSEMENTS ACCOUNT-ALL DE	530-105-00	WASTE EMPLOYEE INSUR	WASTE PAYFLEX HSA FEES	27,000.00
	ENTERPRISE FM TRUST	530-459-00	WASTE COLL. NEW EQUI	22WCPJ 2019 RAM 1500 PYMT	660.19
		530-459-00	WASTE COLL. NEW EQUI	22RKXV 2019 FORD F-150 PYM	371.39
		530-459-00	WASTE COLL. NEW EQUI	25PQXL 2022 CHEVY EQUINOX	324.74
	US CELLULAR	530-213-00	WASTE COLL. UTILITIE	642-1651 613-0113 0002	62.13
		530-213-00	WASTE COLL. UTILITIE	677-4586 3862 3867	144.01
	SPRINT	530-213-00	WASTE COLL. UTILITIE	ALL DEPT JUNE 2022 GEOTABS	139.25
	RELIABLE TIRE COMPANY	530-343-00	TRUCK MAINTENANCE	STEERING TIRES GRBG TRKS	1,451.52
		530-343-00	TRUCK MAINTENANCE	TIRES FOR GARBAGE TRUCKS	1,483.00
	TOOLS ETC	530-341-00	SHOP MAINTENANCE	GRINDING DISCS& PARTS	276.00
		530-341-00	SHOP MAINTENANCE	DIE GRINDER	95.00
		530-341-00	SHOP MAINTENANCE	GRINDING DISCS - MECH SHO	130.00
	ST JOSEPH HOSPITAL OF BUCKHA	530-999-00	COLLECTION MISCELLAN	COVID TEST	220.00
		530-999-00	COLLECTION MISCELLAN	LAB RESULTS BRADLY CUTRIGH	70.00
		530-999-00	COLLECTION MISCELLAN	LAB RESULTS OLIVIA HAMNER	50.00
	INTERNAL REVENUE SERVICE	530-104-00	WASTE COLL. F.I.C.A.	FICA WITHHELD AND MATCHED	1,551.32
		530-104-00	WASTE COLL. F.I.C.A.	FICA WITHHELD AND MATCHED	1,592.95
		530-104-00	WASTE COLL. F.I.C.A.	MEDICARE WITHHELD & MATCHE	362.82
		530-104-00	WASTE COLL. F.I.C.A.	MEDICARE WITHHELD & MATCHE	372.55
	USI INSURANCE SERVICES LLC	530-105-00	WASTE EMPLOYEE INSUR	GRP BENEFIT 1ST INSTALLME	1,046.16
	PAYFLEX	530-105-00	WASTE EMPLOYEE INSUR	WASTE JULY 2022 HSA FEES	52.00
	AT&T MOBILITY	530-213-00	WASTE COLL. UTILITIE	304-677-3862 JERRY ARNOLD	70.74
	WORLD FUEL SERVICES, INC.	530-343-01	GAS & OIL EXPENSE 1,	WASTE FUEL BILL JUNE 2022	13,479.25
	SHERIFF OF UPSHUR COUNTY	530-999-00	COLLECTION MISCELLAN	FS3.46 MUDLUCK FIRE FEE 20	50.00
		530-999-00	COLLECTION MISCELLAN	SUR 24.40 PECKS RUN FIRE F	5.00
	WV DIVISION OF HIGHWAYS	530-459-00	WASTE COLL. NEW EQUI	PURCHASE OF LOWBOY TRAILER	4,500.00
	WHALEY DISTRIBUTING	530-341-00	SHOP MAINTENANCE	HAND CLEANER MECH SHOP	109.28
	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
	TRAVELERS INSURANCE	530-226-00	COMP, UNEMPL & INSUR	INS PREMIUM 4/1/22-4/1/23	2,023.39
	**PAYROLL EXPENSES			7/01/2022 - 7/31/2022	50,968.87
				TOTAL:	140,302.38
RECYCLING DEPARTMENT	MON POWER	531-213-00	UTILITIES	110088931701 RECYCLING CEN	354.37
	ENCOVA INSURANCE	531-226-00	INSURANCE & BONDS	WORKERS COMP 7/2022-7/2023	994.17
	WV PUBLIC EMPLOYEES INSURANC	531-105-00	GROUP INSURANCE	WASTE JUL 2022 RETIREE'S S	210.00
		531-105-00	GROUP INSURANCE	WASTE JULY 2022 HEALTH INS	1,385.28
	NAPA-AMTOWER AUTO SUPPLY	531-343-00	TRUCK MAINTENANCE	R-21 PARTS	53.38
		531-343-00	TRUCK MAINTENANCE	R-21 PARTS	41.26
		531-343-00	TRUCK MAINTENANCE	R-21 PARTS	21.21
		531-343-00	TRUCK MAINTENANCE	R-21 PARTS	75.75

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DISBURSEMENTS 07-01-22 TO 07-31-2022

FUND: WASTE COLLECTION

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
		531-343-00	TRUCK MAINTENANCE	R-21 PARTS	59.50
		531-343-00	TRUCK MAINTENANCE	R-21 PARTS	12.26
		531-343-00	TRUCK MAINTENANCE	R-21 PARTS	264.01
		531-343-00	TRUCK MAINTENANCE	R-21 PARTS	51.00
		531-226-00	INSURANCE & BONDS	4/1/22 TO 4/1/23 QRTLY PLA	211.25
		531-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	372.54
		531-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	330.95
		531-105-00	GROUP INSURANCE	WASTE PAYFLEX HSA FEES	4,000.00
		531-213-00	UTILITIES	ALL DEPT JUNE 2022 GEOTABS	139.25
		531-343-00	TRUCK MAINTENANCE	R-21 PARTS	495.86
		531-343-00	TRUCK MAINTENANCE	R-21 PARTS	700.56
		531-343-00	TRUCK MAINTENANCE	R-21 PARTS	13.67
		531-343-00	TRUCK MAINTENANCE	R-21 PARTS	1,065.08
		531-343-00	TRUCK MAINTENANCE	R-21 PARTS	542.00
		531-104-00	FICA TAX	FICA WITHHELD AND MATCHED	255.43
		531-104-00	FICA TAX	FICA WITHHELD AND MATCHED	226.78
		531-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	59.74
		531-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	53.05
		531-213-00	UTILITIES	200008184083 RECYCLE CENTE	13.38
		531-105-00	GROUP INSURANCE	GRP BENEFIT 1ST INSTALLME	116.24
		531-105-00	GROUP INSURANCE	WASTE JULY 2022 HSA FEES	9.75
		531-105-00	PAYFLEX		
		531-343-00	NEWLONS INTERNATIONAL SALESL	TRUCK MAINTENANCE KING PINS & BRAKES R 21	1,194.35
		531-343-01	WORLD FUEL SERVICES, INC.	FUEL - RECYCLING CEN WASTE FUEL BILL JUNE 2022	1,108.92
			**PAYROLL EXPENSES	7/01/2022 - 7/31/2022	7,816.56
				TOTAL:	22,247.55
	LANDFILL	532-216-01	STURM ENVIRONMENTAL SERVICES	TREATMENT OF LEACHAT JUNE LAB TESTS	148.00
		532-216-01	HARRISON RURAL ELECTRIC	TREATMENT OF LEACHAT TURKEY RUN LNDFILL JULY 20	203.84
				TOTAL:	351.84
	TRANSFER STATION	533-216-00	BUCKHANNON UTIL BOARDS	DRAINAGE EXPENSE TRA MUDLICK LEACHATE JULY 2022	1,657.34
		533-213-00	MON POWER	UTILITIES 110088931610 MUD LICK RD	195.65
		533-343-02	COLE TRUCK PARTS INC	MAINTENANCE TRUCK/TR WELDED YOKE FOR R19	76.92
		533-343-02		MAINTENANCE TRUCK/TR BRAKE PARTS - TRAILER 3	455.32
		533-343-02		MAINTENANCE TRUCK/TR BRAKE PARTS - TRAILER 2	248.82
		533-226-00	ENCOVA INSURANCE	INSURANCE & BONDS WORKERS COMP 7/2022-7/2023	911.33
		533-105-00	WV PUBLIC EMPLOYEES INSURANC	GROUP INSURANCE WASTE JUL 2022 RETIREE'S S	140.00
		533-105-00		GROUP INSURANCE WASTE JULY 2022 HEALTH INS	983.52
		533-343-02	NAPA-AMTOWER AUTO SUPPLY	MAINTENANCE TRUCK/TR FILTERS FOR R-2, 3, 11&19	288.03
		533-343-00		EQUIPMENT MAINTENANC CAT 305.5 EXCAVATOR PARTS	55.56
		533-343-00		EQUIPMENT MAINTENANC CAT 305.5 EXCAVATOR PARTS	116.17
		533-343-00		EQUIPMENT MAINTENANC CAT 305.5 EXCAVATOR PARTS	136.25
		533-343-00		EQUIPMENT MAINTENANC BATTERY FOR BACKHOE	161.00
		533-343-00		EQUIPMENT MAINTENANC FITTINGS- BACKHOE	75.88
		533-460-00	JERRY W RICE	TIPPING FEES 50 UNITS FREON REMOVAL	1,250.00
		533-216-00	STURM ENVIRONMENTAL SERVICES	DRAINAGE EXPENSE TRA JUNE LAB TESTS	137.00
		533-226-00	WESTFIELD INSURANCE	INSURANCE & BONDS 4/1/22 TO 4/1/23 QRTLY PLA	198.08
		533-343-00	PRECISION MACHINE & HYDRAULI	EQUIPMENT MAINTENANC CYLINDER REBUILD BACKHOE	402.66
		533-106-00	WV PUBLIC EMPLOYEES RETIREME	GROUP RETIREMENT WV RETIREMENT CONTRIBUTION	300.18
		533-106-00		GROUP RETIREMENT WV RETIREMENT CONTRIBUTION	190.33
		533-105-00	DISBURSEMENTS ACCOUNT-ALL DE	GROUP INSURANCE WASTE PAYFLEX HSA FEES	2,000.00
		533-459-00	CITIZENS BANK OF WV	NEW EQUIPMENT WAS 2018 GARBAGE TRK JUL 2	2,239.50
		533-459-00		NEW EQUIPMENT WAS AUG 2022 CLOSED TOP TR	1,120.97
		533-459-00		NEW EQUIPMENT WAS JULY 2022 CLOSED TOP T	1,120.97

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DISBURSEMENTS 07-01-22 TO 07-31-2022

FUND: WASTE COLLECTION

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
		533-459-00	NEW EQUIPMENT	WAS RD TRACTOR AUG 2022 PY	2,304.61
		533-459-00	NEW EQUIPMENT	WAS RD TRACTOR JULY 2022 P	2,304.61
		533-213-00	SPRINT	UTILITIES ALL DEPT JUNE 2022 GEOTABS	139.25
		533-104-00	INTERNAL REVENUE SERVICE	FICA TAX FICA WITHHELD AND MATCHED	683.52
		533-104-00		FICA TAX FICA WITHHELD AND MATCHED	129.90
		533-104-00		FICA TAX MEDICARE WITHHELD & MATCHE	159.86
		533-104-00		FICA TAX MEDICARE WITHHELD & MATCHE	30.38
		533-213-00	PEOPLES NATURAL GAS	UTILITIES 200008184349 WASTE COLL	0.00
		533-105-00	USI INSURANCE SERVICES LLC	GROUP INSURANCE GRP BENEFIT 1ST INSTALLME	116.24
		533-105-00	PAYFLEX	GROUP INSURANCE WASTE JULY 2022 HSA FEES	6.50
		533-460-00	WM CORPORATE SERVICES, INC.	JUNE 2022 TIPPING FEES	56,568.91
		533-460-00		TIPPING FEES JUNE 2022 TIPPING FEES	6,384.40
		533-460-00		TIPPING FEES CD TIPPING FEES 7/1/22-7/1	7,268.30
		533-460-00		TIPPING FEES	
		533-343-01	WORLD FUEL SERVICES, INC.	FUEL/OIL TRANSFER ST WASTE FUEL BILL JUNE 2022	11,735.33
		533-999-00	SHERIFF OF UPSHUR COUNTY	MISCELLANEOUS TRANSF SUR 39.439 MUDLICK FIRE FE	5.00
		533-213-00	FRONTIER	UTILITIES 472-4443-101915-4 WASTE	62.84
		533-226-00	TRAVELERS INSURANCE	INSURANCE & BONDS INS PREMIUM 4/1/22-4/1/23	2,023.39
			**PAYROLL EXPENSES	7/01/2022 - 7/31/2022	13,159.00
				TOTAL:	117,543.52
	WASTE OFFICE/BOARD	534-999-00	RALSTON PRESS INC	GEM & ADM MISC BILLI WINDOW ENVELOPES	125.59
		534-226-00	ENCOVA INSURANCE	INSURANCE & BONDS WORKERS COMP 7/2022-7/2023	51.23
		534-218-00	PITNEY BOWES INC	POSTAGE PERMIT PSTG FINANCE CHARGE	11.12
		534-105-00	WV PUBLIC EMPLOYEES INSURANC	GROUP INSURANCE WASTE JUL 2022 RETIREE'S S	163.34
		534-105-00		GROUP INSURANCE WASTE JULY 2022 HEALTH INS	1,014.13
		534-226-00	WESTFIELD INSURANCE	INSURANCE & BONDS 4/1/22 TO 4/1/23 QRTLY PLA	210.74
		534-999-00	TATE COMMUNICATIONS	GEM & ADM MISC BILLI FIX LOBBY DOOR LOCKS	34.12
		534-106-00	WV PUBLIC EMPLOYEES RETIREME	GROUP RETIREMENT WV RETIREMENT CONTRIBUTION	466.02
		534-106-00		GROUP RETIREMENT WV RETIREMENT CONTRIBUTION	392.35
		534-106-00		GROUP RETIREMENT WV RETIRE TIER2 CONTRIBUTI	120.54
		534-106-00		GROUP RETIREMENT WV RETIRE TIER2 CONTRIBUTI	239.53
		534-218-00	BUCKHANNON POSTMASTER	POSTAGE PERMIT #10 POSTAGE	750.00
		534-218-00		POSTAGE BILL ADDRESS RETURN FEE	50.00
		534-353-00	PUBLIC SERVICE COMMISSION	PSC ASSESSMENTS WASTE REVENUE ASSESSMENT	8,095.73
		534-999-00	PAYROLL ACCOUNT (ALL DEPTS)	GEM & ADM MISC BILLI JUNE 2022 AA FEES	199.03
		534-105-00	DISBURSEMENTS ACCOUNT-ALL DE	GROUP INSURANCE WASTE PAYFLEX HSA FEES	834.00
		534-999-00	COLLECTION ACCOUNT	GEM & ADM MISC BILLI JUNE 2022 CC FEES	1,400.68
		534-999-00	TOSHIBA FINANCIAL SERVICES	GEM & ADM MISC BILLI CITY HALL COPIER LEASE JUL	144.01
		534-999-00	RAVEN ROCK NETWORKS INC	GEM & ADM MISC BILLI IT SERVICE CHARGES JUNE	106.25
		534-999-00		GEM & ADM MISC BILLI JULY 2022 IT SERVICE	370.00
		534-999-00		GEM & ADM MISC BILLI CLEANING SUPPLIES <i>Inventory Assessment</i>	1,700.00
		534-999-00		GEM & ADM MISC BILLI IT SERVICE CHG UPDATES CIT	116.25
		534-999-00	JERRY HEARD ASSC.	GEM & ADM MISC BILLI 8 1/2" X 11" COPIER PAPER	935.67
		534-999-00	WALMART STORES INC -BUCKHANN	GEM & ADM MISC BILLI SUPPLIES FOR CITY HALL	25.13
		534-999-00		GEM & ADM MISC BILLI CITY HALL SUPPLIES	37.23
		534-104-00	INTERNAL REVENUE SERVICE	FICA TAX FICA WITHHELD AND MATCHED	403.85
		534-104-00		FICA TAX FICA WITHHELD AND MATCHED	512.21
		534-104-00		FICA TAX MEDICARE WITHHELD & MATCHE	94.46
		534-104-00		FICA TAX MEDICARE WITHHELD & MATCHE	119.79
		534-999-00	MATTHEW BENDER & CO., INC	GEM & ADM MISC BILLI WV CODE 2022 SUPP PKG, IND	318.45
		534-105-00	USI INSURANCE SERVICES LLC	GROUP INSURANCE GRP BENEFIT 1ST INSTALLME	87.60
		534-105-00	PAYFLEX	GROUP INSURANCE WASTE JULY 2022 HSA FEES	6.50
		534-999-00	UPSHUR COUNTY CLERK	GEM & ADM MISC BILLI KOB ESTATE CLAIM	5.00
		534-218-00	KOMAX LLC	POSTAGE INK CARTRIDGE FOR PSTG MAC	42.20

FUND: WASTE COLLECTION

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	U.S. POSTAL SERVICE (CMRS-FP	534-218-00	POSTAGE	JULY 2022 POSTAGE	250.00
	FP FINANCE PROGRAM	534-218-00	POSTAGE	MAILER & INSERTER PYMT JUL	94.31
	MUNICIPAL FINANCE OFFICERS A	534-999-00	GEM & ADM MISC BILLI	MEMBERSHIP DUES	31.25
	TYLER TECHNOLOGIES INC	534-999-00	GEM & ADM MISC BILLI	7/1/22 TO 6/30/22 YRLY MAI	6,944.70
		534-999-00	GEM & ADM MISC BILLI	UTL BILLING IVR, SITE, AUT	508.44
		534-999-00	GEM & ADM MISC BILLI	UTIL BILLING NOTIFICATION	72.15
	FORMAX INC	534-999-00	GEM & ADM MISC BILLI	SVC CONTRACT RENEWAL BURST	344.50
	TRAVELERS INSURANCE	534-226-00	INSURANCE & BONDS	INS PREMIUM 4/1/22-4/1/23	2,023.39
	SUDDENLINK	534-999-00	GEM & ADM MISC BILLI	CITY HALL INTERNET JULY 20	429.25
		534-999-00	GEM & ADM MISC BILLI	CITY HALL INTERNET JULY 20	58.46
	**PAYROLL EXPENSES			7/01/2022 - 7/31/2022	14,782.89
				TOTAL:	44,722.09

Scott Randall asked if the bill to Waste Management was on the high end? Jerry Arnold reported that now everything goes to Waste Management except tires, which is a change as we used to have higher bills to Tire & Rubber. Tonnage has actually gone down since last year, which seems to indicate that the toters are having an effect.

Motion to Approve Financial Report. Motion Randall/Rylands to approve the financial report. Motion carried.

D. Department Report

There have been a few breakdowns, but nothing catastrophic. The department is trying to catch repairs at the beginning of the budget year instead of the end. There has also been some turnover in employees: mechanic and one, maybe two, drivers. Jerry Arnold has been filling in as mechanic, doing what he is able to do.

For the new replacement, we are looking at the end of September, beginning of October for delivery. Our trailer will need some repairs. We are limited at the transfer station. We will put out bid specs for trailer at next meeting and get a delivery date included in the bid. For winning bid, we need to look at the price AND the delivery date. Scott Randall said we need to be proactive and get bids for this.

D.1 Recycling Center Report:

City of Buckhannon
Recycling Center

DATE: July-22

Inventory & Balance Sheet

	Uproc.	Proc.	Total
ONP	3	8.8	11.8
OCC	1	21.44	22.44
MGOP	0.35	4.1	4.45
STEEL	0.15	5.07	5.22
ALUM.	0.35	0.67	1.02
E-WASTE	0	0	0
Pete #1	0.35	7.64	7.99
No. 2	0.7	2.13	2.83
Total	5.9	49.85	55.75

Inventory 7/1/2230.4
Inventory 8/1/2255.75
Diff.25.35
Loads Shipped11.24
Total Diff. Inventory & Loads Shipped36.59
Total Received36.59
Less Garbage0
Total36.59

Residential Curbside
800

Appliances	Iron	Total	Total \$
17480	0	17480	\$874.00

Yard Debris
5000

D.2 Transfer Station Report:

City of Buckhannon Transfer Station Totals				
July		2022		
Total Transactions		3143		
Total Weight		1359.74		
Total Cash Received		\$35,353.00		
Total City Trucks		\$61,024.62		733.19 tons
Total Charge		\$20,175.11		
Grand total		\$116,552.73		
Total C/D Material		270.65		
Total Commercial/Residential		1089.09		
Bulky Goods	Steel	Waste	Total	
		2.5	2.04	4.54

E. Correspondence and Information:

E.1 Make It Shine Event – August 13 and 20th Reiterate that this is for subscribing customers for Buckhannon. It is limited to two pick up truck loads for the entire event per customer. No tires and nothing with Freon.

BUCKHANNON MAKE IT SHINE

AUGUST 13, 2022 AND AUGUST 20, 2022

7:30 AM TO 4:00 PM

BUCKHANNON TRANSFER STATION 444 MUDLICK ROAD BUCKHANNON, WV 26201

MAXIMUM PER CUSTOMER ALLOWED TO DUMP IS EQUIVALENT OF TWO PICKUP LOADS

MUST SHOW PROOF THAT YOU ARE A VALID CUSTOMER AND PROVIDE ID

CUSTOMER CANNOT DUMP IF THEY ARE ON A SHUTOFF LIST

ITEMS THAT USE FREON (SUCH AS; AIR CONDITIONERS, DEHUMIDIFIERS, REFRIGERATORS) MUST BE TAGGED AND CERTIFIED BY LICENSED VENDOR THAT FREON HAS BEEN REMOVED

NO TIRES

E. 2 Notice Waste Collection Department Accepting Applications for Full-time Laborer/Truck Driver

City of Buckhannon –Waste Collection Department- Position of full-time Laborer/Truck driver

The City of Buckhannon Waste Collection Department is accepting applications until Friday, August 19 2022 for the position of full-time laborer/truck driver.

Benefits include health insurance and participation in the Public Employee Retirement System.

Candidates must:

- Be 18 years of age or older.
- Possess a valid WV Class B commercial driver license.
- Possess a High School diploma or equivalent.
- Be in good physical condition. This job includes, but is not limited to, lifting up to 50 pounds and climbing.
- Willing to work in inclement weather

Eligible candidates will be subject to a background check and drug test.

Hourly rate of \$15 per hour depending on qualifications and skills.

Applications may be obtained at City Hall, 70 E Main St, Buckhannon WV, Mon-Fri 8:30 am to 4:30 pm.

The City of Buckhannon is an EEOC employer committed to the principle of equal opportunity for all qualified persons.

Amberle Jenkins
Assistant Recorder
City of Buckhannon

E. 3 Notice Waste Collection Department Accepting Applications for Full-time Mechanic.

Job Description – Waste Collection Dept. City of Buckhannon-Full Time Mechanic

The City of Buckhannon Waste Collection Department is accepting applications until Friday, August 19 2022 for the position of full-time mechanic.

Benefits include health insurance and participation in the Public Employee Retirement System.

Candidates must:

- Be 18 years of age or older.
- Possess a valid WV Class B commercial driver license.
- Possess a High School diploma or equivalent.
- Be in good physical condition. This job includes, but is not limited to, lifting up to 50 pounds and climbing.
- Willing to work in inclement weather

Eligible candidates will be subject to a background check and drug test.

Hourly rate of \$15 per hour depending on qualifications and skills.

Applications may be obtained at City Hall, 70 E Main St, Buckhannon WV, Mon-Fri 8:30 am to 4:30 pm or call 304-472-1651.

The City of Buckhannon is an EEOC employer committed to the principle of equal opportunity for all qualified persons.

Amberle Jenkins
Assistant Recorder
City of Buckhannon

F. Consent Agenda:

F.1 Approval of Minutes 07/07/22

Motion to approve made by Randall/Rylands. Motion carries.

G. Strategic Issues for Discussion and/or Vote:

G.1 Approval Public Service Commission of WV – Fuel Surcharge Increase: July 1- December 31, 2022

Our Current rate is 9.61%. They recommend a fuel surcharge rate of 10.25%. That would make the resident inside rate \$1.87 and resident outside \$2.09. This would generate about \$2000/month.

FUEL SURCHARGE SUPPLEMENT TO CARRIER'S TARIFF

DATE 8-4-2022
NAME OF MOTOR CARRIER Waste Collection Bd - City of Buckhannon
ADDRESS 70 E Main St
Buckhannon WV 26201
TELEPHONE NO. 304-472-4420
CONTACT PERSON Amberle Jenkins
CERTIFICATE NO.

I hereby file a fuel surcharge supplement to the tariff of the above carrier, in the amount of 10.25 %, as authorized by the Public Service Commission of West Virginia, in M.C. General Order No. 56.4 dated June 29, 2022, I understand that this surcharge will expire by the terms of the Commission Order on December 31, 2022, unless otherwise ordered by the Commission. I further understand that the fuel surcharge does not take effect until this form is received by the Commission and properly filed. I certify that the legal entity or individual actually responsible, by contract or otherwise, for the payment of the fuel surcharges will receive the full increase in revenue to be derived from the proposed surcharge.

Solid Waste Carriers Only: Permth In City Limits Out of City Limits
Current Authorized Residential Tariff Rate \$18.23 \$20.41
New Fuel Surcharge Amount (Residential Tariff Rate times New Fuel Surcharge Percentage) 10.25%
New Residential Rate (Residential Tariff Rate plus New Fuel Surcharge Amount) In City Out of City
\$20.10 \$22.50
Taxicab Companies Only:
New Rates Reflecting the Applicable Surcharge Rounded to the Nearest Cent.
Initial Charge (Flag Drop)
Additional Distance Increments (describe)

Amberle Jenkins
Signature

Director of Finance & Administration
Position with Carrier

PUBLIC SERVICE COMMISSION
OF WEST VIRGINIA
CHARLESTON

At a session of the PUBLIC SERVICE COMMISSION OF WEST VIRGINIA in the city of Charleston on the 29th day of June 2022.

CASE NO. MC G.O. 56.4 (REOPENED)
In the matter of Emergency Fuel Surcharge for
Certificated Common Carriers of Passengers and
Property of Motor Vehicle.

COMMISSION ORDER

The Commission approves fuel cost surcharges. The surcharges authorized by this order will be effective July 1, 2022, through December 31, 2022, unless otherwise ordered by the Commission. Previously authorized surcharges are not extended by this Order and therefore expire effective June 30, 2022, by terms of prior Commission Orders. Staff will continue to monitor fuel prices and update the Commission as the situation warrants, including a revised recommended surcharge if there is an increase or decrease in fuel prices greater than twenty percent.

BACKGROUND

The Commission historically has issued semi-annual Orders approving and implementing fuel surcharges for common carriers by motor vehicle.¹ In prior semi-annual Orders, the Commission required Staff to file a further memorandum requesting a reopening of this case and recommending revised surcharges based on fuel volatility represented by a twenty percent or greater increase or decrease in the price of regular grade gasoline, diesel fuel, or both, between semi-annual orders. The surcharges authorized by the March 28, 2022, Commission Order are based on Staff's determination that a greater than twenty percent increase in fuel prices had occurred and recommending increases to surcharges based on new data. The current surcharges are in effect through June 30, 2022, and expire after that date.

On June 21, 2022, Commission Staff filed a Final Joint Staff Memorandum. Staff recommended that the Commission increase the current surcharge for diesel fuel and continue the current surcharge for gasoline based on new data. Staff explained that it reviewed historical gasoline and diesel pricing data from the West Virginia Oil Marketers and Grocers Association (WVOMGA) and from the American Automobile Association

(AAA). Staff explained further that it reviewed historical data from the Energy Information Association (EIA) and price forecasts for July 2022 through December 2022, released by the EIA on June 7, 2022. Staff used historical state and EIA price data to adjust the EIA forecasts to be specific to West Virginia.

The resulting forecasted West Virginia average price for the period of July 2022 through December 2022, is \$4.12 per gallon for regular grade gasoline and \$4.73 per gallon for diesel fuel, inclusive of applicable taxes. Staff noted that current forecasted prices of regular grade gasoline will remain the same as what was forecasted in Staff's March 22, 2022 Memorandum, and diesel fuel is higher than the prices forecasted in Staff's March 22, 2022 Memorandum. Staff recommended that the Commission enter an order approving the following surcharges:

1. Certified carriers of solid waste to implement an across-the-board maximum fuel surcharge of 10.25 percent;
2. Taxi and limousine operators to implement an across-the-board maximum fuel surcharge of 27.30 percent; and
3. Wrecker operators to implement an across-the-board maximum fuel surcharge of 10.61 percent for third-party tows.

Staff Memorandum June 21, 2022.

Staff stated that the Commission should authorize the taxicab companies to reflect the surcharge (i) by rounding, to the nearest cent, the charge for the initial (flag drop) part of the trip and (ii) by rounding, to the nearest cent, the charge for each additional distance increment of the taxicab trip.

Staff also stated that the recommended fuel surcharge to be implemented by wrecker operators should apply only to charges for the actual tow or equipment used that is powered by fuel. The surcharge should not apply to tariff charges that are not related to equipment powered by fuel, such as storage or additional manpower riding in the vehicle.

Staff recommended that the Commission authorize the surcharges effective July 1, 2022, to remain in effect through December 31, 2022, or until further Commission Order. Staff also recommended that the Commission continue to require that solid waste carriers and taxi and limousine operators submit a fuel surcharge supplement form. Staff asserted that the fuel surcharge supplement forms enabled Staff to identify errors and assist motor carriers with correcting those errors.

4. The Staff recommendation that the fuel surcharge to be implemented by wrecker operators would apply only to the actual charges for the tow or equipment used that is powered by fuel and, therefore, should not be applied to tariff charges that are not related to equipment powered by fuel, such as storage or additional manpower in the vehicle, is reasonable and should be approved.

5. Based on the forecasted increased costs of regular grade gasoline and diesel fuel, the following fuel surcharges should be approved for common carriers by motor vehicles:

Haulers of solid waste and/or infectious medical waste.	10.25%
Transporters of passengers, including but not limited to, taxicab and limousine companies.	27.30%
Wrecker companies for towing services with respect to their rates for third-party tows.	10.61%

6. Because fuel surcharges are intended to address volatility in fuel prices, if there is a twenty percent or greater increase or decrease in the price of either regular grade gasoline, diesel fuel, or both between our semi-annual orders in this case, it is reasonable to require Staff to file a further memorandum requesting a reopening of this case and recommend revised surcharges based on that increase or decrease in price.

7. Previously authorized fuel surcharges shall expire on June 30, 2022, and are not extended beyond that date.

ORDER

IT IS THEREFORE ORDERED that the following fuel surcharges are approved for common carriers by motor vehicles:

Haulers of solid waste and/or infectious medical waste.	10.25%
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Transporters of passengers, including but not limited to, taxicab and limousine companies.	27.30%
Wrecker companies for towing services with respect to their rates for third-party tows.	10.61%

These surcharges apply as of July 1, 2022, to all tariff rates on file for the motor carriers set for above and to all state-wide rates charged by wrecker companies for third-party tows, and will remain in effect through December 31, 2022, or until further Commission Order. These surcharges do not apply to contract carriers, nor do they apply to Medicaid rates.

IT IS FURTHER ORDERED that taxicab companies shall reflect the surcharge (i) by rounding, to the nearest cent, the surcharge for the initial (flag drop) part of the trip and (ii) by rounding, to the nearest cent, the charge for each additional distance increment of the taxicab trip.

IT IS FURTHER ORDERED that wrecker operators shall apply the fuel surcharge only to the actual charges for the tow or equipment used that is powered by fuel.

IT IS FURTHER ORDERED that carriers may not implement any of the surcharges set forth in this Order prior to filing with the Commission Tariff Office three copies of the form reflecting the fuel surcharge supplement applicable to the carrier. Carriers may use the applicable form attached to this order as Attachment A. Previously authorized fuel surcharges shall expire on June 30, 2022, and are not extended beyond that date.

IT IS FURTHER ORDERED that if there is a twenty percent or greater increase or decrease in the price of either regular grade gasoline, diesel fuel, or both between our semi-annual orders in this case, Staff shall file a further memorandum requesting a reopening of this case and recommend revised surcharges based on that increase or decrease in price.

IT IS FURTHER ORDERED that the Executive Secretary of the Commission will open a separate docket, MCFS 2022C, to receive the Attachment A forms filed for this fuel surcharge Order. The Executive Secretary will place a copy of this Order in the docket that is opened to receive the Attachment A forms.

Motion to approve Public Service Commission of WV – Fuel Surcharge Increase: July 1-December 31, 2022 by Randall/Rylands. Motion carries.

G.2 Discussion/Recommendation to the Revenue Review Committee Waste Department Wages: Jerry Arnold sent his recommendations to Mayor Skinner and Scott Randall. He will forward to CJ Rylands. No action made on this.

H. Board Members Comments and Announcements:

- **CJ Rylands** – Nothing more to add.
- **Scott Randall** – Nothing more to add.

I. Adjournment:

Motion to adjourn at 7:50am by Randall/Rylands.

Mayor Robert N. Skinner III

City Recorder Randall H. Sanders
