

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

Robbie Skinner	Mayor	Present
Randy Sanders	City Recorder	Present
CJ Rylands	Board Member	Present
Scott Randall	Board Member	Present
Jay Hollen	City Engineer	Absent
Jerry Arnold	Director of Public Works	Present
Amberle Jenkins	Assistant Recorder/Director of Finance	Present
Tom O'Neill	City Attorney	Absent

***City of Buckhannon Waste Collection Board 7:30 a.m., at City Hall in Council Chambers
Meeting Agenda for Thursday, November 3, 2022***

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- A. Call to Order**
A.1 Moment of Silence
A.2 Pledge to the Flag of the United States of America
- B. Recognized Guests**
B.1
- C. Financial Report-Amby Jenkins**
C.1 October 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 DMRs 1st, 2nd & 3rd Quarter 2022
E.2 Notice: Waste Collection Department Accepting Applications for the following positions:
One Full-Time Mechanic and One Full-Time Truck Driver
- F. Consent Agenda**
F.1 Approval of Minutes: 10/06/2022
- G. Strategic Issues for Discussion and/or Vote**
G.1 Revisit Financing of the Truck Cab & Chassis (Back-order)
G.2 Financing of the 75 Cu. Yd. Closed Top Transfer Trailer
G.3 Waste Collection Board Budget Revision
G.4 Discussion/Possible Vote Waste Department Strategic/Operational Plan
G.5 Discussion/Possible Vote Recommendation from the PCS of WV: Per WV Code 24A-5-2a(d)
Permits a Motor Carrier Collecting & Hauling Solid Waste to change its rates on or after January 1, of each year, without filing an application for Commission, shall not exceed the index increase of 5.344% (MC General Order No 64.5 General Order No. 183.12)
- H. Board Members Comments and Announcements**
- I. Adjournment**

Posted 10/28/2022

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

B. Recognized Guests: None

C. Financial Report

C.1 October 2022 – Amby Jenkins presented and explained the following information:

WASTE BOARD
CITY OF BUCKHANNON
BALANCE SHEET

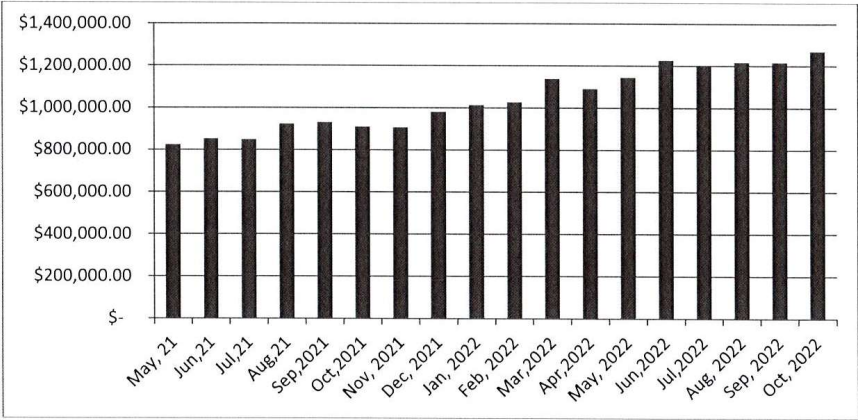
Balance October 31, 2022

Money Market & Checking \$ 1,268,899.46

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

Waste October 2022 Payment of Bills

- \$5,721.52– RELIABLE TIRE COMPANY- TRUCK TIRES & TRAILER TIRES
- \$5,472.00- WOODFORD OIL CO.-MOTOR & HYDRAULIC OIL
- \$19,088.29 – WORLD FUEL SERVICES – SEPT 2022 FUEL BILL
- \$1,100.00 – QUALITY HYDRAULICS INC – HYDRAULIC PUMP FOR 580K-1
- \$1,358.50 – ATCO INTERNATIONAL – 55 GAL DEODORIZER FOR TRANSFER STATION
- \$69,338.61 – WM CORPORATE SERVICES. – SEPT TIPPING FEES & CD DISPOSAL
- \$12,077.95 – CAPITOL BUSINESS EQUIPMENT – CITY HALL OFFICE FURNITURE
- \$2,520.94 – TYLER TECHNOLOGIES – YEARLY MAINT FEES,INSITE TRANSACTION FEES,BILLING NOTIFICATION FEES

11-02-2022 09:23 AM disbursements 10-01-22 to 10-31-22

FUND: WASTE COLLECTION

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
WASTE DEPARTMENT	MPL CORPORATION	530-999-00	COLLECTION MISCELLAN	OCT 2022 TOWER NTWK ACCESS	100.00
	MON POWER	530-213-00	WASTE COLL. UTILITIE	110088931545 WASTE GARAGE	85.47
	RECORD-DELTA NEWSPAPER	530-999-00	COLLECTION MISCELLAN	AD HIRING WASTE COLLECTION	53.50
	UNIFIRST CORP.	530-341-00	SHOP MAINTENANCE	ALL DEPT UNIFORMS OCT 2022	656.79
		530-341-00	SHOP MAINTENANCE	ALL DEPT UNIFORMS 9/1-9/22	827.49
	COLE TRUCK PARTS INC	530-343-00	TRUCK MAINTENANCE	AIR COMPRESSOR R-2	1,017.00
		530-343-00	TRUCK MAINTENANCE	GROMMETS LED SIGNAL	46.39
	ENCOVA INSURANCE	530-226-00	COMP, UNEMPL & INSUR	WCN6007140 9/2022-10/2022	3,189.65
	AIRGAS USA, LLC	530-341-00	SHOP MAINTENANCE	PCRD-SMALL STEEL MIX CYL	204.19
	WV PUBLIC EMPLOYEES INSURANC	530-105-00	WASTE EMPLOYEE INSUR	WASTE OCT 2022 HEALTH INS	7,161.76
		530-105-00	WASTE EMPLOYEE INSUR	WASTE OCT 2022 RETIREE'S I	910.00
	MATHENY MOTOR TRUCK CO	530-343-00	TRUCK MAINTENANCE	SURGE TANK R-3	167.37
		530-343-00	TRUCK MAINTENANCE	SURGE TANK CAP R-2	17.61
	NAPA-AMTOWER AUTO SUPPLY	530-343-00	TRUCK MAINTENANCE	GREASE, BULBS, THREAD LOC	202.19
	HARBOR FREIGHT TOOLS	530-341-00	SHOP MAINTENANCE	PCRD-C CLAMPS WRK LGHTS SO	133.43
	LOWES BUSINESS ACCOUNTS	530-341-00	SHOP MAINTENANCE	PEAT MOSS FLOOR DRY	91.12
	DODSON BROS EXTERMINATING CO	530-341-00	SHOP MAINTENANCE	PEST CONTROL SEPT 2022	70.00
	FIRST COMMUNITY BANK	530-459-01	TOTER SYSTEM	WAS OCT 2022 TOTER PYMT	5,315.25
	WV MUNICIPAL LEAGUE	530-226-00	COMP, UNEMPL & INSUR	WASTE OCT 2022 3RD QTR UNE	201.61
	WV PUBLIC EMPLOYEES RETIREME	530-106-00	WASTE EMPLOYEE RETIR	WV RETIREMENT CONTRIBUTION	1,333.72
		530-106-00	WASTE EMPLOYEE RETIR	WV RETIREMENT CONTRIBUTION	1,462.11
		530-106-00	WASTE EMPLOYEE RETIR	WV RETIRE TIER2 CONTRIBUTI	591.90
		530-106-00	WASTE EMPLOYEE RETIR	WV RETIRE TIER2 CONTRIBUTI	625.95

11-02-2022 09:23 AM

disbursements 10-01-22 to 10-31-22

FUND: WASTE COLLECTION

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	INDEED.COM	530-999-00	COLLECTION MISCELLAN	PCRD-WASTE MECHANIC	588.00
	ENTERPRISE FM TRUST	530-459-00	WASTE COLL. NEW EQUI	25XTJAN 2022 2500 DODGE RA	969.95
		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
		530-459-00	WASTE COLL. NEW EQUI	25PQXL 2022 CHEVY EQUINOX	239.24
		530-459-00	WASTE COLL. NEW EQUI	25XTJN 2022 RAM 2500 PYMT	0.00
	US CELLULAR	530-213-00	WASTE COLL. UTILITIE	ALL DEPT CELL PHONES OCT 2	61.99
		530-213-00	WASTE COLL. UTILITIE	ALL DEPT CELL PHONES OCT 2	143.63
	SPRINT	530-213-00	WASTE COLL. UTILITIE	ALL DEPT SEPT 2022 GEOTABS	139.25
	RELIABLE TIRE COMPANY	530-343-00	TRUCK MAINTENANCE	TRUCK TIRES	2,309.00
		530-343-00	TRUCK MAINTENANCE	TIRES GARBAGE TRKS	1,672.52
	DAKOTA ARNOLD	530-999-00	COLLECTION MISCELLAN	REIMB STEEL TOE BOOTS	254.29
	WOODFORD OIL COMPANY	530-343-01	GAS & OIL EXPENSE 1,	MOTOR AND HYDRAULIC OIL	5,472.00
	TOOLS ETC	530-341-00	SHOP MAINTENANCE	10- FLAP WHEELS	179.00
	ST JOSEPH HOSPITAL OF BUCKHA	530-999-00	COLLECTION MISCELLAN	LAB TEST TERRY HAWKINS	74.00
		530-999-00	COLLECTION MISCELLAN	LAB TEST DEAN HARRIS	53.00
		530-999-00	COLLECTION MISCELLAN	LAB TEST STEVEN MICHAEL	74.00
	WALMART STORES INC -BUCKHANN	530-341-00	SHOP MAINTENANCE	PCRD-6 CASES PAPER TOWELS	53.52
	INTERNAL REVENUE SERVICE	530-104-00	WASTE COLL. F.I.C.A.	FICA WITHHELD AND MATCHED	1,321.03
		530-104-00	WASTE COLL. F.I.C.A.	FICA WITHHELD AND MATCHED	1,430.55
		530-104-00	WASTE COLL. F.I.C.A.	MEDICARE WITHHELD & MATCHE	308.92
		530-104-00	WASTE COLL. F.I.C.A.	MEDICARE WITHHELD & MATCHE	334.54
	AMAZON.COM	530-341-00	SHOP MAINTENANCE	PCRD-SLACK ADJ PULLER	294.99
	PAYFLEX	530-105-00	WASTE EMPLOYEE INSUR	WASTE OCT 2022 HSA FEES	52.00
	ROTARY CLUB OF BUCKHANNON-UP	530-999-00	COLLECTION MISCELLAN	EMPLOYEE ROTARY BLOOD SCRE	213.75
	WORLD FUEL SERVICES, INC.	530-343-01	GAS & OIL EXPENSE 1,	WAS SEPT 2022 FUEL BILL	12,930.62
	FRONTIER	530-213-00	WASTE COLL. UTILITIE	472-1651-101515-4 CITY HAL	68.57
		530-213-00	WASTE COLL. UTILITIE	472-4443-101915-4 WASTE	70.86
		530-213-00	WASTE COLL. UTILITIE	304-003-2273-060600-4	24.17
	TRAVELERS INSURANCE	530-226-00	COMP, UNEMPL & INSUR	INS PREM AUTO LIAB OCT 202	1,124.27
	**PAYROLL EXPENSES			10/01/2022 - 10/31/2022	44,635.24
				TOTAL:	100,564.58

RECYCLING DEPARTMENT	MON POWER	531-213-00	UTILITIES	110088931701 RECYCLING CEN	338.46
	SOUTHERN STATES COOP INC	531-343-01	FUEL - RECYCLING CEN	PROPANE	97.96
	ENCOVA INSURANCE	531-226-00	INSURANCE & BONDS	WCN6007140 9/2022-10/2022	497.09
	WV PUBLIC EMPLOYEES INSURANC	531-105-00	GROUP INSURANCE	WASTE OCT 2022 HEALTH INS	1,235.28
		531-105-00	GROUP INSURANCE	WASTE OCT 2022 RETIREE'S I	210.00
	NAPA-AMTOWER AUTO SUPPLY	531-343-00	TRUCK MAINTENANCE	OIL, AIR FILTER R22	116.87
	WV PUBLIC EMPLOYEES RETIREME	531-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	340.09
		531-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	383.31
	SPRINT	531-213-00	UTILITIES	ALL DEPT SEPT 2022 GEOTABS	139.25
	STEVEN C RODEHEAVER	531-399-00	MISCELLANEOUS	2-BROOMS	152.00
	INTERNAL REVENUE SERVICE	531-104-00	FICA TAX	FICA WITHHELD AND MATCHED	233.07
		531-104-00	FICA TAX	FICA WITHHELD AND MATCHED	262.84
		531-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	54.52
		531-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	61.48
	PEOPLES NATURAL GAS	531-213-00	UTILITIES	200008184083 RECYCLE CENTE	12.50
	PAYFLEX	531-105-00	GROUP INSURANCE	WASTE OCT 2022 HSA FEES	9.75
	WORLD FUEL SERVICES, INC.	531-343-01	FUEL - RECYCLING CEN	WAS SEPT 2022 FUEL BILL	582.22

11-02-2022 09:23 AM

disbursements 10-01-22 to 10-31-22

FUND: WASTE COLLECTION

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	**PAYROLL EXPENSES			10/01/2022 - 10/31/2022	8,037.64
				TOTAL:	12,764.33
LANDFILL	HARRISON RURAL ELECTRIC	532-216-01	TREATMENT OF LEACHAT	TURKEY RUN LNDFILL ELEC 10	203.79
				TOTAL:	203.79
TRANSFER STATION	MON POWER	533-213-00	UTILITIES	110088931610 MUD LICK RD	189.87
	UNIFIRST CORP.	533-345-00	UNIFORMS	ALL DEPT UNIFORMS OCT 2022	202.80
		533-345-00	UNIFORMS	ALL DEPT UNIFORMS 9/1-9/22	193.14
	COLE TRUCK PARTS INC	533-343-02	MAINTENANCE TRUCK/TR	HM SET WHL SEAL SHOE	380.51
		533-343-02	MAINTENANCE TRUCK/TR	STARTING FLUID SHOE	332.15
		533-343-02	MAINTENANCE TRUCK/TR	SENDER FOR R16	147.99
		533-343-02	MAINTENANCE TRUCK/TR	REMAINING BALANCE INV22257	825.00
	ENCOVA INSURANCE	533-226-00	INSURANCE & BONDS	WCN6007140 9/2022-10/2022	455.67
	WV PUBLIC EMPLOYEES INSURANC	533-105-00	GROUP INSURANCE	WASTE OCT 2022 HEALTH INS	616.76
		533-105-00	GROUP INSURANCE	WASTE OCT 2022 RETIREE'S I	70.00
	QUALITY HYDRAULICS INC	533-343-00	EQUIPMENT MAINTENANC	HYD. PUMP FOR 580K-1	1,100.00
	NAPA-AMTOWER AUTO SUPPLY	533-343-00	EQUIPMENT MAINTENANC	PINS & DIRT TEETH 580K	59.67
	JERRY W RICE	533-460-00	TIPPING FEES	FREON REMOVAL	1,075.00
	ATCO INTERNATIONAL	533-343-00	EQUIPMENT MAINTENANC	55 GAL DEODORIZER FOR T/S	1,358.50
	WV PUBLIC EMPLOYEES RETIREME	533-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	196.52
		533-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	193.93
	SYLVESTER W. LOWTHER	533-343-00	EQUIPMENT MAINTENANC	HOSE FOR 580K-2 BACKHOE	75.08
	EMPLOYTEST	533-999-00	MISCELLANEOUS TRANSF	PCRD-NEW HIRE SKILLS TEST	99.50
	CITIZENS BANK OF WV	533-459-00	NEW EQUIPMENT	WAS 2018 GARBAGE TRK OCT	2,239.50
		533-459-00	NEW EQUIPMENT	WAS NOV 2022 CLOSED TOP TR	1,120.97
		533-459-00	NEW EQUIPMENT	WAS RD TRACTOR NOV 2022 PY	2,304.61
	SPRINT	533-213-00	UTILITIES	ALL DEPT SEPT 2022 GEOTABS	139.25
	RELIABLE TIRE COMPANY	533-343-02	MAINTENANCE TRUCK/TR	6 TRAILER TIRES	1,740.00
	INTERNAL REVENUE SERVICE	533-104-00	FICA TAX	FICA WITHHELD AND MATCHED	134.16
		533-104-00	FICA TAX	FICA WITHHELD AND MATCHED	132.38
		533-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	31.38
		533-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	30.96
	PEOPLES NATURAL GAS	533-213-00	UTILITIES	200008184349 WASTE COLL	20.42
	TIRE AND RUBBER INC	533-460-00	TIPPING FEES	TIRE DISPOSAL FEES SEPT 20	385.00
	PAYFLEX	533-105-00	GROUP INSURANCE	WASTE OCT 2022 HSA FEES	3.25
	WM CORPORATE SERVICES, INC.	533-460-00	TIPPING FEES	SEPT 2022 TIPPING FEES	54,963.50
		533-460-00	TIPPING FEES	CD TIPPING FEE 9/16/22-9/3	7,142.67
		533-460-00	TIPPING FEES	CD TIPPING FEE 10/3/22-10/	7,232.44
	NEWLONS INTERNATIONAL SALESL	533-343-02	MAINTENANCE TRUCK/TR	2 LATCHES R-11 & 19	144.00
	WORLD FUEL SERVICES, INC.	533-343-01	FUEL/OIL TRANSFER ST	275 GAL DEF FLUID	668.25
		533-343-01	FUEL/OIL TRANSFER ST	WAS SEPT 2022 FUEL BILL	5,575.45
	FRONTIER	533-213-00	UTILITIES	472-4443-101915-4 WASTE	70.87
	TRAVELERS INSURANCE	533-226-00	INSURANCE & BONDS	INS PREM AUTO LIAB OCT 202	1,124.26
	**PAYROLL EXPENSES			10/01/2022 - 10/31/2022	4,338.42
				TOTAL:	97,113.83
WASTE OFFICE/BOARD	ENCOVA INSURANCE	534-226-00	INSURANCE & BONDS	WCN6007140 9/2022-10/2022	26.12
	WV PUBLIC EMPLOYEES INSURANC	534-105-00	GROUP INSURANCE	WASTE OCT 2022 RETIREE'S I	23.34
	WV MUNICIPAL LEAGUE	534-226-00	INSURANCE & BONDS	WASTE OCT 2022 3RD QTR UNE	111.02
	WV PUBLIC EMPLOYEES RETIREME	534-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	285.47
		534-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	285.33
		534-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	221.97
		534-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	243.18

11-02-2022 09:23 AM

disbursements 10-01-22 to 10-31-22

FUND: WASTE COLLECTION

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	BUCKHANNON POSTMASTER	534-218-00	POSTAGE	PERMIT #10 POSTAGE	750.00
	PAYROLL ACCOUNT (ALL DEPTS)	534-999-00	GEM & ADM MISC BILLI	SEPTEMBER 2022 AA FEES	197.38
	THOMAS J O'NEILL	534-223-00	PROFESSIONAL SERVICE	OCT 2022 ATTORNEY FEES	1,250.00
		534-223-00	PROFESSIONAL SERVICE	NOV 2022 CONTRACT- ATTORNE	1,250.00
	COLLECTION ACCOUNT	534-999-00	GEM & ADM MISC BILLI	SEP 2022 CC FEES	1,240.24
	TOSHIBA FINANCIAL SERVICES	534-999-00	GEM & ADM MISC BILLI	CITY HALL COPIER LEASE OCT	149.49
	RAVEN ROCK NETWORKS INC	534-999-00	GEM & ADM MISC BILLI	TEAMVIEWER ANNUAL FEE	749.75
		534-999-00	GEM & ADM MISC BILLI	IT SVC CONTRACT OCT 2022	375.00
		534-999-00	GEM & ADM MISC BILLI	IT SVC FIX VPN; SCAN; W DR	118.12
	WALMART STORES INC -BUCKHANN	534-999-00	GEM & ADM MISC BILLI	CLEANING SUPPLIES CTY HAL	31.72
		534-999-00	GEM & ADM MISC BILLI	SHELVES JANITOR CLOSET	9.92
	INTERNAL REVENUE SERVICE	534-104-00	FICA TAX	FICA WITHHELD AND MATCHED	349.31
		534-104-00	FICA TAX	FICA WITHHELD AND MATCHED	440.95
		534-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	81.70
		534-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	103.13
	WV STATE AUDITOR	534-223-00	PROFESSIONAL SERVICE	AUDIT 6/30/2021	185.75
	AMAZON.COM	534-999-00	GEM & ADM MISC BILLI	PCRD-WEEKLY DESK CALENDAR	3.03
		534-999-00	GEM & ADM MISC BILLI	PCRD-SHARP EL CALCULATOR	18.91
		534-999-00	GEM & ADM MISC BILLI	PCRD-HANGING FILE FOLDER F	7.98
		534-999-00	GEM & ADM MISC BILLI	PCRD-FOAM STAMP PAD ETHERN	4.30
		534-999-00	GEM & ADM MISC BILLI	PCRD-CORR TAPE WHITE OUT T	4.48
		534-999-00	GEM & ADM MISC BILLI	PCRD-LGHT BULBS USA FLAG S	32.19
		534-999-00	GEM & ADM MISC BILLI	PCRD-SELF INKING STAMP REF	1.99
		534-999-00	GEM & ADM MISC BILLI	PCRD-CALCULATOR	13.74
		534-999-00	GEM & ADM MISC BILLI	PCRD-STAPLES METAL INCLINE	2.85
		534-999-00	GEM & ADM MISC BILLI	PCRD-COUPLER PHN LINE CONN	1.88
	PAYFLEX	534-105-00	GROUP INSURANCE	WASTE OCT 2022 HSA FEES	3.25
	ROTARY CLUB OF BUCKHANNON-UP	534-999-00	GEM & ADM MISC BILLI	EMPLOYEE ROTARY BLOOD SCRE	75.00
	U.S. POSTAL SERVICE (CMRS-FP	534-218-00	POSTAGE	OCT 2022 POSTAGE	250.00
	FP FINANCE PROGRAM	534-218-00	POSTAGE	MAILER & INSERTER PYMT OCT	107.31
	SUDDENLINK BUSINESS	534-999-00	GEM & ADM MISC BILLI	CITY HALL INTERNET OCT 202	214.62
	CAPITOL BUSINESS EQUIPMENT I	534-459-00	CAPTIAL EXPENSE	OFFICE FURNITURE @ CITY H	11,729.86
		534-999-00	GEM & ADM MISC BILLI	TASK CHAIRS	348.09
	TYLER TECHNOLOGIES INC	534-999-00	GEM & ADM MISC BILLI	PROJ ACTING & SCANNER YRLY	560.67
		534-999-00	GEM & ADM MISC BILLI	INSITE TRANSACTION FEES	1,897.19
		534-999-00	GEM & ADM MISC BILLI	UTL BILLING NOTIFICATTION C	63.08
	TRAVELERS INSURANCE	534-226-00	INSURANCE & BONDS	INS PREM AUTO LIAB OCT 202	1,124.26
	**PAYROLL EXPENSES			10/01/2022 - 10/31/2022	12,754.81
				TOTAL:	37,698.38

11-02-2022 09:29 AM

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

404-WASTE COLLECTION

% OF YEAR COMPLETED: 33.33

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	1,426.75	6,866.40	0.00 (4,866.40)	343.32
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	2,971.00	0.00 (971.00)	148.55
404-317-000-00 DUMPSTER RENTAL	85,000	8,496.11	34,686.69	0.00	50,313.31	40.81
TOTAL TAXES	119,900	9,922.86	44,524.09	0.00	75,375.91	37.13
OTHER FEES						
404-341-000-00 FUEL SURCHARGE	69,000	22,611.78	81,691.81	0.00 (12,691.81)	118.39
TOTAL OTHER FEES	69,000	22,611.78	81,691.81	0.00 (12,691.81)	118.39
UTILITY BILLINGS						
404-350-000-00 WASTE COLLECTION BILLINGS	2,534,000	248,596.23	922,951.27	0.00	1,611,048.73	36.42
TOTAL UTILITY BILLINGS	2,534,000	248,596.23	922,951.27	0.00	1,611,048.73	36.42
HEALTH AND SAFETY						
404-355-000-00 TRANSFER ST/LANDFILL RECE	310,000	34,631.00	140,491.60	0.00	169,508.40	45.32
TOTAL HEALTH AND SAFETY	310,000	34,631.00	140,491.60	0.00	169,508.40	45.32
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	0.00	900.00	0.00 (900.00)	0.00
TOTAL GRANTS	0	0.00	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	75.00	469.46	0.00 (269.46)	234.73
TOTAL INTRAFUND CONTR/CHARGES	200	75.00	469.46	0.00 (269.46)	234.73
OTHER REVENUE						
404-380-000-00 INTEREST	200	0.00	53.88	0.00	146.12	26.94
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	1,707.00	12,733.89	0.00	17,266.11	42.45
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	1,707.00	12,787.77	0.00	18,012.23	41.52
TOTAL REVENUE	3,063,900	317,543.87	1,203,816.00	0.00	1,860,084.00	39.29

11-02-2022 09:29 AM

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

404-WASTE COLLECTION

% OF YEAR COMPLETED: 33.33

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	44,635.24	217,379.99	0.00	411,620.01	34.56
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	3,395.04	16,557.22	0.00	31,642.78	34.35
404-530-105-00 WASTE EMPLOYEE INSURANCE	167,382	8,123.76	67,436.56	0.00	99,945.44	40.29
404-530-106-00 WASTE EMPLOYEE RETIREMENT	56,610	4,013.68	18,520.42	0.00	38,089.58	32.72
TOTAL SALARIES & BENEFITS	901,192	60,167.72	319,894.19	0.00	581,297.81	35.50
CONTRACTUAL SERVICES						
404-530-213-00 WASTE COLL. UTILITIES	18,100	593.94	2,969.91	0.00	15,130.09	16.41
404-530-226-00 COMP, UNEMPL & INSURANCE	58,000	4,515.53	19,269.35	0.00	38,730.65	33.22
TOTAL CONTRACTUAL SERVICES	76,100	5,109.47	22,239.26	0.00	53,860.74	29.22
COMMODITIES						
404-530-341-00 SHOP MAINTENANCE	42,480	2,510.53	8,385.01	0.00	34,094.99	19.74
404-530-341-05 SAFETY EQUIPMENT	10,000	0.00	134.99	0.00	9,865.01	1.35
404-530-343-00 TRUCK MAINTENANCE	80,000	5,432.08	33,336.32	136.09	46,527.59	41.84
404-530-343-01 GAS & OIL EXPENSE 1,2,3,4	90,000	18,402.62	54,403.60	0.00	35,596.40	60.45
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	0.00	3,511.27	0.00	10,388.73	25.26
TOTAL COMMODITIES	238,580	26,345.23	99,771.19	136.09	138,672.72	41.88
CAPITAL OUTLAY						
404-530-459-00 WASTE COLL. NEW EQUIPMENT	143,632	2,216.37	13,859.55	0.00	129,772.45	9.65
404-530-459-01 TOTER SYSTEM	23,500	5,315.25	21,261.00	0.00	2,239.00	90.47
TOTAL CAPITAL OUTLAY	167,132	7,531.62	35,120.55	0.00	132,011.45	21.01
CONTRIBUTIONS						
404-530-561-00 DUMPSTERS (NEW)	30,000	0.00	26,257.98	0.00	3,742.02	87.53
TOTAL CONTRIBUTIONS	30,000	0.00	26,257.98	0.00	3,742.02	87.53
NON-OPERATING EXPENSES						
404-530-999-00 COLLECTION MISCELLANEOUS	16,000	1,410.54	4,080.77	0.00	11,919.23	25.50
TOTAL NON-OPERATING EXPENSES	16,000	1,410.54	4,080.77	0.00	11,919.23	25.50
TOTAL WASTE DEPARTMENT	1,429,004	100,564.58	507,363.94	136.09	921,503.97	35.51

RECYCLING DEPARTMENT

=====

SALARIES & BENEFITS

404-531-103-00 RECYCLING SALARIES	100,000	8,037.64	34,602.88	0.00	65,397.12	34.60
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	611.91	2,636.75	0.00	5,013.25	34.47

11-02-2022 09:29 AM

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

404-WASTE COLLECTION

% OF YEAR COMPLETED: 33.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
404-531-105-00 GROUP INSURANCE	24,000	1,455.03	10,202.60	0.00	13,797.40	42.51
404-531-106-00 GROUP RETIREMENT	9,000	723.40	3,114.27	0.00	5,885.73	34.60
TOTAL SALARIES & BENEFITS	140,650	10,827.98	50,556.50	0.00	90,093.50	35.94
CONTRACTUAL SERVICES						
404-531-213-00 UTILITIES	5,300	490.21	2,023.04	0.00	3,276.96	38.17
404-531-226-00 INSURANCE & BONDS	4,500	497.09	2,460.79	0.00	2,039.21	54.68
TOTAL CONTRACTUAL SERVICES	9,800	987.30	4,483.83	0.00	5,316.17	45.75
COMMODITIES						
404-531-343-00 TRUCK MAINTENANCE	13,000	116.87	5,036.05	0.00	7,963.95	38.74
404-531-343-01 FUEL - RECYCLING CENTER	11,000	680.18	4,283.49	0.00	6,716.51	38.94
404-531-343-02 EQUIPMENT MAINTENANCE	9,600	0.00	3,180.98	0.00	6,419.02	33.14
404-531-399-00 MISCELLANEOUS	5,400	152.00	220.88	0.00	5,179.12	4.09
TOTAL COMMODITIES	39,000	949.05	12,721.40	0.00	26,278.60	32.62
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	12,764.33	67,761.73	0.00	121,688.27	35.77
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	203.79	3,633.52	0.00	31,366.48	10.38
TOTAL CONTRACTUAL SERVICES	35,000	203.79	3,633.52	0.00	31,366.48	10.38
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	203.79	3,633.52	0.00	31,366.48	10.38
TRANSFER STATION						
SALARIES & BENEFITS						
404-533-103-00 SALARIES TRANSFER STATION	105,000	4,338.42	28,285.95	0.00	76,714.05	26.94
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	328.88	2,152.65	0.00	5,880.35	26.80
404-533-105-00 GROUP INSURANCE	16,000	690.01	5,432.53	0.00	10,567.47	33.95

11-02-2022 09:29 AM

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

404-WASTE COLLECTION

% OF YEAR COMPLETED: 33.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
404-533-106-00 GROUP RETIREMENT	9,450	390.45	1,851.90	0.00	7,598.10	19.60
TOTAL SALARIES & BENEFITS	138,483	5,747.76	37,723.03	0.00	100,759.97	27.24
CONTRACTUAL SERVICES						
404-533-213-00 UTILITIES	11,200	420.41	1,624.01	0.00	9,575.99	14.50
404-533-216-00 DRAINAGE EXPENSE TRANSFER	3,192	0.00	2,248.34	0.00	943.66	70.44
404-533-226-00 INSURANCE & BONDS	20,000	1,579.93	7,778.82	0.00	12,221.18	38.89
TOTAL CONTRACTUAL SERVICES	34,392	2,000.34	11,651.17	0.00	22,740.83	33.88
COMMODITIES						
404-533-343-00 EQUIPMENT MAINTENANCE	20,000	2,593.25	16,945.59	0.00	3,054.41	84.73
404-533-343-01 FUEL/OIL TRANSFER STA. 7,	60,000	6,243.70	35,684.59	0.00	24,315.41	59.47
404-533-343-02 MAINTENANCE TRUCK/TRAILER	40,000	3,569.65	13,575.41	0.00	26,424.59	33.94
404-533-345-00 UNIFORMS	4,000	395.94	847.84	0.00	3,152.16	21.20
TOTAL COMMODITIES	124,000	12,802.54	67,053.43	0.00	56,946.57	54.08
CAPITAL OUTLAY						
404-533-459-00 NEW EQUIPMENT	85,192	5,665.08	26,085.90	105,700.00	46,593.90	154.69
404-533-460-00 TIPPING FEES	950,000	70,798.61	280,590.06	0.00	669,409.94	29.54
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
404-533-476-00 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	76,463.69	306,675.96	105,700.00	632,816.04	39.45
NON-OPERATING EXPENSES						
404-533-999-00 MISCELLANEOUS TRANSFER ST	5,300	99.50	1,194.49	0.00	4,105.51	22.54
TOTAL NON-OPERATING EXPENSES	5,300	99.50	1,194.49	0.00	4,105.51	22.54
TOTAL TRANSFER STATION	1,347,367	97,113.83	424,298.08	105,700.00	817,368.92	39.34
WASTE OFFICE/BOARD						
SALARIES & BENEFITS						
404-534-101-00 WASTE BOARD OFFICERS SALA	12,000	1,000.00	4,000.00	0.00	8,000.00	33.33
404-534-103-00 CLERK, ATTORNEY, ENGINEER	160,000	11,754.81	58,160.07	0.00	101,839.93	36.35
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	975.09	4,753.44	0.00	7,746.56	38.03
404-534-105-00 GROUP INSURANCE	17,200	26.59	3,594.46	0.00	13,605.54	20.90
404-534-106-00 GROUP RETIREMENT	16,020	1,035.95	4,978.71	0.00	11,041.29	31.08
404-534-107-00 INT EXP EXCAVATOR LOAN	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	217,720	14,792.44	75,486.68	0.00	142,233.32	34.67
CONTRACTUAL SERVICES						
404-534-218-00 POSTAGE	12,000	1,107.31	4,544.78	0.00	7,455.22	37.87
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	2,685.75	4,311.50	0.00	5,688.50	43.12

11-02-2022 09:29 AM

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

404-WASTE COLLECTION

% OF YEAR COMPLETED: 33.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
404-534-226-00 INSURANCE & BONDS	15,000	1,261.40	6,307.22	0.00	8,692.78	42.05
TOTAL CONTRACTUAL SERVICES	47,000	5,054.46	15,163.50	0.00	31,836.50	32.26
COMMODITIES						
404-534-353-00 PSC ASSESSMENTS	8,000	0.00	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	0.00	8,095.73	0.00	(95.73)	101.20
CAPITAL OUTLAY						
404-534-459-00 CAPTIAL EXPENSE	25,000	11,729.86	11,939.86	0.00	13,060.14	47.76
TOTAL CAPITAL OUTLAY	25,000	11,729.86	11,939.86	0.00	13,060.14	47.76
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	6,121.62	29,212.81	253.00	23,534.19	55.60
TOTAL NON-OPERATING EXPENSES	158,359	6,121.62	29,212.81	253.00	128,893.19	18.61
TOTAL WASTE OFFICE/BOARD	456,079	37,698.38	139,898.58	253.00	315,927.42	30.73
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	3,456,900	248,344.91	1,142,955.85	106,089.09	2,207,855.06	36.13
REVENUE OVER/(UNDER) EXPENDITURES	(393,000)	69,198.96	60,860.15	(106,089.09)	(347,771.06)	11.51

There was a Q & A with the Board regarding the letter of credit and Mrs. Jenkins verified that we do have to keep it in place. Mr. Rylands asked about the cost of diesel fuel and the possibility of storing it on location to be able to buy in bulk at lower costs. Discussion took place and it will continue to be considered.

Motion Randall/Rylands to approve the financial report. Motion carried.

D. Department Report – Mr. Arnold presented reports on the following:

D.1 Recycling Center Report

City of Buckhannon Recycling Center				DATE:	October-22
Inventory & Balance Sheet					
	Uproc.	Proc.	Total		
ONP	2.3	18.59	20.89		
OCC	4.5	6.7	11.2		
MGOP	0.8	4.1	4.9		
STEEL	0.1	5.7	5.8		
ALUM.	0.12	1.36	1.48		
E-WASTE	0	0	0		
Pete #1	0.18	9.38	9.56		
No. 2	0.75	2.72	3.47		
Total	8.75	48.55	57.3		
Inventory 11/1/22				57.3	
Inventory 10/1/22				70.03	
Diff.				-12.73	
Loads Shipped				60.99	
Total Diff. Inventory & Loads Shipped				48.26	
Total Received				48.26	
Less Garbage				0	
Total				48.26	
Residential Curbside					
720					
Appliances	Iron	Total	Total \$		
30440	0	30440	\$1,417.10		
Yard Debris					
5000					

D.2 Transfer Station Report

City of Buckhannon				
Transfer Station Totals				
October		2022		
Total Transactions				2907
Total Weight				1448.6
Total Cash Received				\$34,631.00
Total City Trucks				\$69,026.94
				829.15 tons
Total Charge				\$19,377.10
Grand total				\$123,035.04
Total C/D Material				342.05
Total Commercial/Residential				1106.55
Bulky Goods	Steel	Waste	Total	
		3.2	8	11.2

D.3 Waste Collection Report - Mr. Arnold also reported on:

City of Buckhannon
Waste Collection Board Report
November 3, 2022

- I continue to work on the Waste Collection Strategic/Operational Plan.
- We have on of our road tractors a 2019 International at the shop in Elkins. It dropped a valve and took out the number one cylinder. This will be a substantial repair but is covered under warranty.
- We have one of our 2016 garbage trucks down with a broken push rod.
- We are still advertising for truck drivers and a mechanic. Waste Department has not been at full staff since June 2021.
- The Tire Amnesty Day went very well. They filled 3-box trailers.
- Waste Collection Employees really appreciated the Board, City Council, and Mayor’s approval of the pay increases.
- Cancel order for new garbage truck?

Without objection, Mayor Skinner moved ***G.1 Revisit Financing of the Truck Cab & Chassis (Back-order)*** to the table for discussion and/or vote. Mr. Arnold explained that the Truck Cab & Chassis that has been on order for several months keeps getting postponed. Mr. Arnold recommended cancelling the order and restructuring the way we collect waste which will require a different type of equipment (as addressed in the Waste Department Strategic/Operational Plan that was handed out by Mr. Arnold). Discussion took place.

Motion to cancel the order for the Truck Cab & Chassis, pursuant to there being no financial penalty, was made by Rylands/Randall. Motion carried.

Without objection, Mayor Skinner moved ***G.4 Discussion/Possible Vote Waste Department Strategic/Operational Plan*** to the table for discussion and/or vote. Mr. Arnold explained the draft Waste Department Strategic/Operational Plan that was handed out to the Board members, was the beginning of a long-range plan that he has begun developing and he would like the Boards approval to continue. A discussion of the various areas that has been studied and recommendations for improving operations took place. Also discussed was having conversations with other municipalities and private business to help with the study and plan development

Motion to move forward with the development of the Waste Department Strategic/Operational Plan was made by Rylands/Randall. Motion carried.

E. Correspondence and Information – Mayor Skinner reviewed the following items with the Board:

E.1 DMRs 1st, 2nd & 3rd Quarter 2022

City of Buckhannon
70 East Main Street
Buckhannon, WV 26201



Phone: 304.472.1651
TDD: 304.472.9550
Fax: 304.472.0934

October 17, 2022

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

Re: City of Buckhannon Landfill
Solid Waste Facility Closure
Permit No.: SWC 5062 / WV0109509
1st Quarter through 3rd Quarter 2022 DMRs

To Whom It May Concern,

Please accept our apologies in that the City of Buckhannon did not provide the 1st Quarter 2022 through 3rd Quarter 2022 DMR in a timelier manner.

We hereby submit the 1st Quarter through 3rd Quarter 2022 Discharge Monitoring Reports (DMRs) of Outlet 099 for the above-referenced permit in Upshur County, West Virginia.

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

Sincerely,

James S. Hollen, III, PE
City Engineer

Enclosures

c: WVDEP – Paul Benedum
COB Waste Board
Director of Public Works – Jerry Arnold
Waste Department
Engineering – Files

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

FACILITY NAME City of Buckhannon Landfill
LOCATION OF FACILITY Turkey Run Road, Upshur County
PERMIT NUMBER SWC-5062/WV0109509 OUTLET NO. 099
WASTELOAD FOR MONTH OF Jan, Feb & March 20 20

COMMERCIAL LABORATORY NAME _____
COMMERCIAL LABORATORY ADDRESS _____

WASTELOAD FOR MONTH OF Jan. Feb + March 20 22

INDIVIDUAL PERFORMING ANALYSIS

[illegible]

The City of Buckhannon Waste Collection Department is accepting applications until November 9, 2022 for the following positions:

- **One full-time mechanic**
- **One full-time 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 A or 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 as well as climbing.
- Willing to work in inclement weather
- Applicants interested in the mechanic position must have experience and knowledge in Vehicle Equipment Diagnostic Software

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

Hourly rate is dependent on qualifications and skills, with a range of \$18.00 to \$21.00 per hour.

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.

F. Consent Agenda

F.1 Approval of Minutes 10/06/2022- There was no Consent Agenda to present.

G. Strategic Issues for Discussion and/or Vote

G.1 Revisit Financing of the Truck Cab & Chassis (Back-order) – Action taken earlier in the meeting.

G.2 Financing of the 75 Cu. Yd. Closed Top Transfer Trailer – Mrs. Jenkins reported on the increase of interest rates and noted that we had ample funding on hand to pay for the 75 Cubic Yard Closed Top Transfer Trailer; we have made a deposit of \$6,500 with a balance due of \$59,263. We would save a significant amount of money by not financing it at this time.

October 31, 2022

Citizens Bank could no longer hold the interest rate of 2.5% that was quoted in December 2021.

I request that the Waste Board use contingency funds to pay for the closed top trailer from KNL Holdings LLC rather than soliciting banks for new quotes, which I feel will be around 4%.

The cost of the trailer new was \$65,848.00 less down payment of \$6584.80 that was made 8/23/21. Balance due is \$59,263.20

The bids were open August 2021. Financing was sought Dec 2021 because we knew it would be a few months to arrive, but it took until Oct 20, 2022 for delivery.

This expense will be in a budget adjustment for the November 2022 meeting.

Motion to pay the balance due of \$59,263 from existing funds was made by Skinner/Rylands. Motion carried.

G.3 Waste Collection Board Budget Revision – Mayor Skinner recognized Amby Jenkins who explained the requested Waste Collection Board Budget Revision that's a part of today's packet and answered questions for the Board.

Motion to approve the Waste Collection Board Budget Revision as presented was made by Rylands/Randall. Motion carried.

Waste Budget Revision 11-3-22					
Expenses					
404-530-103-00	Waste Employee Salaries	629000	144000	773000	pay increases
404-530-104-00	Waste FICA	48200	11800	60000	
404-530-106-00	Waste Empl Retirement	56610	12960	69570	
404-530-343-01	Gas & Oil Expenses Veh	90000	10000	100000	increased costs fuel
404-530-459-01	Toter system	23500	9000	32500	
404-530-459-00	Waste Coll New Equip	143632	-27660	115972	move 2019 Int Rd Trct payment to 533-459-00
404-531-103-00	Recycle Salaries	100000	9000	109000	pay increases
404-531-104-00	Recycle FICA	7650	700	8350	
404-531-106-00	Recycle Retirement	9450	990	10440	
404-533-103-00	Tran Sta Salaries	105000	1000	106000	pay increases
404-533-104-00	Trans Sta FICA	8033	80	8113	
404-533-106-00	Trans Sta Retirement	9450	90	9540	
404-533-343-00	Equip Maint	20000	20000	40000	Scale, Excavator, Hyd Pump expenses more than expected
404-533-343-01	Trans Sta Fuel	60000	48000	108000	increased fuel costs
					Mv \$27660 frm 530-459-00; J&J Truck Bodies Closed Top Trailer \$105,700; KNL Holdings closed top trailer financing feel through \$59264.
404-533-459-00	Tran Sta New Equip	85192	192624	277816	
404-534-103-00	Waste Office Salaries	160000	12000	172000	
404-534-104-00	Waste FICA	12500	1576	14076	
404-534-106-00	Waste Retirement	16020	540	16560	
404-534-699-99	Waste Contingency	105359	-100000	5359	
			346700	346700	
Revenues					
404-341-000-00	Fuel Surcharge	69000	100000	169000	
			-246700		
Estimated balance on hand 7/1/22	393000		246700	639700	
The balance on hand 7/1/22 was actually \$1.2 million					

G.4 Discussion/Possible Vote Waste Department Strategic/Operational Plan – Action taken earlier in the meeting.

G.5 Discussion/Possible Vote Recommendation from the PCS of WV: Per WV Code 24A-5-2a(d) Permits a Motor Carrier Collecting & Hauling Solid Waste to change its rates on or after January 1, of each year, without filing an application for Commission, shall not exceed the index increase of 5.344% (MC General Order No 64.5 General Order No. 183.12) – Mayor Skinner and Amby Jenkins reviewed this item with the Board.

Motion to approve the index increase of 5.344% on the current rates was made by Rylands/Randall. Motion carried.

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 14th day of October 2022.

MC GENERAL ORDER NO. 64.5
In the Matter of Revisions to the Rules Governing
Motor Carriers, Private Commercial Carriers, and
the Filing of Evidence of Insurance and Financial
Responsibility by Motor Carriers, 150 C.S.R. 9

GENERAL ORDER NO. 183.12
In the Matter of Revisions to the Rules for the
Construction and Filing of Tariffs, 150 C.S.R. 2

COMMISSION ORDER

The Commission provides guidance to motor carriers of solid waste
regarding how to proceed under W. Va. Code § 24A-5-2a(d) to implement a rate
increase under that statute to go into effect on or after January 1, 2023.

BACKGROUND AND DISCUSSION

On April 10, 2021, the West Virginia Legislature passed Enrolled Committee
Substitute for House Bill 3129 (HB 3129) effective ninety days from passage.
Among other things, HB 3129 amended subsection (d) of W. Va. Code § 24A-5-2a
pertaining to the calculation of the allowable rate increase based on the percentage
increase in the United States Department of Labor, Bureau of Labor Statistics,
Garbage and Trash Collection Index (Index).

As revised, W. Va. Code § 24A-5-2a(d) permits a motor carrier collecting
and hauling solid waste to change its rates on or after January 1, of each year,
without filing an application for Commission approval, based on the percentage
increase in the Index between September of the year preceding the effective date
of the intended rate increase and September of the year prior to the year preceding
the effective date of the intended rate increase (Relevant Time Period). The
Commission has calculated the change in the Index for the Relevant Time Period
for carriers seeking to revise rates on or after January 1, 2023. Specifically, the

Commission has calculated an Index change from September 2021, to September 2022, of 5.344% or an inflation factor of 1.05344.

Under the statute, a carrier cannot increase current residential or negotiated commercial rates more than 5.344% but may increase rates to be equal to or less than the change in the Index: However, such rate change should be stated clearly in the notice to customers and revised tariff. W. Va. Code § 24A-5-2a(d).

Any motor carrier collecting and hauling solid waste that desires to increase its current rate pursuant to W. Va. Code § 24A-5-2a(d) should (i) provide its customers with adequate and timely notice of the rate increase and, (ii) file a revised tariff and proof of notice with the Commission. W. Va. Code § 24A-5-2a(d). Carriers should use the "Notice to Customers of a Rate Increase," Attachment A to this Order, fill in the information, including the effective date, and mail it to its customers at least thirty days prior to the rate increase taking effect. For a rate increase to take effect on January 1, 2023, a carrier must provide notice to customers no later than Friday, December 2, 2022. If a carrier is late in notifying customers, it may set the effective date for the rate increase thirty days after the date of notice.

After notifying customers, the carrier should file with the Commission: (i) a verified statement as to when it mailed notice to the customers and (ii) a revised tariff containing an increase of no more than the Index increase of 5.344% or an inflation factor of 1.05344 over current rates. If the Commission determines that a rate exceeds the increase in the Index for the Relevant Time Period, then the Commission may enter an order suspending the rate increase and the motor carrier will be entitled to a hearing pursuant to W. Va. Code § 24A-5-2a(d) or may correct its rates, and the Commission will lift the suspension and allow the corrected rates to go into effect.

FINDINGS OF FACT

1. For rate increases made pursuant to W. Va. Code § 24A-5-2a(d) and which are to be effective on or after January 1, 2023, the statutorily allowed percentage increase based on the Index is 5.344% or an inflation factor of 1.05344.
2. Motor carriers collecting and hauling solid waste may increase their residential and previously negotiated commercial rates on or after January 1, of each year without filing an application with the Commission, provided the increase does not exceed the annual (year over year) percentage increase in the Index

Attachment A

NOTICE TO CUSTOMERS OF RATE INCREASE

insert carrier name

Provides notice that it will increase its rates (excluding fuel and tipping fee surcharges) not to exceed the 5.344 percentage increase in the United States Department of Labor, Bureau of Labor Statistics, Garbage and Trash Collection Index from September 2021 to September 2022, as calculated by the Public Service Commission in M.C. General Order No. 64.5 and General Order No. 183.12.

The increased residential and negotiated commercial tariff rates as shown in the table below will take effect on

RATES:
Residential Base Rates
Commercial Rates

Present Rate	Proposed Rate	\$\$\$ Increase	Percent Increase

This increase will be implemented pursuant to W.Va. Code § 24A-5-2a(d) which specifies that an annual rate increase is permitted without the filing of an application for approval by the Public Service Commission provided that notice is given to customers and the increase is not greater than the preceding September year over year increase in the Garbage and Trash Collection Index.

published in September prior to the year of the rate increase and the motor carrier provides notice as directed by the Commission. W. Va. Code § 24A-5-2a(d).

3. Motor carriers should give notice of the new rates to customers prior to the effective date of the increase and to the Commission in sufficient time to allow the Commission to review the rates to assure they comply with the statute. See Id.

4. The notice attached to this Order conforms with W. Va. Code § 24A-5-2a(d) and is pre-approved for a motor carrier to use in providing adequate notice to its customers of its intention to increase rates under W. Va. Code § 24A-5-2a(d).

CONCLUSIONS OF LAW

1. To provide the Commission sufficient time to review the rates to assure that they comply with the statute and to review the actual notice given to customers, after notifying customers, but no later than thirty days prior to the effective date of the increased rates, the carrier should file with the Commission (i) a verified statement as to when it mailed notice to the customers and, (ii) a revised tariff.

2. If the Commission determines that a rate increase filed pursuant to W. Va. Code § 24A-5-2a(d) is in excess of the increase in the Index for the Relevant Time Period as prescribed in the statute, it may enter an order suspending the rate increase. W. Va. Code § 24A-5-2a(d).

ORDER

IT IS THEREFORE ORDERED that a rate increase in 2023 for any motor carrier of solid waste that elects to increase rates under W. Va. Code § 24A-5-2a(d) shall not exceed the Index increase of 5.344% or an inflation factor of 1.05344 over current rates.

IT IS FURTHER ORDERED that the Commission approves the notice attached as Attachment A for use by motor carriers of solid waste seeking to increase rates under W. Va. Code § 24A-5-2a(d) until further Order of the Commission.


IT IS FURTHER ORDERED that any motor carrier of solid waste that elects to increase rates under W. Va. Code § 24A-5-2a(d) to take effect on January 1, 2023, shall provide notice to its customers in the form of Attachment A to this

Order, by mail no later than Friday, December 2, 2022. If notices are mailed after December 2, 2022, the intended rate increases shall take effect thirty days after the date of notice.

IT IS FURTHER ORDERED that immediately after providing notice to its customers, a motor carrier shall provide notice of its intent to increase rates under W. Va. Code § 24A-5-2a(d) to the Commission by filing (i) a verified statement as to when it mailed notice to its customers, and (ii) a revised tariff.

IT IS FURTHER ORDERED that the Executive Secretary serve a copy of this Order on all motor carriers of solid waste by electronic service if e-service agreements are on file, or by United States First Class Mail and on Staff by hand delivery.

A True Copy, Teste,


Karen Buckley, Executive Secretary

JML/ksf/pb
mcgo64.5cf

H. Board Members Comments and Announcements

- CJ Rylands:** Mr. Rylands complimented Jerry Arnold on his work on the Waste Department Strategic/Operational Plan. He also will look forward to discussing the rate structure that is different between residential and commercial rates. Discussion on the rate structure took place.
- Scott Randall:** Mr. Randall complimented Amby Jenkins on her work with the budget and watching the interest rate situation.
- Randy Sanders:** Mr. Sanders pointed out that the Waste Department has improved its financial and operational situation over the past year, and he complimented Mr. Arnold and the employees for the great work.

- **Amberle Jenkins:** Nothing further.
- **Jerry Arnold:** Nothing further.
- **Jay Hollen:** Absent.
- **Robbie Skinner:** Mayor Skinner complimented all for the great work and current success in the Waste Department.

I. Adjournment

Motion to adjoin at 8:50 am was made by Rylands/Randall.

Mayor Robert N. Skinner III _____

City Recorder Randall H. Sanders _____