

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, September 1, 2022, at 7:30 a.m. in the Council Chambers of City Hall. The following individuals were in attendance (GTM – GoToMeeting):

Robbie Skinner	Mayor	GTM
Randy Sanders	City Recorder	Present
CJ Rylands	Board Member	Present
Scott Randall	Board Member	Present
Jay Hollen	City Engineer	GTM
Jerry Arnold	Director of Public Works	Present
Amberle Jenkins	Assistant Recorder/Director of Finance	Present
Tom O'Neill	City Attorney	Absent
Barbara Hinkle	Office Manager	Present
Beth Broschart	Mybuckhannon.com	Present
Alice Teets	Utility Clerk/Minute taker	Present

To Participate in the Utility Board meeting virtually, please join the meeting from your computer, tablet or smartphone:

<https://global.gotomeeting.com/join/382929125>

You can also dial in using your phone: United States: [+1 \(669\) 224-3412](tel:+16692243412) Access Code: 382-929-125

***City of Buckhannon Waste Collection Board
7:30AM at City Hall in Council Chambers
Meeting Agenda for Thursday, September 1, 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 August 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 Truck Chassis Update
 - E.2 Thank you to Waste Employees from Frank Hall
- F. Consent Agenda**
 - F.1 Approval of Minutes: Special 08/02/2022, Regular 08/04/2022
- G. Strategic Issues for Discussion and/or Vote**
 - G.1 Recommendation from the Revenue Review Committee Waste Department Wages
- H. Board Members Comments and Announcements**
- I. Adjournment**

Posted 08/26/2022

A. Call to Order: The meeting was called to order by Mayor Robbie Skinner at 7:32 am, followed by a moment of silence and pledge to the flag.

B. Recognized Guests: No recognized guests.

C. Financial Report-Amby Jenkins:

C.1 August 2022: Mrs. Jenkins presented and explained the following information. This is the report at this moment. There may be a few additional charges to come in as it is just September 1st.

WASTE BOARD
CITY OF BUCKHANNON
BALANCE SHEET

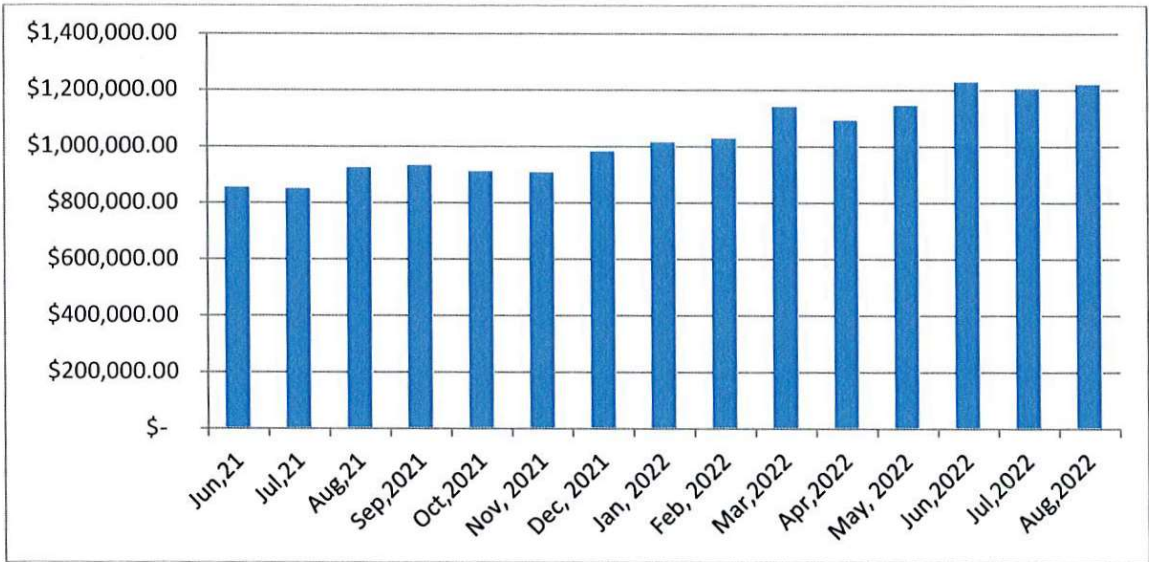
Balance August 31, 2022

Money Market & Checking \$ 1,218,261.35

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

8-31-2022 03:18 PM

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

404-WASTE COLLECTION

% OF YEAR COMPLETED: 16.67

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
TAXES						
404-303-002-00 RECYCLE-ALUMINUM	1,500	0.00	0.00	0.00	1,500.00	0.00
404-303-003-00 RECYCLE-OCC-CARDBOARD	2,000	2,841.80	2,841.80	0.00	(841.80)	142.09
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-ONPE-NEWSPAPER	2,000	0.00	0.00	0.00	2,000.00	0.00
404-316-000-00 DUMPSTERS	2,000	1,791.00	1,791.00	0.00	209.00	89.55
404-317-000-00 DUMPSTER RENTAL	85,000	8,684.31	17,548.62	0.00	67,451.38	20.65
TOTAL TAXES	119,900	13,317.11	22,181.42	0.00	97,718.58	18.50
OTHER FEES						
404-341-000-00 FUEL SURCHARGE	69,000	18,033.27	38,321.35	0.00	30,678.65	55.54
TOTAL OTHER FEES	69,000	18,033.27	38,321.35	0.00	30,678.65	55.54
UTILITY BILLINGS						
404-350-000-00 WASTE COLLECTION BILLINGS	2,534,000	209,951.64	444,676.63	0.00	2,089,323.37	17.55
TOTAL UTILITY BILLINGS	2,534,000	209,951.64	444,676.63	0.00	2,089,323.37	17.55
HEALTH AND SAFETY						
404-355-000-00 TRANSFER ST/LANDFILL RECE	310,000	37,564.60	71,751.60	0.00	238,248.40	23.15
TOTAL HEALTH AND SAFETY	310,000	37,564.60	71,751.60	0.00	238,248.40	23.15
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	50.00	369.46	0.00	(169.46)	184.73
TOTAL INTRAFUND CONTR/CHARGES	200	50.00	369.46	0.00	(169.46)	184.73
OTHER REVENUE						
404-380-000-00 INTEREST	200	0.00	26.92	0.00	173.08	13.46
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	2,644.05	4,075.07	0.00	25,924.93	13.58
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	2,644.05	4,101.99	0.00	26,698.01	13.32
TOTAL REVENUE	3,063,900	281,560.67	582,302.45	0.00	2,481,597.55	19.01

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

404-WASTE COLLECTION

% OF YEAR COMPLETED: 16.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
WASTE DEPARTMENT =====						
<u>SALARIES & BENEFITS</u>						
404-530-103-00 WASTE EMPLOYEES SALARIES	629,000	50,403.58	101,372.45	0.00	527,627.55	16.12
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	3,836.34	7,715.98	0.00	40,484.02	16.01
404-530-105-00 WASTE EMPLOYEE INSURANCE	167,382	9,568.16	48,054.48	0.00	119,327.52	28.71
404-530-106-00 WASTE EMPLOYEE RETIREMENT	56,610	4,167.53	8,409.01	0.00	48,200.99	14.85
TOTAL SALARIES & BENEFITS	901,192	67,975.61	165,551.92	0.00	735,640.08	18.37
<u>CONTRACTUAL SERVICES</u>						
404-530-213-00 WASTE COLL. UTILITIES	18,100	827.22	1,628.18	0.00	16,471.82	9.00
404-530-226-00 COMP, UNEMPL & INSURANCE	58,000	4,345.89	12,748.57	0.00	45,251.43	21.98
TOTAL CONTRACTUAL SERVICES	76,100	5,173.11	14,376.75	0.00	61,723.25	18.89
<u>COMMODITIES</u>						
404-530-341-00 SHOP MAINTENANCE	42,480	2,138.44	3,431.79	171.95	38,876.26	8.48
404-530-341-05 SAFETY EQUIPMENT	10,000	134.99	134.99	0.00	9,865.01	1.35
404-530-343-00 TRUCK MAINTENANCE	80,000	17,081.90	23,339.68	0.00	56,660.32	29.17
404-530-343-01 GAS & OIL EXPENSE 1,2,3,4	90,000	10,252.03	23,731.28	0.00	66,268.72	26.37
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	1,845.90	2,282.88	0.00	11,617.12	16.42
TOTAL COMMODITIES	238,580	31,453.26	52,920.62	171.95	185,487.43	22.25
<u>CAPITAL OUTLAY</u>						
404-530-459-00 WASTE COLL. NEW EQUIPMENT	143,632	2,627.99	8,484.31	0.00	135,147.69	5.91
404-530-459-01 TOTER SYSTEM	23,500	5,315.25	10,630.50	0.00	12,869.50	45.24
TOTAL CAPITAL OUTLAY	167,132	7,943.24	19,114.81	0.00	148,017.19	11.44
<u>CONTRIBUTIONS</u>						
404-530-561-00 DUMPSTERS (NEW)	30,000	26,188.00	26,188.00	0.00	3,812.00	87.29
TOTAL CONTRIBUTIONS	30,000	26,188.00	26,188.00	0.00	3,812.00	87.29
<u>NON-OPERATING EXPENSES</u>						
404-530-999-00 COLLECTION MISCELLANEOUS	16,000	1,411.75	2,295.25	0.00	13,704.75	14.35
TOTAL NON-OPERATING EXPENSES	16,000	1,411.75	2,295.25	0.00	13,704.75	14.35
TOTAL WASTE DEPARTMENT	1,429,004	140,144.97	280,447.35	171.95	1,148,384.70	19.64

RECYCLING DEPARTMENT
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<u>SALARIES & BENEFITS</u>						
404-531-103-00 RECYCLING SALARIES	100,000	7,744.98	15,561.54	0.00	84,438.46	15.56
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	589.53	1,184.53	0.00	6,465.47	15.48

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

404-WASTE COLLECTION

% OF YEAR COMPLETED: 16.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
404-531-105-00 GROUP INSURANCE	24,000	1,445.28	7,166.55	0.00	16,833.45	29.86
404-531-106-00 GROUP RETIREMENT	9,000	697.05	1,400.54	0.00	7,599.46	15.56
TOTAL SALARIES & BENEFITS	140,650	10,476.84	25,313.16	0.00	115,336.84	18.00
<u>CONTRACTUAL SERVICES</u>						
404-531-213-00 UTILITIES	5,300	518.69	1,025.69	0.00	4,274.31	19.35
404-531-226-00 INSURANCE & BONDS	4,500	497.09	1,702.51	0.00	2,797.49	37.83
TOTAL CONTRACTUAL SERVICES	9,800	1,015.78	2,728.20	0.00	7,071.80	27.84
<u>COMMODITIES</u>						
404-531-343-00 TRUCK MAINTENANCE	13,000	128.05	4,717.94	0.00	8,282.06	36.29
404-531-343-01 FUEL - RECYCLING CENTER	11,000	1,482.45	2,591.37	0.00	8,408.63	23.56
404-531-343-02 EQUIPMENT MAINTENANCE	9,600	315.48	315.48	0.00	9,284.52	3.29
404-531-399-00 MISCELLANEOUS	5,400	68.88	68.88	0.00	5,331.12	1.28
TOTAL COMMODITIES	39,000	1,994.86	7,693.67	0.00	31,306.33	19.73
<u>CAPITAL OUTLAY</u>						
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	13,487.48	35,735.03	0.00	153,714.97	18.86
LANDFILL =====						
<u>CONTRACTUAL SERVICES</u>						
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	2,675.45	3,027.29	0.00	31,972.71	8.65
TOTAL CONTRACTUAL SERVICES	35,000	2,675.45	3,027.29	0.00	31,972.71	8.65
<u>CAPITAL OUTLAY</u>						
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
<u>CONTRIBUTIONS</u>						
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	2,675.45	3,027.29	0.00	31,972.71	8.65

TRANSFER STATION
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<u>SALARIES & BENEFITS</u>						
404-533-103-00 SALARIES TRANSFER STATION	105,000	4,309.66	17,468.66	0.00	87,531.34	16.64
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	326.68	1,330.34	0.00	6,702.66	16.56
404-533-105-00 GROUP INSURANCE	16,000	686.76	3,933.02	0.00	12,066.98	24.58

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

404-WASTE COLLECTION

% OF YEAR COMPLETED: 16.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
404-533-106-00 GROUP RETIREMENT	9,450	387.86	878.37	0.00	8,571.63	9.29
TOTAL SALARIES & BENEFITS	138,483	5,710.96	23,610.39	0.00	114,872.61	17.05
CONTRACTUAL SERVICES						
404-533-213-00 UTILITIES	11,200	404.75	802.49	0.00	10,397.51	7.17
404-533-216-00 DRAINAGE EXPENSE TRANSFER	3,192	305.00	2,099.34	0.00	1,092.66	65.77
404-533-226-00 INSURANCE & BONDS	20,000	1,611.90	4,744.70	0.00	15,255.30	23.72
TOTAL CONTRACTUAL SERVICES	34,392	2,321.65	7,646.53	0.00	26,745.47	22.23
COMMODITIES						
404-533-343-00 EQUIPMENT MAINTENANCE	20,000	9,072.54	10,020.06	439.34	9,540.60	52.30
404-533-343-01 FUEL/OIL TRANSFER STA. 7,	60,000	8,620.68	20,356.01	0.00	39,643.99	33.93
404-533-343-02 MAINTENANCE TRUCK/TRAILER	40,000	4,668.47	5,737.56	0.00	34,262.44	14.34
404-533-345-00 UNIFORMS	4,000	183.30	183.30	0.00	3,816.70	4.58
TOTAL COMMODITIES	124,000	22,544.99	36,296.93	439.34	87,263.73	29.63
CAPITAL OUTLAY						
404-533-459-00 NEW EQUIPMENT	85,192	5,665.08	14,755.74	0.00	70,436.26	17.32
404-533-460-00 TIPPING FEES	950,000	65,562.13	130,825.79	0.00	819,174.21	13.77
404-533-461-00 BONDING TRANSFER STATION	0	0.00	0.00	0.00	0.00	0.00
404-533-464-00 STATE GRANT	0	0.00	0.00	0.00	0.00	0.00
404-533-470-00 TIRE DISPOSAL	0	0.00	0.00	0.00	0.00	0.00
404-533-478-00 ROAD MAINTENANCE	10,000	0.00	0.00	0.00	10,000.00	0.00
404-533-479-00 RECLASSIFY PAYMENTS	0	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	1,045,192	71,227.21	145,581.53	0.00	899,610.47	13.93
NON-OPERATING EXPENSES						
404-533-999-00 MISCELLANEOUS TRANSFER ST	5,300	1,089.99	1,094.99	0.00	4,205.01	20.66
TOTAL NON-OPERATING EXPENSES	5,300	1,089.99	1,094.99	0.00	4,205.01	20.66
TOTAL TRANSFER STATION	1,347,367	102,894.80	214,230.37	439.34	1,132,697.29	15.93

WASTE OFFICE/BOARD
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SALARIES & BENEFITS

404-534-101-00 WASTE BOARD OFFICERS SALA	12,000	1,000.00	2,000.00	0.00	10,000.00	16.67
404-534-103-00 CLERK, ATTORNEY, ENGINEER	160,000	12,609.48	26,392.37	0.00	133,607.63	16.50
404-534-103-01 ADJUST COMPENSATED ABSENC	0	0.00	0.00	0.00	0.00	0.00
404-534-104-00 FICA TAX	12,500	1,040.54	2,170.85	0.00	10,329.15	17.37
404-534-105-00 GROUP INSURANCE	17,200	1,027.47	3,133.04	0.00	14,066.96	18.22
404-534-106-00 GROUP RETIREMENT	16,020	1,112.85	2,331.29	0.00	13,688.71	14.55
404-534-107-00 INT EXP EXCAVATOR LOAN	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	217,720	16,790.34	36,027.55	0.00	181,692.45	16.55

CONTRACTUAL SERVICES

404-534-218-00 POSTAGE	12,000	1,094.30	2,291.93	0.00	9,708.07	19.10
404-534-219-00 RENT	10,000	0.00	0.00	0.00	10,000.00	0.00
404-534-223-00 PROFESSIONAL SERVICES (LE	10,000	0.00	0.00	0.00	10,000.00	0.00

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

404-WASTE COLLECTION

% OF YEAR COMPLETED: 16.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
404-534-226-00 INSURANCE & BONDS	15,000	1,182.34	3,467.70	0.00	11,532.30	23.12
TOTAL CONTRACTUAL SERVICES	47,000	2,276.64	5,759.63	0.00	41,240.37	12.25
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	0.00	0.00	0.00	25,000.00	0.00
TOTAL CAPITAL OUTLAY	25,000	0.00	0.00	0.00	25,000.00	0.00
NON-OPERATING EXPENSES						
404-534-699-99 WASTE BOARD CONTINGENCY	105,359	0.00	0.00	0.00	105,359.00	0.00
404-534-999-00 GEM & ADM MISC BILLING EX	53,000	5,719.82	19,625.98	0.00	33,374.02	37.03
TOTAL NON-OPERATING EXPENSES	158,359	5,719.82	19,625.98	0.00	138,733.02	12.39

TOTAL WASTE OFFICE/BOARD

456,079 24,786.80 69,508.89 0.00 386,570.11 15.24

BAD DEBT
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NON-OPERATING EXPENSES

404-550-676-00 BAD DEBT EXPENSE(return c	0	0.00	0.00	0.00	0.00	0.00
TOTAL NON-OPERATING EXPENSES	0	0.00	0.00	0.00	0.00	0.00

TOTAL BAD DEBT

0 0.00 0.00 0.00 0.00 0.00

TOTAL EXPENDITURES

3,456,900 283,989.50 602,948.93 611.29 2,853,339.78 17.46

REVENUE OVER/(UNDER) EXPENDITURES

(393,000) (2,428.83) (20,646.48) (611.29) (371,742.23) 5.41

Waste August 2022 Payment of Bills

- \$1,611.20– CUMMINS SALES AND SERVICE- SOFTWARE RENEWAL
- \$1,900.00- WOODFORD OIL CO- HYDRAULIC OIL
- \$1,058.98 – NEWLONS INTERNATIONAL SALES – PUMP FOR R-2
- \$20,054.45 – WORLD FUEL SERVICES – AUGUST FUEL BILL
- \$5,810.00 – EC FLEET REPAIR – R-21 REPAIRS & REPAIRS R-12
- \$1,580.00 – NOVA RUBBER CO. – HYD HOSES FOR R-8
- \$26,188.00 – NORTHEAST INDUSTRIAL MFG – 2,4 & 6 YD DUMPSTERS
- \$1,325.00 – JERRY RICE – 53 UNITS FREON EVACUATION
- \$2,170.00 – RELIABLE TIRE CO – CAPS, CASINGS & REPAIRS
- \$6,691.99 – CLEVELAND BROTHERS – EXCAVATOR REPAIRS
- \$63,716.13 – WM CORPORATE SERVICES – JULY 2022 TIPPING & CD TIPPING FEES

08-31-2022 03:15 PM		disbursements 08-01-22 TO 08-31-2022				
FUND: WASTE COLLECTION						
DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT	
WASTE DEPARTMENT	MPL CORPORATION	530-999-00	COLLECTION MISCELLAN	TOWER NETWORK ACCESS FEE A	100.00	
	MON POWER	530-213-00	WASTE COLL. UTILITIE	110088931545 WASTE GARAGE	195.33	
	RALSTON PRESS INC	530-999-00	COLLECTION MISCELLAN	WASTE TAGS & WIRES	557.85	
	RECORD-DELTA NEWSPAPER	530-999-00	COLLECTION MISCELLAN	AD HIRING WASTE MECHANIC	107.00	
	FISHER AUTO PARTS INC	530-343-01	GAS & OIL EXPENSE 1,	24 QTS MOTOR OIL	107.52	
	UNIFIRST CORP.	530-345-00	WASTE COLL. UNIFORMS	JULY 2022 ALL DEPT UNIFORM	757.84	
	COLE TRUCK PARTS INC	530-343-00	TRUCK MAINTENANCE	CLEVIS FOR R12	14.04	
		530-343-00	TRUCK MAINTENANCE	BRAKE CHAMBERS R-3	500.08	
	SOUTHERN STATES COOP INC	530-341-05	SAFETY EQUIPMENT	PCRD-STEEL TOE BOOT B CUTR	134.99	
		530-345-00	WASTE COLL. UNIFORMS	STEEL TOE BOOTS K. NORMAN	174.99	
	ENCOVA INSURANCE	530-226-00	COMP, UNEMPL & INSUR	WCN6007140 7/5/22-8/1/22	3,189.65	
	AIRGAS USA, LLC	530-341-00	SHOP MAINTENANCE	PCRD-WELDING SUPPLIES	515.04	
		530-341-00	SHOP MAINTENANCE	LG CYLINDER LEASE	104.12	
	PROBILLING & FUNDING SERVICE	530-343-00	TRUCK MAINTENANCE	BRAKE DRUMS, CAMS R-12	957.77	
		530-343-00	TRUCK MAINTENANCE	PARTS FOR R-12	323.52	
		530-341-00	SHOP MAINTENANCE	START ALL BOOST PACK	650.00	
	WV PUBLIC EMPLOYEES INSURANC	530-105-00	WASTE EMPLOYEE INSUR	WASTE AUG 2022 HEALTH INS	8,658.16	
		530-105-00	WASTE EMPLOYEE INSUR	WASTE AUG 2022 RETIREE'S I	910.00	
	LESLIE EQUIPMENT CO	530-343-00	TRUCK MAINTENANCE	PARTS FO R-8	433.66	
	GRAINGER	530-343-00	TRUCK MAINTENANCE	VALVE CAVITY R-1	81.73	
	WATER BD-CITY OF BUCKHANNON	530-999-00	COLLECTION MISCELLAN	REIMB FOR WATER METER TEST	30.25	
08-31-2022 03:15 PM		disbursements 08-01-22 TO 08-31-2022				08-31
FUND: WASTE COLLECTION						FUND:
DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT	DEPA
	NAPA-AMTOWER AUTO SUPPLY	530-343-00	TRUCK MAINTENANCE	PARTS FOR R-12	14.83	
		530-341-00	SHOP MAINTENANCE	HYDRAULIC FITTINGS	667.82	
		530-343-00	TRUCK MAINTENANCE	BATTERIES FOR R-12	523.16	
		530-343-00	TRUCK MAINTENANCE	PARTS FOR R-12	427.81	
		530-343-00	TRUCK MAINTENANCE	PARTS FOR R-12	178.83	
		530-343-00	TRUCK MAINTENANCE	PARTS FOR R-12	380.26	
		530-343-00	TRUCK MAINTENANCE	PARTS FOR R-12	7.60	
		530-343-00	TRUCK MAINTENANCE	BULBS&LIGHT RELAY R2,3,8	19.91	
		530-343-00	TRUCK MAINTENANCE	U BOLTS FOR R-2	18.06	
		530-343-00	TRUCK MAINTENANCE	(10) TUBES GREASE	45.90	
	CUMMINS SALES AND SERVICE	530-341-00	SHOP MAINTENANCE	TIRE PATCHES- SHOP STOCK	17.76	
		530-341-00	SHOP MAINTENANCE	TIRE PATCHES- SHOP STOCK	17.70	
		530-343-00	TRUCK MAINTENANCE	FAN BELT FOR R7	45.77	
		530-343-01	GAS & OIL EXPENSE 1,	5W30 OIL & AIR CHUCK	60.64	
		530-343-00	TRUCK MAINTENANCE	V BELT FOR R7	18.15	
		530-343-00	TRUCK MAINTENANCE	PCRD-SOFTWARE RENEWAL	1,611.20	
		530-343-00	TRUCK MAINTENANCE	HYDRAULIC VALVE R-1	326.00	
		530-341-00	SHOP MAINTENANCE	WASTE PEST CNTRL JULY 22`	70.00	
		530-459-01	TOTER SYSTEM	WAS AUG 2022 TOTER PYMT	5,315.25	
		530-106-00	WASTE EMPLOYEE RETIR	WV RETIREMENT CONTRIBUTION	1,422.60	
	TOTAL EQUIPMENT SOLUTIONS	530-106-00	WASTE EMPLOYEE RETIR	WV RETIREMENT CONTRIBUTION	1,387.22	
		530-106-00	WASTE EMPLOYEE RETIR	WV RETIRE TIER2 CONTRIBUTI	651.22	
		530-106-00	WASTE EMPLOYEE RETIR	WV RETIRE TIER2 CONTRIBUTI	706.49	
		530-343-00	TRUCK MAINTENANCE	PARTS FOR R2, R3 & R9	321.82	
		530-343-00	TRUCK MAINTENANCE	PARTS FOR R2, R3 & R9	399.02	
		530-459-00	WASTE COLL. NEW EQUI	25XTJN 2022 RAM 2500 PYMT	1,305.37	
		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	22RKWX 2018 FORD EXPLORER	9.70	
		530-459-00	WASTE COLL. NEW EQUI	25PQXL 2022 CHEVY EQUINOX	305.74	
	JOHN BOGGESS dba VJG ASSOCIA	530-345-00	WASTE COLL. UNIFORMS	GLOVES & CUPS	913.07	
		530-213-00	WASTE COLL. UTILITIE	642-1651 613-0113 0002	65.13	
		530-213-00	WASTE COLL. UTILITIE	677-4586 3862 3867	147.01	
		530-213-00	WASTE COLL. UTILITIE	ALL DEPT JULY 2022 GEOTABS	139.25	
		530-341-00	SHOP MAINTENANCE	(2) 24" PUSH BROOMS	96.00	
		530-343-00	TRUCK MAINTENANCE	AW68 HYDRAULIC OIL	1,900.00	
		530-999-00	COLLECTION MISCELLAN	HELP WANT ADS WAS SYNC WAT	492.66	
		530-104-00	WASTE COLL. F.I.C.A.	FICA WITHHELD AND MATCHED	1,516.72	
		530-104-00	WASTE COLL. F.I.C.A.	FICA WITHHELD AND MATCHED	1,592.46	
		530-104-00	WASTE COLL. F.I.C.A.	MEDICARE WITHHELD & MATCHE	354.73	
	NEWLONS INTERNATIONAL SALESL	530-104-00	WASTE COLL. F.I.C.A.	MEDICARE WITHHELD & MATCHE	372.43	
		530-343-00	TRUCK MAINTENANCE	PUMP FOR R-2	1,058.98	
		530-343-00	TRUCK MAINTENANCE	DEF NOZZLE GASKETS R-2	83.80	
		530-999-00	COLLECTION MISCELLAN	PCRD-JERRY A CELL PHN AND	123.99	
		530-213-00	WASTE COLL. UTILITIE	304-677-3862 JERRY ARNOLD	111.85	
		530-343-01	GAS & OIL EXPENSE 1,	WASTE FUEL BILL JULY 2022	10,083.87	
		530-343-00	TRUCK MAINTENANCE	R-21 REAR END REPAIRS	3,150.00	
		530-343-00	TRUCK MAINTENANCE	STEERING & BRK REPRS R12	2,660.00	
		530-343-00	TRUCK MAINTENANCE	HYD HOSES R-8	1,580.00	
		530-213-00	WASTE COLL. UTILITIE	472-1651-101515-4 CITY HAL	73.61	
	TRAVELERS INSURANCE	530-213-00	WASTE COLL. UTILITIE	472-4443-101915-4 WASTE	70.86	
		530-213-00	WASTE COLL. UTILITIE	304-003-2273-060600-4	24.18	
		530-226-00	COMP, UNEMPL & INSUR	INS PREMIUM AUTO LIAB AUG	1,156.24	
		530-561-00	DUMPSTERS (NEW)	2, 4 & 6 YD DUMPSTERS	26,188.00	

08-31-2022 03:15 PM		disbursements 08-01-22 TO 08-31-2022			
FUND: WASTE COLLECTION					
DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
		534-999-00	GEM & ADM MISC BILLI	PCRD-RUBBER BANDS	8.84
		534-999-00	GEM & ADM MISC BILLI	PCRD-BINDER DIVIDERS RUBBE	9.02
		534-999-00	GEM & ADM MISC BILLI	PCRD-RUBBER BANDS DIVIDERS	3.14
	LOG ME IN - GOTOMEETING	534-999-00	GEM & ADM MISC BILLI	PCRD-ANNUAL GO TO MEETING	48.00
	U.S. POSTAL SERVICE (CMRS-FP	534-218-00	POSTAGE	AUG 2022 POSTAGE	250.00
	FP FINANCE PROGRAM	534-218-00	POSTAGE	MAILER & INSERTER PYMT AUG	94.30
	SUDDENLINK BUSINESS	534-999-00	GEM & ADM MISC BILLI	CITY HALL INTERNET AUG 202	214.63
	TYLER TECHNOLOGIES INC	534-999-00	GEM & ADM MISC BILLI	RECEIPT VALIDATION PRINTER	602.09
	ROSSMAN & CO/PCB CORP	534-999-00	GEM & ADM MISC BILLI	UTL DEBT COLLECTIONS JUNE	92.58
		534-999-00	GEM & ADM MISC BILLI	UTL DEBT COLLECTION JULY 2	57.36
	TRAVELERS INSURANCE	534-226-00	INSURANCE & BONDS	INS PREMIUM AUTO LIAB AUG	1,156.22
	**PAYROLL EXPENSES			8/01/2022 - 8/31/2022	13,609.48
				TOTAL:	24,786.80

D. Department Report:

D.1 Recycling Center Report: Mr. Arnold did not have recycling reports.

D.2 Transfer Station Report: Mr. Arnold did not have recycling reports.

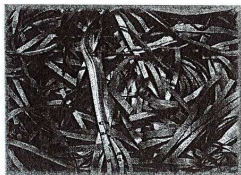
D.3 Waste Collection Report: We have accepted applications for open positions. Very few applications have been turned in and no skilled mechanics have applied. We are weak in diagnostics for newer vehicles. Mr. Arnold has purchased a program, but we are also looking for someone skilled in diagnostic in diesel mechanics. Questioned whether we should expand our search area beyond local newspapers. We do have a contract with the DOH shop manager for some maintenance, but he can only do this on weekends. We are trying to retain the employees we have. Mr. Randall recommends expanding search area and put that salary is with training.

We have had some substantial bills lately with spending a lot on repairs. We have a secondary spare truck. We are having difficulties getting trailers. We can have one fabricated at the cost of \$100,000+. Mr. Arnold recommends getting this one fabricated in addition to the one on back order. Once the new one comes in, take the old one to get repaired. We can schedule an emergency meeting if trailer fails, but will have bid on next agenda.

Free Paper Shred Event at 395 Mud Lick Rd:

The Upshur County Solid Waste Authority is sponsoring a

FREE PAPER SHRED
EVENT



Date: Saturday, September 24, 2022
Time: 9:00 a.m. to 12:00 noon
Place: 395 Mud Lick Rd. Buckhannon
(across from the Transfer Station)



Don't forget that this event is being held across from the Recycling Center on Mud Lick Rd due to safety and efficiency issues!

For more information, contact Director Belinda Lewis
at (814) 327-5218

E. Correspondence and Information:

E.1 Truck Chassis Update: Discussed above.

Good Morning Amberly,

I missed your call yesterday. We're in the process of changing DMS systems, and it has required me to be out of the office a good bit. I checked on your chassis this morning. As of now, the chassis is to be built in December. I'll keep you up to date with anything else I may learn. Let me know if you have any other questions or concerns.

Thanks!

Beau Newlon

Newlons International Sales, LLC

Phone: 304-636-4561

Mobile: 304-614-0469

Fax: 304-636-7155

Email: beau@newlonswv.com

P.O. Box 1334 Elkins, WV 26241

<http://www.newlonsinternational.com/>

E.2 Thank you to Waste Employees from Frank Hall: A nice post of appreciation on Facebook for our waste department employees.

F. Consent Agenda:

F.1 Approval of Minutes: Special 08/02/2022, Regular 08/04/2022: Motion by Randall/Rylands. Motion carries.

G. Strategic Issues for Discussion and/or Vote:

G.1 Recommendation from the Revenue Review Committee Waste Department Wages: The Revenue Review Committee met several times. Each board has representation on the committee. The Waste Board was the first to hear the recommendations of the committee. There will be substantial raises across every department. Waste will have a \$150,000 impact on their budget. This is a larger increase because of drivers. Compared to other local areas, we are well below in pay. We cannot use sales tax or B&O money for salaries. The waste department does have revenue coming in. The waste finances are currently in a good position, some of this is attributed to the polycarts required to identify paying customers. A. Jenkins reminded the board that they need to be cognizant when the PSC recommends an increase because increases have been voted down in the past. Newly approved fuel surcharge suggested by PSC will go into effect next month. Mr. Arnold stated that we have more customers paying for service with the same amount of tonnage. Per PSC rules, we are allowed to negotiate with commercial accounts. It has been discussed to do a waste audit once a year on business that are in operation full-time. We could adjust audits on peak times for businesses that fluctuate. Mr. Rylands stated that we have the revenue and have thoughtfully looked at it. Mr. Arnold stated that this is mainly based on skill set, not longevity. Pay increase will go into effect in November. A list of recommended pay increases were shared with board members only.

Motion to approve Pay Increases for the Waste Department Employees by Rylands/Randall. Motion carries unanimously.

H. Board Members Comments and Announcements:

- **Scott Randall:** Appreciated the thoughts and prayers. He has beat Covid.
- **CJ Rylands:** Glad to move forward. He would like to see more balance between commercial and residential customers.
- **Mayor:** Thanked Scott Randall specifically for his research and the board as a whole for supporting pay raises. A sincere thank you to all employees.
- **Randy Sanders:** Seconded Mayor Skinner's remarks.

I. Adjournment:

Motion to adjourn at 8:13am by Randall/Rylands.

Mayor Robert N. Skinner III

City Recorder Randall H. Sanders
