

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, May 5, 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
Shelia Lewis-Sines	Board Member	Present
Scott Randall	Board Member	Absent
Jay Hollen	City Engineer	Present - GTM
Jerry Arnold	Director of Public Works	Present
Brad Hawkins	Street Commissioner	Present
Amberle Jenkins	Assistant Recorder/Director of Finance	Present
Tom O'Neill	City Attorney	Present - GTM

Guests: Brian Williams, Assistant Waste Supervisor

***City of Buckhannon Waste Collection Board Meeting– 7:30 a.m. in the Council Chambers of City Hall –
Meeting Agenda for Thursday, May 5, 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 April 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 City Council on 4/21/22 Authorized the Elimination of Rental Fees Paid by the Waste Collection Board for the Use of Space at the 395 Mudlick Road Public Works Facility
 - E.2 Waterline Upgrade at the Site of the Future Training Facilities at 444 Mudlick Road-Waive Labor & Equipment Costs by Water Dept. & Sanitary Dept.
- F. Consent Agenda**
 - F.1 Approval of Minutes: 04/07/2022
- G. Strategic Issues for Discussion and/or Vote**
 - G.1 Approval Employee Hire-Administrative Position
 - G.2 Request Refund on Waste Collection Bill-5977 RT 20 South Road
 - G.3 Approval Waste Collection Board Budget FY 2022/2023
 - G.4 Approval Pay Increase Shayla Gowers – Office Staff
- H. Board Members Comments and Announcements**
- I. Adjournment**

Posted 04/29/2022

A. Call to Order - The meeting was called to order by Mayor Skinner 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.

B. Recognized Guests:

B.1 David Perrine was recognized and without objection, *G.2 Request Refund on Waste Collection Bill-5977 RT 20 South Road* was brought to the table for discussion and/or vote. Mr. Perrine confirmed that he had discontinued his waste pickup service and was now bringing his waste to the Transfer Station. He continued to be billed for the pickup service and once he brought that to our attention was refunded one month service of \$21.21. He feels that he is due an additional refund of one to two months. After discussion, it was determined that he is due an additional refund for one month and it was recommended that he be sent another check in the amount of \$21.21.

Motion to authorize a refund of \$21.21 on the Waste Collection Bill for 5977 RT 20 South Road, Adrian was made by Skinner/Lewis-Sines. Motion carried.

C. Financial Report - Amby Jenkins

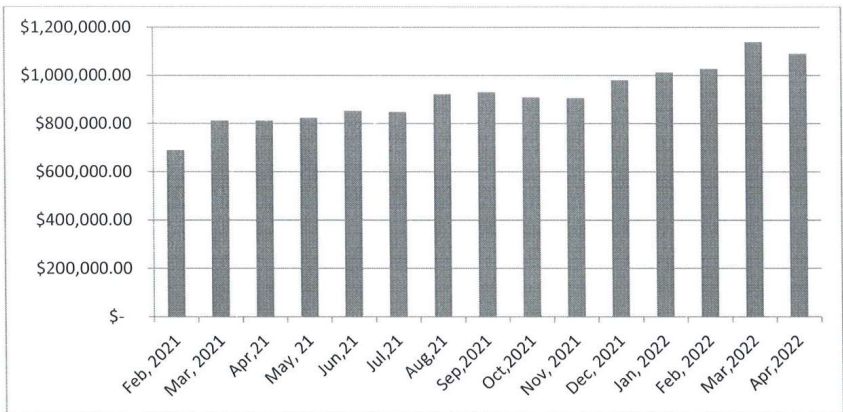
C.1 April 2022- Amby Jenkins presented the following financial report:

WASTE BOARD CITY OF BUCKHANNON BALANCE SHEET

Balance April 30, 2022

Money Market & Checking	\$ 1,090,309.40
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

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

404-WASTE COLLECTION

% OF YEAR COMPLETED: 83.33

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	2,514.78	0.00 (1,014.78)	167.65
404-303-003-00 RECYCLE-OCC-CARDBOARD	22,300	3,067.40	25,326.59	0.00 (3,026.59)	113.57
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	8,492.31	81,119.20	0.00	3,880.80	95.43
TOTAL TAXES	150,257	11,559.71	150,827.86	0.00 (570.86)	100.38
OTHER FEES						
404-341-000-00 FUEL SURCHARGE	94,000	16,212.73	88,688.59	0.00	5,311.41	94.35
TOTAL OTHER FEES	94,000	16,212.73	88,688.59	0.00	5,311.41	94.35
UTILITY BILLINGS						
404-350-000-00 WASTE COLLECTION BILLINGS	2,534,000	250,579.46	2,351,093.46	0.00	182,906.54	92.78
TOTAL UTILITY BILLINGS	2,534,000	250,579.46	2,351,093.46	0.00	182,906.54	92.78
HEALTH AND SAFETY						
404-355-000-00 TRANSFER ST/LANDFILL RECE	354,883	34,710.25	354,956.33	0.00 (73.33)	100.02
TOTAL HEALTH AND SAFETY	354,883	34,710.25	354,956.33	0.00 (73.33)	100.02
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	900.00	2,700.00	0.00 (900.00)	150.00
TOTAL GRANTS	1,800	900.00	2,700.00	0.00 (900.00)	150.00
INTRA FUND 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 INTRA FUND CONTR/CHARGES	200	0.00	150.00	0.00	50.00	75.00
OTHER REVENUE						
404-380-000-00 INTEREST	200	0.00	186.95	0.00	13.05	93.48
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	4,093.38	29,827.99	0.00	172.01	99.43
404-399-000-02 GAIN ON DISPOSAL OF ASSET	0	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER REVENUE	30,800	4,093.38	30,014.94	0.00	785.06	97.45
TOTAL REVENUE	3,165,940	318,055.53	2,978,431.18	0.00	187,508.82	94.08

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

404-WASTE COLLECTION

% OF YEAR COMPLETED: 83.33

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	69,791.47	505,034.59	0.00	123,965.41	80.29
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	5,325.29	38,487.26	0.00	9,712.74	79.85
404-530-105-00 WASTE EMPLOYEE INSURANCE	153,000	13,368.50	123,098.66	0.00	29,901.34	80.46
404-530-106-00 WASTE EMPLOYEE RETIREMENT	61,000	6,770.55	47,306.67	0.00	13,693.33	77.55
TOTAL SALARIES & BENEFITS	891,200	95,255.81	713,927.18	0.00	177,272.82	80.11
CONTRACTUAL SERVICES						
404-530-213-00 WASTE COLL. UTILITIES	17,000	869.88	9,344.42	0.00	7,655.58	54.97
404-530-226-00 COMP, UNEMPL & INSURANCE	58,000	0.00	44,221.34	0.00	13,778.66	76.24
TOTAL CONTRACTUAL SERVICES	75,000	869.88	53,565.76	0.00	21,434.24	71.42
COMMODITIES						
404-530-341-00 SHOP MAINTENANCE	40,000	7,758.15	37,199.56	0.00	2,800.44	93.00
404-530-341-05 SAFETY EQUIPMENT	0	0.00	0.00	0.00	0.00	0.00
404-530-343-00 TRUCK MAINTENANCE	88,000	4,988.80	74,875.47	0.00	13,124.53	85.09
404-530-343-01 GAS & OIL EXPENSE 1,2,3,4	98,000	11,872.90	84,175.70	0.00	13,824.30	85.89
404-530-344-00 MAINTENANCE OTHER DEPTS.	2,000	0.00	0.00	0.00	2,000.00	0.00
404-530-345-00 WASTE COLL. UNIFORMS	13,000	0.00	9,797.26	0.00	3,202.74	75.36
TOTAL COMMODITIES	241,000	24,619.85	206,047.99	0.00	34,952.01	85.50
CAPITAL OUTLAY						
404-530-459-00 WASTE COLL. NEW EQUIPMENT	117,800	1,300.66	108,290.50	0.00	9,509.50	91.93
404-530-459-01 TOTER SYSTEM	69,000	5,854.68	58,196.47	0.00	10,803.53	84.34
TOTAL CAPITAL OUTLAY	186,800	7,155.34	166,486.97	0.00	20,313.03	89.13
CONTRIBUTIONS						
404-530-561-00 DUMPSTERS (NEW)	36,000	0.00	31,651.00	0.00	4,349.00	87.92
TOTAL CONTRIBUTIONS	36,000	0.00	31,651.00	0.00	4,349.00	87.92
NON-OPERATING EXPENSES						
404-530-999-00 COLLECTION MISCELLANEOUS	20,000	701.48	17,418.17	0.00	2,581.83	87.09
TOTAL NON-OPERATING EXPENSES	20,000	701.48	17,418.17	0.00	2,581.83	87.09
TOTAL WASTE DEPARTMENT	1,450,000	128,602.36	1,189,097.07	0.00	260,902.93	82.01

RECYCLING DEPARTMENT
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SALARIES & BENEFITS						
404-531-103-00 RECYCLING SALARIES	100,000	11,299.82	81,686.51	0.00	18,313.49	81.69
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	862.96	6,222.67	0.00	1,427.33	81.34

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

404-WASTE COLLECTION

% OF YEAR COMPLETED: 83.33

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	18,685.68	0.00	6,214.32	75.04
404-531-106-00 GROUP RETIREMENT	10,000	1,129.97	8,168.65	0.00	1,831.35	81.69
TOTAL SALARIES & BENEFITS	142,550	14,642.50	114,763.51	0.00	27,786.49	80.51
CONTRACTUAL SERVICES						
404-531-213-00 UTILITIES	4,900	438.34	4,403.67	0.00	496.33	89.87
404-531-226-00 INSURANCE & BONDS	4,500	211.25	3,193.38	0.00	1,306.62	70.96
TOTAL CONTRACTUAL SERVICES	9,400	649.59	7,597.05	0.00	1,802.95	80.82
COMMODITIES						
404-531-343-00 TRUCK MAINTENANCE	13,000	0.00	9,995.29	0.00	3,004.71	76.89
404-531-343-01 FUEL - RECYCLING CENTER	11,000	1,050.60	8,662.13	0.00	2,337.87	78.75
404-531-343-02 EQUIPMENT MAINTENANCE	9,000	0.00	5,299.84	0.00	3,700.16	58.89
404-531-399-00 MISCELLANEOUS	5,000	0.00	2,015.85	0.00	2,984.15	40.32
TOTAL COMMODITIES	38,000	1,050.60	25,973.11	0.00	12,026.89	68.35
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	16,342.69	148,333.67	0.00	41,616.33	78.09

LANDFILL
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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	381.65	18,987.02	0.00	6,112.98	75.65
TOTAL CONTRACTUAL SERVICES	25,100	381.65	18,987.02	0.00	6,112.98	75.65

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 25,100 381.65 18,987.02 0.00 6,112.98 75.65

TRANSFER STATION
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SALARIES & BENEFITS						
404-533-103-00 SALARIES TRANSFER STATION	105,000	10,166.76	75,370.13	0.00	29,629.87	71.78
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	775.56	5,749.27	0.00	2,283.73	71.57
404-533-105-00 GROUP INSURANCE	17,200	970.50	13,257.28	0.00	3,942.72	77.08

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

404-WASTE COLLECTION

% OF YEAR COMPLETED: 83.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
404-533-106-00 GROUP RETIREMENT	10,400	1,016.69	7,536.99	0.00	2,863.01	72.47
TOTAL SALARIES & BENEFITS	140,633	12,929.51	101,913.67	0.00	38,719.33	72.47
CONTRACTUAL SERVICES						
404-533-213-00 UTILITIES	10,500	705.43	6,781.64	0.00	3,718.36	64.59
404-533-216-00 DRAINAGE EXPENSE TRANSFER	9,500	137.00	1,920.00	0.00	7,580.00	20.21
404-533-226-00 INSURANCE & BONDS	20,000	198.08	11,937.62	0.00	8,062.38	59.69
TOTAL CONTRACTUAL SERVICES	40,000	1,040.51	20,639.26	0.00	19,360.74	51.60
COMMODITIES						
404-533-343-00 EQUIPMENT MAINTENANCE	17,000	0.00	14,078.38	0.00	2,921.62	82.81
404-533-343-01 FUEL/OIL TRANSFER STA. 7,	65,900	10,450.10	59,827.99	0.00	6,072.01	90.79
404-533-343-02 MAINTENANCE TRUCK/TRAILER	40,000	4,374.37	27,883.18	0.00	12,116.82	69.71
404-533-345-00 UNIFORMS	4,000	0.00	2,007.89	0.00	1,992.11	50.20
TOTAL COMMODITIES	126,900	14,824.47	103,797.44	0.00	23,102.56	81.79
CAPITAL OUTLAY						
404-533-459-00 NEW EQUIPMENT	124,000	5,665.08	88,080.68	0.00	35,919.32	71.03
404-533-460-00 TIPPING FEES	858,000	128,413.15	761,238.36	0.00	96,761.64	88.72
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	134,078.23	849,319.04	0.00	132,680.96	86.49
NON-OPERATING EXPENSES						
404-533-999-00 MISCELLANEOUS TRANSFER ST	6,500	0.00	4,036.29	0.00	2,463.71	62.10
TOTAL NON-OPERATING EXPENSES	6,500	0.00	4,036.29	0.00	2,463.71	62.10
TOTAL TRANSFER STATION	1,296,033	162,872.72	1,079,705.70	0.00	216,327.30	83.31

WASTE OFFICE/BOARD
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SALARIES & BENEFITS

404-534-101-00 WASTE BOARD OFFICERS SALA	12,000	1,000.00	10,000.00	0.00	2,000.00	83.33
404-534-103-00 CLERK, ATTORNEY, ENGINEER	178,000	18,966.71	139,411.48	0.00	38,588.52	78.32
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	1,527.43	11,195.17	0.00	2,421.83	82.21
404-534-105-00 GROUP INSURANCE	17,200	959.91	12,919.38	0.00	4,280.62	75.11
404-534-106-00 GROUP RETIREMENT	18,040	1,872.35	13,397.64	0.00	4,642.36	74.27
404-534-107-00 INT EXP EXCAVATOR LOAN	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	238,857	24,326.40	186,923.67	0.00	51,933.33	78.26

CONTRACTUAL SERVICES

404-534-218-00 POSTAGE	13,200	1,473.66	10,644.10	0.00	2,555.90	80.64
404-534-219-00 RENT	10,000	0.00	10,000.00	0.00	0.00	100.00
404-534-223-00 PROFESSIONAL SERVICES (LE	12,800	0.00	6,374.84	1,000.00	5,425.16	57.62

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

404-WASTE COLLECTION

% OF YEAR COMPLETED: 83.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
404-534-226-00 INSURANCE & BONDS	15,000	210.74	8,088.01	0.00	6,911.99	53.92
TOTAL CONTRACTUAL SERVICES	51,000	1,684.40	35,106.95	1,000.00	14,893.05	70.80
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	8,000	385.83	7,105.06	0.00	894.94	88.81
TOTAL CAPITAL OUTLAY	8,000	385.83	7,105.06	0.00	894.94	88.81
NON-OPERATING EXPENSES						
404-534-999-00 GEM & ADM MISC BILLING EX	51,000	4,761.58	49,439.49	0.00	1,560.51	96.94
TOTAL NON-OPERATING EXPENSES	51,000	4,761.58	49,439.49	0.00	1,560.51	96.94
TOTAL WASTE OFFICE/BOARD	356,857	31,158.21	285,185.08	1,000.00	70,671.92	80.20
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	339,357.63	2,721,308.54	1,000.00	595,631.46	82.05
REVENUE OVER/(UNDER) EXPENDITURES	(152,000)	(21,302.10)	257,122.64	(1,000.00)	(408,122.64)	168.50-

Waste April 2022 Payment of Bills

\$5,037.00– CRANE 1 SERVICES –SERVICE & PARTS BRIDGE CRANE

\$2,925.73- MERLOT VANGO TARPING SOLUTION- TARPS FOR TRAILER

\$104,922.68 – WM CORPORATE SERVICES - FEBRUARY & MARCH 2022 TIPPING FEES

\$17,150.52 – WM CORPORATE SERVICES – MARCH & APRIL CD TIPPING FEES

\$5,589.95 – TIRE AND RUBBER – MARCH 2022 TIRE & CD DISPOSAL

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DISBURSEMENT 4-1-22 TO 4-30-22

FUND: WASTE COLLECTION

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
		533-104-00	FICA TAX	FICA WITHHELD AND MATCHED	210.43
		533-104-00	FICA TAX	FICA WITHHELD AND MATCHED	208.56
		533-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	49.01
		533-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	49.22
		533-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	48.78
	PEOPLES NATURAL GAS	533-213-00	UTILITIES	200008184349 WASTE COLL	244.85
	LIPPS WRECKER SERVICE	533-343-02	MAINTENANCE TRUCK/TR	PCRD-TOWED R8	670.19
	TIRE AND RUBBER INC	533-460-00	TIPPING FEES	MARCH 2022 TIRE & CD DISPO	5,589.95
	PAYFLEX	533-105-00	GROUP INSURANCE	WASTE APR 2022 HSA FEES	6.50
	WM CORPORATE SERVICES, INC.	533-460-00	TIPPING FEES	PCRD-FEB 2022 TIPPING FEES	46,150.65
		533-460-00	TIPPING FEES	MARCH 2022 TIPPING FEES	58,772.03
		533-460-00	TIPPING FEES	3/16/22-3/31/22 CD TIPPING	9,073.21
		533-460-00	TIPPING FEES	CD TIPPINGS FEES 4/1-4/15/	8,077.31
	WORLD FUEL SERVICES, INC.	533-343-01	FUEL/OIL TRANSFER ST	WASTE FUEL BILL MARCH 2022	10,450.10
	FRONTIER	533-213-00	UTILITIES	472-4443-101915-4 WASTE	61.58
	DALE MOYERS ENTERPRISES LLC	533-343-02	MAINTENANCE TRUCK/TR	PCRD- SEAT REPAIR	550.00
	**PAYROLL EXPENSES			4/01/2022 - 4/30/2022	10,166.76
				TOTAL:	162,872.72
WASTE OFFICE/BOARD	WV PUBLIC EMPLOYEES INSURANC	534-105-00	GROUP INSURANCE	WASTE APR 2022 HEALTH INS	841.41
		534-105-00	GROUP INSURANCE	WASTE APR 2022 RETIREE SUB	112.00
	WESTFIELD INSURANCE	534-226-00	INSURANCE & BONDS	4-1-22 TO 4-1-23 QTRLY PYM	210.74
	TATE COMMUNICATIONS	534-999-00	GEM & ADM MISC BILLI	ENABLE PHONE PAGING	68.25
	LOWES BUSINESS ACCOUNTS	534-999-00	GEM & ADM MISC BILLI	SQUEEGEE	1.19
	WV PUBLIC EMPLOYEES RETIREME	534-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	501.67
		534-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	500.12
		534-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	499.26
		534-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	154.96
		534-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	108.34
		534-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	108.00
	BUCKHANNON POSTMASTER	534-218-00	POSTAGE	PERMIT #10 POSTAGE	750.00
	PAYROLL ACCOUNT (ALL DEPTS)	534-999-00	GEM & ADM MISC BILLI	MARCH 2022 AA FEES	224.56
	COLLECTION ACCOUNT	534-999-00	GEM & ADM MISC BILLI	MARCH 2022 CREDIT CARD FEE	1,286.66
	TOSHIBA FINANCIAL SERVICES	534-999-00	GEM & ADM MISC BILLI	CITY HALL COPIER LEASE 4/9	144.01
	WASTE COLLECTION BOARD	534-999-00	GEM & ADM MISC BILLI	APR 2022 LETTER OF CREDIT	234.37
		534-999-00	GEM & ADM MISC BILLI	MAR 2022 LETTER OF CREDIT	234.37
	RAVEN ROCK NETWORKS INC	534-999-00	GEM & ADM MISC BILLI	IT SERVICE CONTRACT APR 20	212.50
	CITIZENS BANK OF WV	534-459-00	NEW COMPUTER CAPITAL	MAY 2022 COMPUTER SERV PYM	385.83
	WVNET	534-999-00	GEM & ADM MISC BILLI	WEB HOSTING 3RD QUARTER FY	18.75
	WALMART STORES INC -BUCKHANN	534-999-00	GEM & ADM MISC BILLI	CLEANING SUPP CITY HALL	27.57
		534-999-00	GEM & ADM MISC BILLI	SUPPLIES FOR CITY HALL	35.31
		534-999-00	GEM & ADM MISC BILLI	CLEANING SUPP CITY HALL	26.99
	INTERNAL REVENUE SERVICE	534-104-00	FICA TAX	FICA WITHHELD AND MATCHED	483.96
		534-104-00	FICA TAX	FICA WITHHELD AND MATCHED	377.69
		534-104-00	FICA TAX	FICA WITHHELD AND MATCHED	376.25
		534-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	113.21
		534-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	88.34
		534-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	87.98
	AMAZON.COM	534-999-00	GEM & ADM MISC BILLI	PCRD-BATTERIES PAPER CHARG	62.52
	PAYFLEX	534-105-00	GROUP INSURANCE	WASTE APR 2022 HSA FEES	6.50
	FP MAILING SOLUTIONS	534-218-00	POSTAGE	PCRD-POSTAGE	129.36
	U.S. POSTAL SERVICE (CMRS-FP	534-218-00	POSTAGE	APR 2022 PSTG 2ND PYMT	250.00
		534-218-00	POSTAGE	APRIL 2022 POSTAGE	250.00
	FP FINANCE PROGRAM	534-218-00	POSTAGE	MAILER & INSERTER PYMT APR	94.30

05-04-2022 10:44 AM

DISBURSEMENT 4-1-22 TO 4-30-22

FUND: WASTE COLLECTION

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	TYLER TECHNOLOGIES INC	534-999-00	GEM & ADM MISC BILLI	UTIL BILLING IVR, SITE, NO	1,968.12
	ROSSMAN & CO/PCB CORP	534-999-00	GEM & ADM MISC BILLI	UTL DEBT COLLECTION MAR 20	157.18
	SUDDENLINK	534-999-00	GEM & ADM MISC BILLI	CITY HALL INTERNET APRIL 2	59.23
	**PAYROLL EXPENSES			4/01/2022 - 4/30/2022	19,966.71
				TOTAL:	31,158.21

Motion to approve the April 2022 Financial Report was made by Skinner/Lewis-Sines.

Without objection, *G.3 Approval Waste Collection Board Budget FY 2022/2023* was moved to the table for discussion and/or vote. Mrs. Jenkins presented, and provided an overview of, the 2022-2023 proposed draft budget to the Board.

WASTE		2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	Waste Dept Requests not in budget	
		actual	ACTUAL	actual	actual	actual thru Dec.	proposed budget		
	ESTIMATE CASH ON HAND July 1 begin yr			0.00	393,539.00		393,000.00		
-404	303-002-00	RECYCLE-ALUMINUM	6,466.20	1,121.89	969.60	4,919.15	1,289.28	1,500.00	
-404	303-003-00	RECYCLE-OCC-CARDBOARD	22,451.90	16,020.10	3,648.07	14,413.95	12,329.24	2,000.00	
-404	303-004-00	RECYCLE-MGOPS/O-WOFFICE PAPER	2,870.95		0.00	0.00	3,882.60	0.00	
-404	303-005-00	RECYCLE-HDPE-MILK JUGS		1,859.80	0.00	881.25	31,189.60	27,400.00	
-404	303-006-00	RECYCLE-ONP-NEWSPAPER	4,203.30	2,948.19	1,808.80	4,913.10	2,384.09	2,000.00	
-404	316-000-00	DUMPSTERS	1,885.00	1,580.00	2,070.00	8,570.00	4,411.00	2,000.00	
-404	317-000-00	DUMPSR RENTAL	82,764.00	88,675.13	92,896.04	92,092.98	48,129.96	85,000.00	
-404	341-000-00	FUEL SURCHARGE	97,247.29	119,422.00	128,447.81	80,229.40	48,515.81	69,000.00	
	TOTER FEE							proposed new fee	
	DEPOSIT							proposed new fee	
-404	350-000-00	WASTE COLLECTION BILLINGS	2,417,912.32	2,555,496.85	2,574,676.75	2,668,658.25	1,422,760.86	2,534,000.00	
-404	355-000-00	TRANSFER ST/LANDFILL RECEIPTS	296,256.52	320,324.05	387,902.45	435,326.79	236,940.08	310,000.00	
-404	366-000-00	STATE GRANTS		30,000.00	20,000.00	0.00	0.00	0.00	
-404	368-000-00	CONTRIBUTION FROM UCSWA	3,600.00	3,600.00	3,600.00	3,600.00	900.00	0.00	
-404	370-000-01	LATE CHARGES			0.00		0.00	0.00	
-404	370-000-02	CUSTOMER BILL FEES	256.09	275.00	350.00	175.00	75.00	200.00	
-404	380-000-00	INTEREST	526.51	876.98	2,295.20	897.95	115.57	200.00	
-404	381-000-00	MAINT BILLING OTHER DEPTS.	3,653.15	6,276.93	2,557.56	1,702.24	0.00	600.00	
-404	399-000-00	WASTE COLL. MISCELLANEOUS	44,975.61	29,354.05	35,083.95	147,440.52	17,905.79	30,000.00	
-404	399-000-02	GAIN ON DISPOSAL OF ASSET				1,837.50	0.00		
	TOTAL REVENUES	2,985,068.84	3,177,830.97	3,256,306.23	3,465,658.08	1,830,828.88	3,063,900.00		
	TOTAL EST. BAL. ON HAND				3,859,197.08	1,830,828.88	3,456,900.00		
-404	530-103-00	WASTE EMPLOYEES SALARIES	653,032.37	667,315.74	617,936.53	628,143.72	295,055.95	629,000.00	longevity?add\$9830.
-404	530-104-00	WASTE COLL. F.I.C.A.	49,594.49	50,749.19	47,005.36	47,807.65	22,483.47	48,200.00	longevity?add 752.
-404	530-105-00	WASTE EMPLOYEE INSURANCE	234,149.75	244,500.00	274,838.74	149,044.56	79,799.00	167,382.00	
-404	530-106-00	WASTE EMPLOYEE RETIREMENT	69,986.60	61,370.51	59,656.65	59,746.33	27,562.07	56,610.00	
-404	530-213-00	WASTE COLL. UTILITIES	14,663.28	19,766.22	16,906.83	12,517.21	5,714.40	18,100.00	
-404	530-226-00	COMP. UNEMPL & INSURANCE	43,794.02	48,552.60	42,828.59	48,178.71	31,147.93	58,000.00	
-404	530-341-00	SHOP MAINTENANCE	37,394.90	48,558.32	32,661.19	43,836.03	13,724.32	42,480.00	
-404	530-341-05	SAFETY EQUIPMENT (boots,safetyglasses,gloves)			0.00	0.00	0.00	10,000.00	
-404	530-343-00	TRUCK MAINTENANCE	54,136.91	59,936.62	57,870.04	69,628.53	55,489.50	80,000.00	cost of repairs up
-404	530-343-01	GAS & OIL EXPENSE 1,2,3,4,5,10	70,732.71	91,120.56	74,343.28	75,252.14	47,906.42	90,000.00	
-404	530-344-00	MAINTENANCE OTHER DEPTS.	2,032.75	4,129.04	1,534.62	1,617.09	0.00	2,200.00	
-404	530-345-00	WASTE COLL. UNIFORMS	12,086.20	12,278.28	13,257.29	13,323.78	5,426.18	13,900.00	
-404	530-459-00	WASTE COLL. NEW EQUIPMENT	92,357.75	96,848.44	92,367.70	91,517.30	95,527.68	143,632.00	enterprise lease \$485,964.33\$53mth,474 mth; 22mt Garbage Trk\$1,405mth;19 Int Rd Trctr ltrk\$2,305mth;Plus New S&T annually finance \$292T \$5860 mth pd off in Oct
-404	530-459-01	TOTER SYSTEM	31,557.00	63,105.69	63,470.19	66,355.69	34,777.75	23,500.00	Plus \$15T cnc machine & 20T 5th whl wrecker; not budgeted 2023 Garbage Trk not delivered until 2024 \$2400per mth =63800.
	CONTRIBUTIONS								
-404	530-561-00	DUMPSTERS (NEW)	15,104.00	15,794.00	12,530.00	12,386.00	29,651.00	30,000.00	
-404	530-999-00	COLLECTION MISCELLANEOUS EXP	20,828.28	12,952.48	16,506.92	16,103.63	12,588.57	16,000.00	
-404	531-103-00	RECYCLING SALARIES	93,558.70	93,759.52	94,253.03	94,389.03	47,766.38	100,000.00	longevity?add\$2210
-404	531-104-00	FICA TAX	7,110.92	7,133.36	7,179.29	7,189.82	3,638.74	7,650.00	longevity \$170
-404	531-105-00	GROUP INSURANCE	35,000.00	35,823.60	28,932.00	21,406.36	13,102.44	24,000.00	
									</

-404	531-106-00	GROUP RETIREMENT	10,291.51	9,376.01	9,425.36	9,438.96	4,776.66		9,000.00				
-404	531-213-00	UTILITIES	4,400.62	4,426.29	4,672.84	5,825.95	2,563.37		5,300.00				
-404	531-226-00	INSURANCE & BONDS	4,341.44	6,638.61	4,475.18	3,003.08	2,022.66		4,500.00				
-404	531-343-00	TRUCK MAINTENANCE	5,859.14	9,366.80	9,797.22	7,843.69	6,484.11		13,000.00				
-404	531-343-01	FUEL - RECYCLING CENTER	7,063.77	7,846.94	7,516.17	6,164.98	5,520.12		11,000.00				
-404	531-343-02	EQUIPMENT MAINTENANCE	9,941.02	8,993.82	2,953.38	4,471.45	3,471.81		9,600.00				
-404	531-399-00	MISCELLANEOUS	4,414.38	4,850.48	2,852.86	5,465.87	1,999.69		5,400.00				
-404	531-459-00	CAPITAL OUTLAY - NEW EQUIP.		11,000.00	0.00				0.00				
-404	532-216-00	TESTING/MONITOR WELLS	500.00		0.00				0.00				
-404	532-216-01	TESTING OF LEACHATE	27,105.62	35,507.50	32,482.95	28,357.98	5,878.50		35,000.00				
-404	533-103-00	SALARIES TRANSFER STATION	87,005.15	84,369.23	86,161.80	88,709.72	44,757.44		105,000.00	longevity?add\$3290.			\$ 3,290.00
-404	533-104-00	FICA TAX	6,638.68	6,435.54	6,610.11	6,808.63	3,418.62		8,033.00	longevity?add\$252			\$ 252.00
-404	533-105-00	GROUP INSURANCE	22,800.00	22,100.00	28,835.88	15,084.56	9,259.04		16,000.00				
-404	533-106-00	GROUP RETIREMENT	9,570.65	8,385.97	8,615.99	8,870.75	4,475.68		9,450.00				
-404	533-213-00	UTILITIES	7,541.29	7,265.38	6,555.78	7,258.42	2,799.90		11,200.00				
-404	533-216-00	DRAINAGE EXPENSE TRANSFER STA	1,588.00	1,622.00	1,588.00	1,215.00	7,510.14		3,192.00				
-404	533-226-00	INSURANCE & BONDS	18,320.85	19,479.22	18,022.35	14,145.66	10,191.50		20,000.00				
-404	533-343-00	EQUIPMENT MAINTENANCE	16,373.19	24,081.57	20,011.95	22,047.30	7,945.45		20,000.00				
-404	533-343-01	FUEL/OIL TRANSFER STA. 7.11	43,334.77	46,637.06	44,258.56	50,000.00	33,762.51		60,000.00				
-404	533-343-02	MAINTENANCE TRUCK/TRAILERS	37,446.99	40,001.56	29,147.37	34,005.64	5,183.24		40,000.00				
-404	533-345-00	UNIFORMS	3,503.08	3,260.32	3,520.78	3,171.62	1,133.59		4,000.00				
-404	533-459-00	NEW EQUIPMENT	23,561.00	40,701.66	93,011.78	71,417.18	65,420.36	18 International \$2240mth+\$2305 mthfor new truck+\$1121closet optr	85,192.00	18 International \$2240mth+\$1121closeto pitr; New lowboy appr by CC \$8000yr split 4 ways.	Plus \$1405mth close top trailer. \$20T software not in budget\$36,860 in this budget		
-404	533-460-00	TIPPING FEES	752,747.74	807,125.01	883,305.76	869,444.76	485,457.61		950,000.00				
-404	533-464-00	STATE GRANT			114,995.00								
-404	533-470-00	TIRE DISPOSAL											
-404	533-478-00	ROAD MAINTENANCE	1,717.02	2,601.24	0.00	0.00		blacktop rd ask jeff is still doing this	10,000.00	blacktop rd ask Jerry is still doing this			
-404	533-999-00	MISCELLANEOUS TRANSFER STAT	9,882.19	5,115.05	4,993.41	1,730.72	2,602.69		5,300.00				
-404	534-101-00	WASTE BOARD OFFICERS SALARIES	13,836.72	13,367.58	11,400.00	11,600.00	6,000.00		12,000.00				
-404	534-103-00	CLERK, ATTORNEY, ENGINEER SAL	169,131.84	167,501.48	173,797.45	166,116.57	82,127.36		160,000.00	current FT office staff making less than \$15 per hr	longevity?? 1865		\$ 1,865.00
-404	534-104-00	FICA TAX	13,984.19	13,811.56	14,131.15	13,575.04	6,508.76		12,500.00		longevity		\$ 143.00
-404	534-105-00	GROUP INSURANCE	31,000.00	29,999.53	24,649.29	15,874.50	8,939.80		17,200.00				
-404	534-106-00	GROUP RETIREMENT	18,168.66	15,913.88	17,264.98	16,692.22	7,766.54		16,020.00	reduced to 9%			
-404	534-218-00	POSTAGE	9,197.47	7,928.13	8,872.67	10,672.52	5,152.77		12,000.00				
-404	534-219-00	RENT	10,000.00	10,000.00	10,000.00	10,000.00	0.00		10,000.00				
-404	534-223-00	PROFESSIONAL SERVICES (LEGAL)	18,195.19	14,304.46	5,714.25	7,568.51	1,241.50	Bks \$5300; Audit\$2500	10,000.00	6500 bks new cpa; 3500 audit			
-404	534-226-00	INSURANCE & BONDS	14,122.08	12,511.76	12,985.51	10,423.25	7,553.81		15,000.00				
-404	534-353-00	PSC ASSESSMENTS	9,538.52	8,290.12	7,711.17	6,609.91	6,609.91		8,000.00				
-404	534-459-00	NEW COMPUTER CAPITAL OUTLAY	3,547.43	3,714.95	6,004.96	4,629.96	5,116.81	server payment	5,000.00	207 main office update - split 4 ways aprvd by CC to update main office cubicles, separation walls have been modified twice, some desks are in need of repair <			

April 2022:

City of Buckhannon Recycling Center			
		DATE:	April-22
Inventory & Balance Sheet			
	Uproc.	Proc.	Total
ONP	0.7	21.38	22.08
OCC	1.4	9.9	11.3
MGOP	0.7	3.42	4.12
STEEL	0.1	4.44	4.54
ALUM.	0.1	0.31	0.41
E-WASTE	0	0	0
Pete #1	0.06	6	6.06
No. 2	0.3	1.45	1.75
Total	3.36	46.9	50.26

Inventory 4/1/22	62.21
Inventory 5/1/22	50.26
Diff.	-11.95
Loads Shipped	45.76
Total Diff. Inventory & Loads Shipped	33.81
Total Received	33.81
Less Garbage	0
Total	33.81

Residential Curbside 1120			
Appliances	Iron	Total	Total \$
38060	4580	42640	\$3,097.00
Yard Debris 5000			

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

City of Buckhannon Transfer Station Totals			
April		2022	
Total Transactions		3169	
Total Weight		1403.29	
Total Cash Received		\$36,253.25	
Total City Trucks		\$66,208.27	795.06 tons
Total Charge		\$18,056.38	
Grand total		\$120,517.90	
Total C/D Material		268.77	
Total Commercial/Residential		1134.52	
Bulky Goods	Steel	Waste	Total
	3.2	3.75	6.95

E. Correspondence and Information

E.1 City Council on 4/21/22 Authorized the Elimination of Rental Fees Paid by the Waste Collection Board for the Use of Space at the 395 Mudlick Road Public Works Facility


City Council Meeting 04/21/2022:
Discussion and approval to authorize the Elimination of Rental Fees paid by the Waste Collection Board for use of space at 395 Mudlick Road Public Works facility.

Mr. Arnold and Ms. Jenkins explained that the property to be used by the Fire and possibly the Police Department as a training facility is located on the Waste Collection property which included a building owned by the Waste Collection Board. Other Departments may also benefit from the training facility. Rather than charge General Fund rent for this facility property and then charge Waste Collection for use of General fund owned property, they propose no rent would be assessed to either fund for as long as the facilities are used by the respective departments.

Motion Rylands/Thomas to waive rental charge to the Waste Collection Board for space used at 395 Mudlick Road in exchange for space used at 444 Mudlick Road that will be used as a training facility for emergency services and training space for other departments. The rent will be waived unless the departments no longer wish to use these properties. Motion carried. City Council 04/21/22.

E.2 Waterline Upgrade at the Site of the Future Training Facilities at 444 Mudlick Road- Waive Labor & Equipment Costs by Water Dept. & Sanitary Dept.

City of Buckhannon
70 East Main Street
Buckhannon, WV 26201

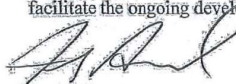


4/4/2022

Phone: 304.472.1651
TDD: 304.472.9550
Fax: 304.472.0934

Mayor and City Council Members,

I requested the City of Buckhannon Water Department to prepare an estimate to extend the 6" water main line and to install a fire hydrant on the north side of the second gate at the City of Buckhannon's Waste Facility at 444 Mud Lick Rd. The line extension will require a road bore under Mud Lick Rd, that the Sewer Department will undertake. The purpose of this project is to provide water at an adequate flow and pressure for the new training facilities. The total cost for the project is estimated at \$30,282.45. This includes labor and equipment costs for both water and sewer departments. I would like to request from each of the respective boards to waive the labor and equipment costs on this project. The total of which is \$8714.00 for Water and \$11520.00 for Sewer. My approach to the boards will be that once this facility is completed it will benefit all city operations. One of the training courses that will be offered is a trench rescue course that will directly benefit both departments. The remaining balance of \$10048.45 I am asking that City Council fund to facilitate the ongoing development of the training facility.


Jerry Arnold
City of Buckhannon
Director of Public Works
70 E. Main St.
Buckhannon, WV 26201
P: 304-472-1651 ext. 1000
C: 304-677-3862

Water Department
City of Buckhannon
70 East Main Street
Buckhannon, West Virginia 26201
(304) 472-2530 fax (304) 472-4620

Invoice No.

INVOICE

Customer

Name

Street Department

Address

City

Buckhannon

State

wv

ZIP

26201

Phone

Date

3/14/2022

Order No.

Rep

Jerry Wamsley

FOB

Qty	Description	Unit Price	TOTAL
1	6" AFC M&J Gate Valve	\$620.00	\$620.00
50 Ft	16" Steel Casing	\$36.50	\$1,825.00
6	16"X6" casing Spacers	\$110.00	\$660.00
3	6" M&J 90s	\$110.00	\$110.00
180 ft	6" C-900 DR 14 pipe	\$16.00	\$2,880.00
1	6" Himax Coupling	\$275.00	\$275.00
2	16" X 6" Casing Boots	\$55.00	\$110.00
60 ft	3/4 Allthread	\$4.00	\$240.00
16	3/4 Allthread Nuts	\$0.75	\$12.00
7	6" Grip Ring Gland Kits	\$62.50	\$437.50
10	60 lb bags of sackret	\$7.00	\$70.00
2	6" M&J 22.5	\$84.00	\$168.00
1	B84B American Flow Hydrant	\$2,465.00	\$2,465.00
1	Valve Box Assembly	\$90.00	\$90.00
1	Asortiment of blocks	\$25.00	\$25.00
8	Dug-Lugs	\$4.25	\$34.00
5	Men at 40 hours	\$32.32	\$6,464.00
20	Hours Back Hoe	\$50.00	\$1,250.00
40	Hours Service Truck	\$25.00	\$1,000.00
2 Lb	Seed	\$1.49	\$2.98
3 Bales	Straw	\$7.99	\$23.97
50 Ft	Bore & Jack	\$200.00	\$10,000.00
16 Hrs	Bore Pit Excavation Labor	\$80.00	\$1,280.00
16 Hrs	Bore Pit Excavation Equipment	\$15.00	\$240.00
SubTotal			\$30,282.45
Shipping & Handling			\$0.00
Taxes			
TOTAL			\$30,282.45

Payment Details

☒ Cash

☐ Check

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F. Consent Agenda

F.1 Approval of Minutes: 04/07/2022

Motion to approve the Regular Meeting Minutes of 04/07/2022 was made by Lewis-Sines/Skinner. Motion carried.

G. Strategic Issues for discussion and/or vote

G.1 Approval Employee Hire-Administrative Position – Amby Jenkins reported that Kathy Holt will be retiring in July and Amby is requesting approval to hire a new employee to fill her position prior to her retirement for training to take place.

Motion to approve an employee hire for an administrative position was made by Lewis-Sines/Skinner. Motion carried.

G.2 Request Refund on Waste Collection Bill-5977 RT 20 South Road – Action taken earlier in the meeting.

G.3 Approval Waste Collection Board Budget FY 2022/2023 – Action taken earlier in the meeting.

G.4 Approval Pay Increase Shayla Gowers – Office Staff – Amby Jenkins provided an overview of her request for a pay increase for Shayla Gowers - office staff.

Motion to increase Shayla Gowers to \$16.00 per hour and Alice Teets to \$15.00 per hour was made by Skinner/Lewis-Sines. Motion carried.

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 – Mayor Skinner thanked all the employees for their efforts, hard work, and patience that they exhibit during stressful situations.

J. Adjournment

The Chair adjourned the meeting at 8:45 AM.

Mayor Robert Skinner III

City Recorder Randall H. Sanders
