

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

Robbie Skinner	Mayor	Present
Randy Sanders	City Recorder	Present
Scott Randall	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	Absent
Beth Broschart	Record Delta Newspaper	Present

***City of Buckhannon Waste Collection Board 7:30AM at City Hall in Council Chambers  
Meeting Agenda for Thursday, July 7, 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 June 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 13<sup>th</sup> & 20<sup>th</sup>
  - E.2 Ordinance No. 458 Modifying the Qualifications for Members of the City’s Water Board & Waste Bds
- F. Consent Agenda**
  - F.1 Approval of Minutes: 06/02/2022
- G. Strategic Issues for Discussion and/or Vote**
  - G.1
- H. Board Members Comments and Announcements**
- I. Adjournment**

Posted 07/01/2022

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

**B. Recognized Guests:** None

**C. Financial Report**

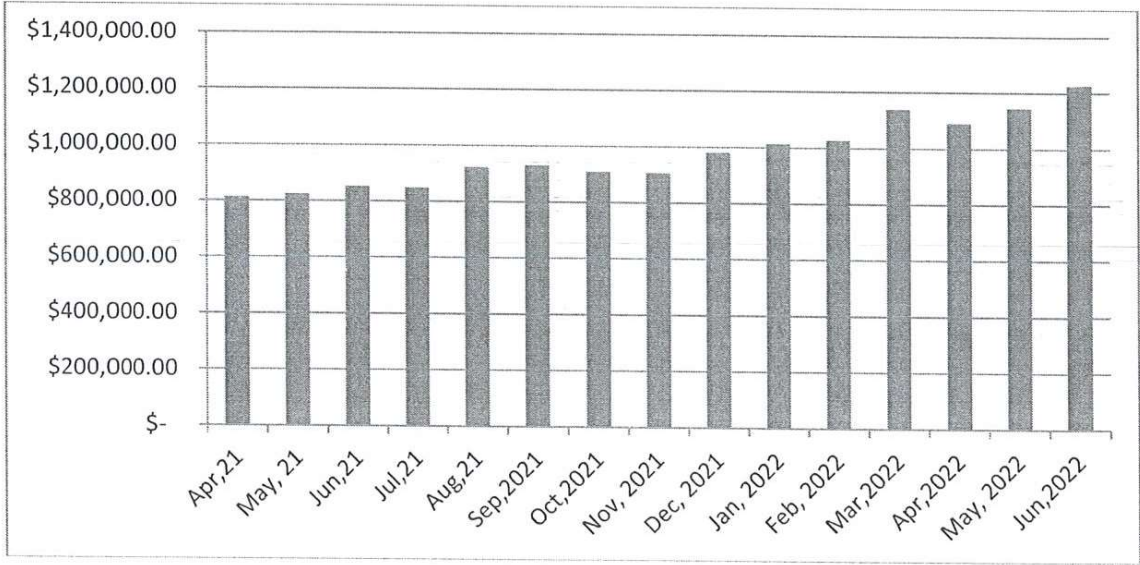
**C.1 June 2022-** Director of Finance and Administration-Amberle Jenkins presented the following information:

WASTE BOARD  
CITY OF BUCKHANNON  
BALANCE SHEET

Balance June 30, 2022

Money Market & Checking	\$ 1,226,437.49
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

7-06-2022 01:55 PM		CITY OF BUCKHANNON REVENUE & EXPENSE REPORT (UNAUDITED) AS OF: JUNE 30TH, 2022					
404-WASTE COLLECTION		% OF YEAR COMPLETED: 100.00					
REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET	
TAXES							
404-303-002-00 RECYCLE-ALUMINUM	1,500	0.00	2,514.78	0.00 (	1,014.78)	167.65	
404-303-003-00 RECYCLE-OCC-CARDBOARD	22,300	6,286.00	37,514.79	0.00 (	15,214.79)	168.23	
404-303-004-00 RECYCLE-MGOP/SOW-OFFICE P	3,880	0.00	3,882.60	0.00 (	2.60)	100.07	
404-303-005-00 RECYCLE-HDPE-MILK JUGS	31,177	0.00	31,189.60	0.00 (	12.60)	100.04	
404-303-006-00 RECYCLE-ONP-NEWSPAPER	2,000	0.00	2,384.09	0.00 (	384.09)	119.20	
404-316-000-00 DUMPSTERS	4,400	0.00	4,411.00	0.00 (	11.00)	100.25	
404-317-000-00 DUMPSTER RENTAL	85,000	8,784.31	98,429.82	0.00 (	13,429.82)	115.80	
TOTAL TAXES	150,257	15,070.31	180,326.68	0.00 (	30,069.68)	120.01	
OTHER FEES							
404-341-000-00 FUEL SURCHARGE	94,000	19,933.21	128,700.34	0.00 (	34,700.34)	136.92	
TOTAL OTHER FEES	94,000	19,933.21	128,700.34	0.00 (	34,700.34)	136.92	
UTILITY BILLINGS							
404-350-000-00 WASTE COLLECTION BILLINGS	2,534,000	229,883.32	2,811,481.89	0.00 (	277,481.89)	110.95	
TOTAL UTILITY BILLINGS	2,534,000	229,883.32	2,811,481.89	0.00 (	277,481.89)	110.95	
HEALTH AND SAFETY							
404-355-000-00 TRANSFER ST/LANDFILL RECE	354,883	38,247.28	430,060.42	0.00 (	75,177.42)	121.18	
TOTAL HEALTH AND SAFETY	354,883	38,247.28	430,060.42	0.00 (	75,177.42)	121.18	
GRANTS							
404-366-000-00 STATE GRANTS	0	0.00	0.00	0.00	0.00	0.00	
404-368-000-00 CONTRIBUTION FROM UCSWA	1,800	0.00	2,700.00	0.00 (	900.00)	150.00	
TOTAL GRANTS	1,800	0.00	2,700.00	0.00 (	900.00)	150.00	
INTRAFUND CONTR/CHARGES							
404-370-000-01 LATE CHARGES	0	0.00	0.00	0.00	0.00	0.00	
404-370-000-02 CUSTOMER BILL FEES (BANK-S	200	125.00	300.00	0.00 (	100.00)	150.00	
TOTAL INTRAFUND CONTR/CHARGES	200	125.00	300.00	0.00 (	100.00)	150.00	
OTHER REVENUE							
404-380-000-00 INTEREST	200	163.89	398.87	0.00 (	198.87)	199.44	
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	3,203.39	37,503.91	0.00 (	7,503.91)	125.01	
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	3,367.28	37,902.78	0.00 (	7,102.78)	123.06	
TOTAL REVENUE	3,165,940	306,626.40	3,591,472.11	0.00 (	425,532.11)	113.44	

7-06-2022 01:55 PM

CITY OF BUCKHANNON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JUNE 30TH, 2022

404-WASTE COLLECTION

% OF YEAR COMPLETED: 100.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
WASTE DEPARTMENT =====						
SALARIES & BENEFITS						
404-530-103-00 WASTE EMPLOYEES SALARIES	629,000	50,306.16	604,622.58	0.00	24,377.42	96.12
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	3,828.91	46,066.60	0.00	2,133.40	95.57
404-530-105-00 WASTE EMPLOYEE INSURANCE	153,000	9,209.00	141,698.16	0.00	11,301.84	92.61
404-530-106-00 WASTE EMPLOYEE RETIREMENT	61,000	4,644.12	56,699.13	0.00	4,300.87	92.95
TOTAL SALARIES & BENEFITS	891,200	67,988.19	849,086.47	0.00	42,113.53	95.27
CONTRACTUAL SERVICES						
404-530-213-00 WASTE COLL. UTILITIES	17,000	828.87	10,949.14	0.00	6,050.86	64.41
404-530-226-00 COMP, UNEMPL & INSURANCE	58,000	6,647.89	50,869.23	0.00	7,130.77	87.71
TOTAL CONTRACTUAL SERVICES	75,000	7,476.76	61,818.37	0.00	13,181.63	82.42
COMMODITIES						
404-530-341-00 SHOP MAINTENANCE	40,000	1,480.03	40,843.86	0.00 (	843.86)	102.11
404-530-341-05 SAFETY EQUIPMENT	0	0.00	0.00	0.00	0.00	0.00
404-530-343-00 TRUCK MAINTENANCE	88,000	6,431.58	85,422.97	0.00	2,577.03	97.07
404-530-343-01 GAS & OIL EXPENSE 1,2,3,4	98,000	11,306.42	107,461.31	0.00 (	9,461.31)	109.65
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	2,229.55	12,026.81	0.00	973.19	92.51
TOTAL COMMODITIES	241,000	21,447.58	245,754.95	0.00 (	4,754.95)	101.97
CAPITAL OUTLAY						
404-530-459-00 WASTE COLL. NEW EQUIPMENT	117,800	1,805.05	111,396.21	0.00	6,403.79	94.56
404-530-459-01 TOTER SYSTEM	69,000	5,315.25	68,826.97	0.00	173.03	99.75
TOTAL CAPITAL OUTLAY	186,800	7,120.30	180,223.18	0.00	6,576.82	96.48
CONTRIBUTIONS						
404-530-561-00 DUMPSTERS (NEW)	36,000	0.00	35,101.00	0.00	899.00	97.50
TOTAL CONTRIBUTIONS	36,000	0.00	35,101.00	0.00	899.00	97.50
NON-OPERATING EXPENSES						
404-530-999-00 COLLECTION MISCELLANEOUS	20,000	1,386.07	20,192.77	0.00 (	192.77)	100.96
TOTAL NON-OPERATING EXPENSES	20,000	1,386.07	20,192.77	0.00 (	192.77)	100.96
TOTAL WASTE DEPARTMENT	1,450,000	105,418.90	1,392,176.74	0.00	57,823.26	96.01
RECYCLING DEPARTMENT =====						
SALARIES & BENEFITS						
404-531-103-00 RECYCLING SALARIES	100,000	7,547.06	96,852.00	0.00	3,148.00	96.85
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	574.38	7,376.90	0.00	273.10	96.43

7-06-2022 01:55 PM

CITY OF BUCKHANNON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JUNE 30TH, 2022

404-WASTE COLLECTION

% OF YEAR COMPLETED: 100.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
404-531-105-00 GROUP INSURANCE	24,900	1,349.75	21,385.18	0.00	3,514.82	85.88
404-531-106-00 GROUP RETIREMENT	10,000	754.70	9,685.19	0.00	314.81	96.85
TOTAL SALARIES & BENEFITS	142,550	10,225.89	135,299.27	0.00	7,250.73	94.91
CONTRACTUAL SERVICES						
404-531-213-00 UTILITIES	4,900	439.75	5,291.04	0.00 (	391.04)	107.98
404-531-226-00 INSURANCE & BONDS	4,500	88.01	3,281.39	0.00	1,218.61	72.92
TOTAL CONTRACTUAL SERVICES	9,400	527.76	8,572.43	0.00	827.57	91.20
COMMODITIES						
404-531-343-00 TRUCK MAINTENANCE	13,000	1,476.12	12,282.84	0.00	717.16	94.48
404-531-343-01 FUEL - RECYCLING CENTER	11,000	1,066.56	10,528.16	0.00	471.84	95.71
404-531-343-02 EQUIPMENT MAINTENANCE	9,000	748.44	6,048.28	0.00	2,951.72	67.20
404-531-399-00 MISCELLANEOUS	5,000	30.75	2,046.60	0.00	2,953.40	40.93
TOTAL COMMODITIES	38,000	3,321.87	30,905.88	0.00	7,094.12	81.33
CAPITAL OUTLAY						
404-531-459-00 CAPITAL OUTLAY - NEW EQUI	0	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	0	0.00	0.00	0.00	0.00	0.00
TOTAL RECYCLING DEPARTMENT	189,950	14,075.52	174,777.58	0.00	15,172.42	92.01
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	390.59	21,722.80	0.00	3,377.20	86.55
TOTAL CONTRACTUAL SERVICES	25,100	390.59	21,722.80	0.00	3,377.20	86.55
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	390.59	21,722.80	0.00	3,377.20	86.55
TRANSFER STATION =====						
SALARIES & BENEFITS						
404-533-103-00 SALARIES TRANSFER STATION	105,000	6,948.69	89,251.45	0.00	15,748.55	85.00
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	528.57	6,805.18	0.00	1,227.82	84.72
404-533-105-00 GROUP INSURANCE	17,200	970.50	15,198.28	0.00	2,001.72	88.36

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
404-533-106-00 GROUP RETIREMENT	10,400	694.88	8,925.14	0.00	1,474.86	85.82
TOTAL SALARIES & BENEFITS	140,633	9,142.64	120,180.05	0.00	20,452.95	85.46
CONTRACTUAL SERVICES						
404-533-213-00 UTILITIES	10,500	427.24	7,846.40	0.00	2,653.60	74.73
404-533-216-00 DRAINAGE EXPENSE TRANSFER	9,500	137.00	4,059.52	0.00	5,440.48	42.73
404-533-226-00 INSURANCE & BONDS	20,000	5,569.43	17,507.05	0.00	2,492.95	87.54
TOTAL CONTRACTUAL SERVICES	40,000	6,133.67	29,412.97	0.00	10,587.03	73.53
COMMODITIES						
404-533-343-00 EQUIPMENT MAINTENANCE	17,000	891.65	14,970.03	0.00	2,029.97	88.06
404-533-343-01 FUEL/OIL TRANSFER STA. 7,	65,900	9,916.94	78,058.56	0.00	12,158.56	118.45
404-533-343-02 MAINTENANCE TRUCK/TRAILER	40,000	0.00	29,368.91	0.00	10,631.09	73.42
404-533-345-00 UNIFORMS	4,000	540.95	2,756.70	0.00	1,243.30	68.92
TOTAL COMMODITIES	126,900	11,349.54	125,154.20	0.00	1,745.80	98.62
CAPITAL OUTLAY						
404-533-459-00 NEW EQUIPMENT	124,000	2,239.50	95,985.26	0.00	28,014.74	77.41
404-533-460-00 TIPPING FEES	858,000	69,418.15	900,930.57	0.00	42,930.57	105.00
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	71,657.65	996,915.83	0.00	14,915.83	101.52
NON-OPERATING EXPENSES						
404-533-999-00 MISCELLANEOUS TRANSFER ST	6,500	1,001.00	5,037.29	0.00	1,462.71	77.50
TOTAL NON-OPERATING EXPENSES	6,500	1,001.00	5,037.29	0.00	1,462.71	77.50
TOTAL TRANSFER STATION	1,296,033	99,284.50	1,276,700.34	0.00	19,332.66	98.51
WASTE OFFICE/BOARD						
=====						
SALARIES & BENEFITS						
404-534-101-00 WASTE BOARD OFFICERS SALA	12,000	1,000.00	12,000.00	0.00	0.00	100.00
404-534-103-00 CLERK, ATTORNEY, ENGINEER	178,000	13,343.75	165,787.74	0.00	12,212.26	93.14
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	1,096.75	13,364.79	0.00	252.21	98.15
404-534-105-00 GROUP INSURANCE	17,200	959.91	14,839.20	0.00	2,360.80	86.27
404-534-106-00 GROUP RETIREMENT	18,040	1,310.08	15,986.62	0.00	2,053.38	88.62
404-534-107-00 INT EXP EXCAVATOR LOAN	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	238,857	17,710.49	221,978.35	0.00	16,878.65	92.93
CONTRACTUAL SERVICES						
404-534-218-00 POSTAGE	13,200	344.30	12,741.36	0.00	458.64	96.53
404-534-219-00 RENT	10,000	0.00	10,000.00	0.00	0.00	100.00
404-534-223-00 PROFESSIONAL SERVICES (LE	12,800	625.00	6,999.84	1,000.00	4,800.16	62.50

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
404-534-226-00 INSURANCE & BONDS	15,000	5,594.27	13,682.28	0.00	1,317.72	91.22
TOTAL CONTRACTUAL SERVICES	51,000	6,563.57	43,423.48	1,000.00	6,576.52	87.10
COMMODITIES						
404-534-353-00 PSC ASSESSMENTS	8,000	0.00	6,609.91	0.00	1,390.09	82.62
404-534-399-00 MISCELLANEOUS	0	0.00	0.00	0.00	0.00	0.00
TOTAL COMMODITIES	8,000	0.00	6,609.91	0.00	1,390.09	82.62
CAPITAL OUTLAY						
404-534-459-00 CAPTIAL EXPENSE	8,000	1,700.00	8,805.06	0.00	805.06	110.06
TOTAL CAPITAL OUTLAY	8,000	1,700.00	8,805.06	0.00	805.06	110.06
NON-OPERATING EXPENSES						
404-534-699-99 WASTE BOARD CONTINGENCY	0	0.00	0.00	0.00	0.00	0.00
404-534-999-00 GEM & ADM MISC BILLING EX	51,000	3,068.33	58,169.21	0.00	7,169.21	114.06
TOTAL NON-OPERATING EXPENSES	51,000	3,068.33	58,169.21	0.00	7,169.21	114.06
TOTAL WASTE OFFICE/BOARD	356,857	29,042.39	338,986.01	1,000.00	16,870.99	95.27
BAD DEBT						
=====						
NON-OPERATING EXPENSES						
404-550-676-00 BAD DEBT EXPENSE(return c	0	0.00	0.00	0.00	0.00	0.00
TOTAL NON-OPERATING EXPENSES	0	0.00	0.00	0.00	0.00	0.00
TOTAL BAD DEBT	0	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	3,317,940	248,211.90	3,204,363.47	1,000.00	112,576.53	96.61
REVENUE OVER/(UNDER) EXPENDITURES	( 152,000)	58,414.50	387,108.64	( 1,000.00)	( 538,108.64)	254.02-

Waste June 2022 Payment of Bills

\$2,302.71– TOTAL EQUIPMENT SOLUTIONS- DRY VALVE KIT

\$1,514.00- RELIABLE TIRE COMPANY- 11R24.5 CAPS

\$22,170.44 – WORLD FUEL SERVICES – JUNE 2022 FUEL BILL

\$1547.50 – TIRE AND RUBBER – MAY 2022 TIRE DISPOSAL FEE

\$66,520.65 – WM CORPORATE SERVICES – MAY 2022 TIPPING FEES & CD TIPPING FEES

07-06-2022 12:57 AM		DISBURSEMENTS 6-01-22 TO 6-30-22			
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 JUN	100.00
	MON POWER	530-213-00	WASTE COLL. UTILITIE	110088931545 WASTE GARAGE	272.18
	RECORD-DELTA NEWSPAPER	530-999-00	COLLECTION MISCELLAN	OFFICE CLERICAL JOB AD	22.13
	UNIFIRST CORP.	530-345-00	WASTE COLL. UNIFORMS	JUNE 2022 ALL DEPT UNIFORM	1,224.55
		530-341-00	SHOP MAINTENANCE	MAY 2022 ALL DEPT UNIFORMS	1,234.05
	HOTSY EQUIPMENT CO	530-343-00	TRUCK MAINTENANCE	SERVICE PRESSURE WASHER	245.00
	WV PUBLIC EMPLOYEES INSURANC	530-105-00	WASTE EMPLOYEE INSUR	WASTE JUNE HEALTH INS	8,485.00
		530-105-00	WASTE EMPLOYEE INSUR	WAS JUN 2022 RETIREE SUBSI	672.00
	MATHENY MOTOR TRUCK CO	530-343-00	TRUCK MAINTENANCE	SENSOR FOR R-7 & SWITCH	106.92
	WORLDWIDE-JANE LEW	530-343-00	TRUCK MAINTENANCE	WATER PUMP KIT FOR R-3	226.11
	NAPA-AMTOWER AUTO SUPPLY	530-343-00	TRUCK MAINTENANCE	55 GAL ANTIFREEZE	518.78
		530-343-00	TRUCK MAINTENANCE	WIRE WHEEL	4.38
		530-343-00	TRUCK MAINTENANCE	BATTERY FOR R-20	148.36
		530-343-00	TRUCK MAINTENANCE	STROBE LIGHTS & FITTINGS	219.45
		530-343-00	TRUCK MAINTENANCE	STROBE LIGHTS & FITTINGS	2.00
		530-343-00	TRUCK MAINTENANCE	STROBE LIGHTS FITTINGS	114.48
		530-343-00	TRUCK MAINTENANCE	HYD FITTINGS	84.90
		530-343-00	TRUCK MAINTENANCE	LIGHT BULBS & FILTERS R-7	1.06
		530-343-00	TRUCK MAINTENANCE	AIR HOSE FOR TOOL TRUCK	69.47
	07-06-2022 12:57 AM		DISBURSEMENTS 6-01-22 TO 6-30-22		
FUND: WASTE COLLECTION					
DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
WASTE DEPARTMENT		530-343-00	TRUCK MAINTENANCE	HYD HOSE & FTTGS R-3	36.87
	TATE COMMUNICATIONS	530-999-00	COLLECTION MISCELLAN	REPAIR PHONE LINE (4443)	159.25
	HOLTZ INDUSTRIES INC	530-343-00	TRUCK MAINTENANCE	CAMERA & MONITOR FOR R1	544.00
	DODSON BROS EXTERMINATING CO	530-341-00	SHOP MAINTENANCE	WASTE DEPT PEST CNTRL MAY	70.00
	FIRST COMMUNITY BANK	530-459-01	TOTER SYSTEM	WAS JUN 2022 TOTER PYMT	5,315.25
	WV MUNICIPAL LEAGUE	530-226-00	COMP, UNEMPL & INSUR	WASTE 4TH QTR 2022 UNEMPLO	1,205.34
	WV PUBLIC EMPLOYEES RETIREME	530-106-00	WASTE EMPLOYEE RETIR	WV RETIREMENT CONTRIBUTION	1,447.83
		530-106-00	WASTE EMPLOYEE RETIR	WV RETIREMENT CONTRIBUTION	1,511.96
		530-106-00	WASTE EMPLOYEE RETIR	WV RETIRE TIER2 CONTRIBUTI	829.44
		530-106-00	WASTE EMPLOYEE RETIR	WV RETIRE TIER2 CONTRIBUTI	854.89
	SYLVESTER W. LOWTHER	530-343-00	TRUCK MAINTENANCE	HYD HOSE FOR R-8	236.07
	TOTAL EQUIPMENT SOLUTIONS	530-343-00	TRUCK MAINTENANCE	DRY VALVE KIT	2,302.71
	ENTERPRISE FM TRUST	530-459-00	WASTE COLL. NEW EQUI	25PQXL 2022 CHEVY EQUINOX	797.87
		530-459-00	WASTE COLL. NEW EQUI	22WCPJ 2019 RAM 1500 PYMT	635.79
		530-459-00	WASTE COLL. NEW EQUI	22RKXV 2019 FORD F-150 PYM	371.39
	JOHN BOGGESS dba VJG ASSOCIA	530-999-00	COLLECTION MISCELLAN	GLOVES	844.74
	US CELLULAR	530-213-00	WASTE COLL. UTILITIE	642-1651 613-0113 0002	61.82
		530-213-00	WASTE COLL. UTILITIE	677-4586 3862 3867	143.15
	SPRINT	530-213-00	WASTE COLL. UTILITIE	ALL DEPT MAY 2022 GEOTABS	128.46
	RELIABLE TIRE COMPANY	530-343-00	TRUCK MAINTENANCE	11R24.5 & 11R22.5 CAPS	1,314.00
		530-343-00	TRUCK MAINTENANCE	(2) 11R-24.5 CAPS	200.00
	TOOLS ETC	530-341-00	SHOP MAINTENANCE	WISE GRIPS & GRINGING WHE	97.00
	ST JOSEPH HOSPITAL OF BUCKHA	530-999-00	COLLECTION MISCELLAN	LAB RESULTS TERRY HAWKINS	70.00
		530-999-00	COLLECTION MISCELLAN	LAB RESULTS AARON REED	50.00
	INTERNAL REVENUE SERVICE	530-104-00	WASTE COLL. F.I.C.A.	FICA WITHHELD AND MATCHED	1,517.46
		530-104-00	WASTE COLL. F.I.C.A.	FICA WITHHELD AND MATCHED	1,585.71
		530-104-00	WASTE COLL. F.I.C.A.	MEDICARE WITHHELD & MATCHE	354.89
		530-104-00	WASTE COLL. F.I.C.A.	MEDICARE WITHHELD & MATCHE	370.85
	AMAZON.COM	530-341-00	SHOP MAINTENANCE	PCRD-GRINDER WRENCH	10.99
		530-341-00	SHOP MAINTENANCE	PCRD-BLASTER LUBRICANT WEL	67.99
		530-999-00	COLLECTION MISCELLAN	PCRD-BOOTS FOR BJ TEETS	139.95
	PAYFLEX	530-105-00	WASTE EMPLOYEE INSUR	WAS JUNE 2022 HSA FEES	52.00
	FLEET HOSTER LLC	530-343-00	TRUCK MAINTENANCE	PCRD-CAMERA SERVICE R8	19.00
		530-343-00	TRUCK MAINTENANCE	PCARD-CAMERA SERV R-8	19.01
		530-343-00	TRUCK MAINTENANCE	PCRD-CAMERA SERV R-8	19.01
	AT&T MOBILITY	530-213-00	WASTE COLL. UTILITIE	304-677-3862 JERRY ARNOLD	70.57
	HOMETOWN OUTFITTERS	530-345-00	WASTE COLL. UNIFORMS	PCRD-SAFETY TEE SHIRTS	410.00
		530-345-00	WASTE COLL. UNIFORMS	PCRD-SAFETY TEE SHIRTS	595.00
	WORLD FUEL SERVICES, INC.	530-343-01	GAS & OIL EXPENSE 1,	WASTE FUEL BILL MAY 2022	11,306.42
	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	62.84
		530-213-00	WASTE COLL. UTILITIE	304-003-2273-060600-4	24.18
	TRAVELERS INSURANCE	530-226-00	COMP, UNEMPL & INSUR	WASTE MAY 2022 PREMIUM	5,442.55
	**PAYROLL EXPENSES			6/01/2022 - 6/30/2022	50,306.16
				TOTAL:	105,418.90
RECYCLING DEPARTMENT	MON POWER	531-213-00	UTILITIES	110088931701 RECYCLING CEN	291.75
	VALLEY STEEL SERVICE	531-343-02	EQUIPMENT MAINTENANC	STEEL FOR DUMPSTERS	748.44
	SOUTHERN STATES COOP INC	531-343-01	FUEL - RECYCLING CEN	PROPANE FOR FORK LIFTS	119.48
	WV PUBLIC EMPLOYEES INSURANC	531-105-00	GROUP INSURANCE	WASTE JUNE HEALTH INS	1,196.00
		531-105-00	GROUP INSURANCE	WAS JUN 2022 RETIREE SUBSI	144.00
	NAPA-AMTOWER AUTO SUPPLY	531-343-00	TRUCK MAINTENANCE	BRAKES & ROTOR FOR R-14	272.46
	531-343-00	TRUCK MAINTENANCE	BRAKES & ROTOR FOR R-14	92.74	
	531-343-00	TRUCK MAINTENANCE	BRAKES & ROTOR FOR R-14	183.76	

07-06-2022 12:57 AM

DISBURSEMENTS 6-01-22 TO 6-30-22

FUND: WASTE COLLECTION

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	WV MUNICIPAL LEAGUE	531-226-00	INSURANCE & BONDS	WASTE 4TH QTR 2022 UNEMPLO	88.01
	WV PUBLIC EMPLOYEES RETIREME	531-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	385.28
		531-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	369.42
	SPRINT	531-213-00	UTILITIES	ALL DEPT MAY 2022 GEOTABS	128.46
	INTERNAL REVENUE SERVICE	531-104-00	FICA TAX	FICA WITHHELD AND MATCHED	237.67
		531-104-00	FICA TAX	FICA WITHHELD AND MATCHED	227.83
		531-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	55.59
		531-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	53.29
	PEOPLES NATURAL GAS	531-213-00	UTILITIES	200008184083 RECYCLE CENTE	19.54
	AMAZON.COM	531-343-00	TRUCK MAINTENANCE	PCRD-GRINDING WHEELS	101.43
	KENNY ALEXANDER	531-399-00	MISCELLANEOUS	REIMBURSE CDL LICENSE 2022	30.75
	PAYFLEX	531-105-00	GROUP INSURANCE	WAS JUNE 2022 HSA FEES	9.75
	CORRIDOR H TIRE INC	531-343-00	TRUCK MAINTENANCE	ALIGNMENT FOR R-14 & TIRE	16.00
		531-343-00	TRUCK MAINTENANCE	ALIGNMENT FOR R-14 & TIRE	69.98
	WORLD FUEL SERVICES, INC.	531-343-01	FUEL - RECYCLING CEN	WASTE FUEL BILL MAY 2022	947.08
		531-343-00	TRUCK MAINTENANCE	275 GAL DEF FLUID	739.75
	**PAYROLL EXPENSES			6/01/2022 - 6/30/2022	7,547.06
				TOTAL:	14,075.52
LANDFILL	STURM ENVIRONMENTAL SERVICES	532-216-01	TREATMENT OF LEACHAT	MAY LAB TESTS	148.00
	HARRISON RURAL ELECTRIC	532-216-01	TREATMENT OF LEACHAT	TURKEY RUN LNFILL JUNE 20	242.59
				TOTAL:	390.59
TRANSFER STATION	MON POWER	533-213-00	UTILITIES	110088931610 MUD LICK RD	162.72
	UNIFIRST CORP.	533-345-00	UNIFORMS	JUNE 2022 ALL DEPT UNIFORM	268.60
		533-345-00	UNIFORMS	MAY 2022 ALL DEPT UNIFORMS	272.35
	WV PUBLIC EMPLOYEES INSURANC	533-105-00	GROUP INSURANCE	WASTE JUNE HEALTH INS	868.00
		533-105-00	GROUP INSURANCE	WAS JUN 2022 RETIREE SUBSI	96.00
	J F ALLEN CO	533-999-00	MISCELLANEOUS TRANSF	3/4 CR FOR PARKING LOT	582.85
	JERRY W RICE	533-460-00	TIPPING FEES	54 UNITS FREON EVACUATION	1,350.00
	DINN BROS	533-999-00	MISCELLANEOUS TRANSF	PCRD-CORRECTED PLAQUE LAMB	21.18
		533-999-00	MISCELLANEOUS TRANSF	PCRD-RETIREMENT PLAQUE D L	107.50
	STURM ENVIRONMENTAL SERVICES	533-216-00	DRAINAGE EXPENSE TRA	MAY LAB TESTS	137.00
	BRECHBUHLER SCALES INC	533-343-00	EQUIPMENT MAINTENANC	SCALES INSPECTION	840.15
	LOWES BUSINESS ACCOUNTS	533-999-00	MISCELLANEOUS TRANSF	CLEANING SUPPLIES	49.94
	WV MUNICIPAL LEAGUE	533-226-00	INSURANCE & BONDS	WASTE 4TH QTR 2022 UNEMPLO	126.89
	WV PUBLIC EMPLOYEES RETIREME	533-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	354.91
		533-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	339.97
	CITIZENS BANK OF WV	533-459-00	NEW EQUIPMENT	WAS 2018 GARBAGE TRK JUN 2	2,239.50
	SPRINT	533-213-00	UTILITIES	ALL DEPT MAY 2022 GEOTABS	128.46
	WALMART STORES INC -BUCKHANN	533-999-00	MISCELLANEOUS TRANSF	PCRD-TOILET PAPER PAPER TO	125.56
	INTERNAL REVENUE SERVICE	533-104-00	FICA TAX	FICA WITHHELD AND MATCHED	218.82
		533-104-00	FICA TAX	FICA WITHHELD AND MATCHED	209.56
		533-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	51.18
		533-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	49.01
	PEOPLES NATURAL GAS	533-213-00	UTILITIES	200008184349 WASTE COLL	73.23
	AMAZON.COM	533-999-00	MISCELLANEOUS TRANSF	PCRD-INK FOR SCALEHOUSE PR	113.97
	TIRE AND RUBBER INC	533-460-00	TIPPING FEES	TIRE DISPOSAL 4/6/22-6/27/	1,547.50
	PAYFLEX	533-105-00	GROUP INSURANCE	WAS JUNE 2022 HSA FEES	6.50
	WM CORPORATE SERVICES, INC.	533-460-00	TIPPING FEES	MAY 2022 TIPPING FEES	55,842.94
		533-460-00	TIPPING FEES	CD TIPPING FEES 5/16-5/31/	4,984.92
		533-460-00	TIPPING FEES	CD TIPPING FEES 6/1/22-6/1	5,692.79
	LITTLE ROSE ENTERPRISES	533-343-00	EQUIPMENT MAINTENANC	PCRD-REPAIR STARTER ON SKI	51.50
	WORLD FUEL SERVICES, INC.	533-343-01	FUEL/OIL TRANSFER ST	WASTE FUEL BILL MAY 2022	9,916.94

07-06-2022 12:57 AM

DISBURSEMENTS 6-01-22 TO 6-30-22

FUND: WASTE COLLECTION

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	FRONTIER	533-213-00	UTILITIES	472-4443-101915-4 WASTE	62.83
	TRAVELERS INSURANCE	533-226-00	INSURANCE & BONDS	WASTE MAY 2022 PREMIUM	5,442.54
	**PAYROLL EXPENSES			6/01/2022 - 6/30/2022	6,948.69
				TOTAL:	99,284.50
WASTE OFFICE/BOARD	WV PUBLIC EMPLOYEES INSURANC	534-105-00	GROUP INSURANCE	WASTE JUNE HEALTH INS	841.41
		534-105-00	GROUP INSURANCE	WAS JUN 2022 RETIREE SUBSI	112.00
	DINN BROS	534-999-00	GEM & ADM MISC BILLI	PCRD-RETIREMENT PLAQUE KAT	102.00
	MICROSOFT STORE	534-999-00	GEM & ADM MISC BILLI	PCRD-COMPUTER COMPUTER PER	15.29
	WV MUNICIPAL LEAGUE	534-226-00	INSURANCE & BONDS	WASTE 4TH QTR 2022 UNEMPLO	151.74
	WV PUBLIC EMPLOYEES RETIREME	534-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	500.23
		534-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	505.01
		534-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	134.06
		534-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	170.78
	PAYROLL ACCOUNT (ALL DEPTS)	534-999-00	GEM & ADM MISC BILLI	MAY 2022 AA FEES	208.50
	COLLECTION ACCOUNT	534-999-00	GEM & ADM MISC BILLI	MAY 2022 CREDIT CARD FEES	1,209.52
	TOSHIBA FINANCIAL SERVICES	534-999-00	GEM & ADM MISC BILLI	CITY HALL COPIER LEASE JUN	37.49
		534-999-00	GEM & ADM MISC BILLI	CITY HALL COPIER LEASE JUN	144.01
	EMPLOYTEST	534-999-00	GEM & ADM MISC BILLI	PCRD-SKILLS TEST FOR CLERI	49.75
		534-999-00	GEM & ADM MISC BILLI	PCRD-SKILLS TEST FOR CLERI	37.25
		534-999-00	GEM & ADM MISC BILLI	PCRD-SKILLS TEST FOR CLERI	37.25
	INDEED.COM	534-999-00	GEM & ADM MISC BILLI	PCRD-CLERICAL POSITION AD	126.85
	WASTE COLLECTION BOARD	534-999-00	GEM & ADM MISC BILLI	JUNE 2022 LETTER OF CREDIT	234.37
	RAVEN ROCK NETWORKS INC	534-459-00	CAPTIAL EXPENSE	INVTRY & ASSESSMNT IT EQU	1,700.00
		534-999-00	GEM & ADM MISC BILLI	IT SERVICE CONTRACT JUN 20	266.25
	DAVID L HOWELL CPA	534-223-00	PROFESSIONAL SERVICE	3RD BILLING 2020-21 AUDIT	625.00
	WVNET	534-999-00	GEM & ADM MISC BILLI	WEB HOSTING 4TH QTR FY 22	18.75
	WALMART STORES INC -BUCKHANN	534-999-00	GEM & ADM MISC BILLI	CLEANING SUPP. CITY HALL	33.98
	DELUX BUSINESS FORMS	534-999-00	GEM & ADM MISC BILLI	PCRD- COLLECTION ACCT DEP	107.34
		534-999-00	GEM & ADM MISC BILLI	PCRD-COLLECTION ACCT DEP S	50.27
	INTERNAL REVENUE SERVICE	534-104-00	FICA TAX	FICA WITHHELD AND MATCHED	393.01
		534-104-00	FICA TAX	FICA WITHHELD AND MATCHED	495.82
		534-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	91.92
		534-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	116.00
	AMAZON.COM	534-999-00	GEM & ADM MISC BILLI	PCRD-STAPLES	2.67
		534-999-00	GEM & ADM MISC BILLI	PCRD-TAPE LABELS MIC STAND	6.73
		534-999-00	GEM & ADM MISC BILLI	PCRD-BINDERS TOWELS STICKY	27.04
	PAYFLEX	534-105-00	GROUP INSURANCE	WAS JUNE 2022 HSA FEES	6.50
	U.S. POSTAL SERVICE (CMRS-FP	534-218-00	POSTAGE	JUNE 2022 POSTAGE	250.00
	FP FINANCE PROGRAM	534-218-00	POSTAGE	MAILER & INSERTER PYMT JUN	94.30
	INFOUSA MARKETING, INC.	534-999-00	GEM & ADM MISC BILLI	POLK CITY DIRECTORY	112.50
	STATE OF WV DHHR	534-999-00	GEM & ADM MISC BILLI	REF OVER PYMT ON PLEDGE	30.67
	ROSSMAN & CO/PCB CORP	534-999-00	GEM & ADM MISC BILLI	UTL DEBT COLLECTION MAY 20	118.50
	TRAVELERS INSURANCE	534-226-00	INSURANCE & BONDS	WASTE MAY 2022 PREMIUM	5,442.53
	IDENTOGO	534-999-00	GEM & ADM MISC BILLI	BACKGRND CK OLIVIA HAMNER	32.50
	SUDDENLINK	534-999-00	GEM & ADM MISC BILLI	CITY HALL INTERNET JUNE 20	58.85
	**PAYROLL EXPENSES			6/01/2022 - 6/30/2022	14,343.75
				TOTAL:	29,042.39

Mrs. Jenkins noted that the fuel surcharge recommendation from the PSC will be placed on the next agenda.

Mayor Skinner commented that the Waste Collection Board needs to consider these recommendations from the WVPSC when they are submitted. Fuel costs have increased substantially.

Mrs. Jenkins also noted that the truck ordered last year is still not reflecting in the expenditures as it has not been delivered.

D. Department Report

Director of Public Works-Jerry Arnold presented and explained the following information.

D.1 Recycling Center Report:

City of Buckhannon Recycling Center			
		DATE:	June-22
Inventory & Balance Sheet			
	Uproc.	Proc.	Total
ONP	1.5	2.13	3.63
OCC	0.75	5.06	5.81
MGOP	0.4	4.1	4.5
STEEL	0.4	4.44	4.84
ALUM.	0.14	0.67	0.81
E-WASTE	0	0.89	0.89
Pete #1	0.1	7.29	7.39
No. 2	0.4	2.13	2.53
Total	3.69	26.71	30.4
Inventory 7/1/22			30.4
Inventory 6/1/22			30.75
Diff.			-0.35
Loads Shipped			48.3
Total Diff. Inventory & Loads Shipped			47.95
Total Received			47.95
Less Garbage			0
Total			47.95
Residential Curbside			
840			
Appliances	Iron	Total	Total \$
47760	0	47760	\$2,571.90
Yard Debris			
5000			

D.2 Transfer Station Report:

City of Buckhannon Transfer Station Totals			
June		2022	
Total Transactions		3286	
Total Weight		1541.57	
Total Cash Received		\$38,333.28	
Total City Trucks		\$73,036.30	876.98 tons
Total Charge		\$20,770.01	
Grand total		\$132,139.59	
Total C/D Material		298.85	
Total Commercial/Residential		1242.72	
Bulky Goods	Steel	Waste	Total
		3.2	4.33
			7.53



## **E.2 Ordinance No. 458 Modifying the Qualifications for Members of the City's Waste and Water Boards:**

Mayor Skinner further explained the reasoning for adopting this ordinance. This allows for an expanded pool to select qualified Board Members.

### **ORDINANCE NO. 458 OF THE CITY OF BUCKHANNON, AN ORDINANCE AMENDING, IN PART, ORDINANCE NOS. 117 AND 126 OF THE CITY OF BUCKHANNON, MODIFYING THE QUALIFICATIONS FOR MEMBERS OF THE CITY'S WATER BOARD AND WASTE COLLECTION BOARD**

---

WHEREAS, in Ordinance No. 126, the City of Buckhannon established its Water Board to administer the City's drinking water utility operations; and,

WHEREAS, in Ordinance No. 117, the City established its Waste Collection Board to administer the solid waste collection and disposal operations it offers to its customers within and outside of the municipal limits; and,

WHEREAS, pursuant to West Virginia Code §8-19-19 and §8-16-4, the City has wide latitude in setting the qualifications for members of those respective boards; and,

WHEREAS, upon due consideration, the Council of the City of Buckhannon has determined that it is in the best interest of those respective boards to modify the qualifications for membership on said boards, to provide for and allow the possibility of the appointment of board members who live outside of the municipal limits in certain cases; and,

WHEREAS, the Council of the City of Buckhannon desires in all respects to comply with the statutes of the State of West Virginia and further with the administrative rules and regulations of the Public Service Commission of West Virginia insofar as the establishment and administration of its several utility operations is concerned.

NOW, THEREFORE, BE IT ORDAINED AND ENACTED BY THE COUNCIL OF THE CITY OF BUCKHANNON, AS FOLLOWS:

#### **ARTICLE I – AMENDING ORDINANCE NO. 126: QUALIFICATIONS FOR MEMBERS OF THE BUCKHANNON WATER BOARD:**

Ordinance No. 126 of the City of Buckhannon is amended to provide as follows:

- a) The Water Board of the City of Buckhannon shall consist of five (5) members. One of the members shall be, *ex officio*, the Mayor of the City of Buckhannon, who shall be Chairman or Chairwoman of the Board; two of the members shall be members of the Council City of Buckhannon, *ex officio*, designated by the Council; two of the members shall be residents of Upshur County, West Virginia, who reside within the direct retail service area of the City of Buckhannon Water Board. Members of the Water Board serving *ex officio* shall have all the privileges and powers of membership during their term or terms, including the ability to vote on matters before the board. For purposes of clarity, the “direct retail service area” of the City of Buckhannon Water Board excludes the service area of any entity, association, company, or Public Service District which purchases water on a wholesale basis from the City of Buckhannon Water Board.
- b) The term of each member of the Water Board, excepting the Mayor, expires on June 30, annually, or at such time thereafter as their successors are named and qualified.
- c) All other terms and provisions of the said Ordinance No. 126 not expressly modified hereby remain in full force and effect.

#### **ARTICLE II - AMENDING ORDINANCE NO. 117: QUALIFICATIONS FOR MEMBERS OF THE BUCKHANNON WASTE COLLECTION BOARD:**

Ordinance No. 117 of the City of Buckhannon is amended to provide as follows:

- a) The Waste Removal Board of the City of Buckhannon shall consist of three (3) members. One of the members shall be, *ex officio*, the Mayor of the City of Buckhannon, who shall be Chairman or Chairwoman of the Board; two of the members shall be residents of Upshur County, West Virginia, who reside within service area of the City of Buckhannon Waste Collection Board. Members of the Water Board serving *ex officio* shall have all the privileges and powers of membership during their term or terms, including the ability to vote on matters before the board.
- b) The term of each member of the Water Board, excepting the Mayor, expires on June 30, annually, or at such time thereafter as their successors are named and qualified.
- c) All other terms and provisions of the said Ordinance No. 117 not expressly modified hereby remain in full force and effect.

**ARTICLE III - SEVERABILITY:** In the event that any provision(s) of this Ordinance is determined to be unconstitutional or invalid by a court exercising competent jurisdiction, such determination shall not affect the validity of this Ordinance as a whole or the provisions thereof which are not specifically held to be unconstitutional or invalid other than that provision(s) which is specifically determined to be unconstitutional or invalid.

ARTICLE IV - EFFECTIVE DATE: This Ordinance shall be deemed effective immediately following thirty (30) days from the second (2<sup>nd</sup>) reading, passage and adoption by the Council of the City of Buckhannon, i.e., July 16, 2022.

FIRST READING:	June 2, 2022
SECOND READING, PASSAGE, AND ADOPTION:	June 16, 2022

Robert N. Skinner, III, Mayor

CERTIFICATE OF ENACTMENT

I, Randall H. Sanders, City Recorder, do hereby certify that the foregoing Ordinance No. 458 was lawfully ordained and enacted by the Council of the City of Buckhannon at a regular session of the said Council assembled on June 16, 2022.

Randall H. Sanders, City Recorder

**F. Consent Agenda**

**F.1 Approval of Minutes 06-02-2022:**

**Motion Randall/Skinner to approve the minutes. Motion carried.**

**G. Strategic Issues for discussion or vote:**

None

**H. Board Members Comments and Announcements:**

Mayor Skinner notes that Director Arnold asked for an executive session to discuss personnel matter.

Board Member Randall commented the large increase in fuel in the past month.

Mayor Skinner commented on the retirement of Mr. Lambert

**Motion Randall/Skinner to adjourn into executive session at 7:53 am to discuss personnel. Motion carried.**

**Meeting adjourned 8:20 am.**

<b>Mayor Robert N. Skinner III</b>	_____
------------------------------------	-------

<b>City Recorder Randall H. Sanders</b>	_____
---	-------