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: <u>+1 (669) 224-3412</u> 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

Call to Order Α.

A.1 Moment of Silence

A.2 Pledge to the Flag of the United States of America

- **B.** Recognized Guests
- **B.1**
- **Financial Report-Amby Jenkins** C. 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

Consent Agenda F.

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

Adjournment I.

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.

Recognized Guests: No recognized guests. B.

Financial Report-Amby Jenkins: C.

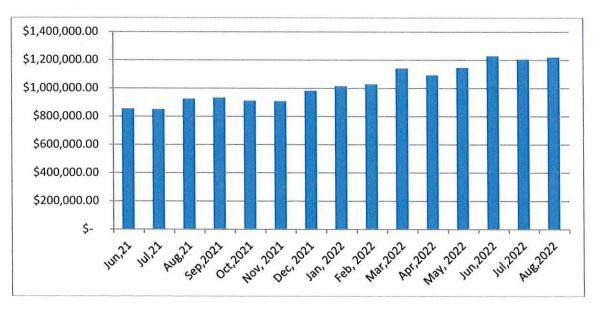
C.1 August 2022: Mrs. Jenkins presented and explained the following information. This is the report at this moment. There may be a few additional charges to come in as it is just September 1st.

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

Money Market & Checkin	8	2 H				
8-31-2022 03:18 PM		REVENUE & EXPEN	F BUCKHANNON SE REPORT (UNAUDI' JGUST 31ST, 2022	red)		
404-WASTE COLLECTION				% OF	YEAR COMPLETED	: 16.67
	CURRENT	CURRENT	YEAR TO DATE	TOTAL	BUDGET	% YTD
REVENUES	BUDGET	PERIOD	ACTUAL	ENCUMBERED	BALANCE	BUDGET
TAXES	1 500	0.00	0.00	0.00	1,500.00	0.00
404-303-002-00 RECYCLE-ALUMINUM 404-303-003-00 RECYCLE-OCC-CARDBOARD	1,500 2,000	0.00 2,841.80	0.00 2,841.80	0.00 (142.09
404-303-003-00 RECICLE-OCC-CARDBOARD	2,000	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	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	69,000	18,033.27	38,321.35	0.00	30,678.65	55.54
404-341-000-00 FUEL SURCHARGE	69,000	18,033.27	38,321.35	0.00	30,678.65	55.54
UTILITY BILLINGS						
404-350-000-00 WASTE COLLECTION BILLINGS		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	310,000	37,564.60	71,751.60	0.00	238,248.40	23.15
404-355-000-00 TRANSFER ST/LANDFILL RECE 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	0	0.00	0.00	0.00	0.00	0.00
404-370-000-01 LATE CHARGES 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 25,924.93	0.00
404-399-000-00 WASTE COLL. MISCELLANEOUS	30,000	2,644.05 0.00	4,075.07 0.00	0.00	25,924.93	13.58
404-399-000-02 GAIN ON DISPOSAL OF ASSET 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

8-31-2022	03:18	PM

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

404-WASTE COLLECTION		AS OF: A	JGUST 31ST, 2022			
404-WASTE COLLECTION				% OF	YEAR COMPLETE	D: 16.67
DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
WASTE DEPARTMENT						
SALARIES & BENEFITS 404-530-103-00 WASTE EMPLOYEES SALARIES	629,000	50,403.58	101,372.45	0.00	527,627.55	16.12
404-530-103-01 WASTE COMPENSATED ABSENCE 404-530-104-00 WASTE COLL. F.I.C.A.		0.00 3,836.34	0.00 7,715.98	0.00	0.00	0.00
404-530-105-00 WASTE EMPLOYEE INSURANCE	167,382	9,568.16	48,054.48	0.00	119,327.52 48,200.99	28.71
404-530-106-00 WASTE EMPLOYEE RETIREMENT TOTAL SALARIES & BENEFITS	<u>56,610</u> 901,192	4,167.53 67,975.61	<u> 8,409.01</u> 165,551.92	0.00	735,640.08	
CONTRACTUAL SERVICES 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_ TOTAL CONTRACTUAL SERVICES	58,000 76,100	4,345.89 5,173.11	12,748.57 14,376.75	0.00	45,251.43	
COMMODITIES	10 100	0 100 44	2 421 70	171 05	38,876.26	8.48
404-530-341-00 SHOP MAINTENANCE 404-530-341-05 SAFETY EQUIPMENT	42,480 10,000	2,138.44 134.99	3,431.79 134.99	171.95 0.00	9,865.01	1.35
404-530-343-00 TRUCK MAINTENANCE 404-530-343-01 GAS & OIL EXPENSE 1,2,3,4	80,000 90,000	17,081.90 10,252.03	23,339.68 23,731.28	0.00	56,660.32 66,268.72	
404-530-344-00 MAINTENANCE OTHER DEPTS.	2,200	0.001,845.90	0.00 2,282.88	0.00	2,200.00	
404-530-345-00 WASTE COLL. UNIFORMS TOTAL COMMODITIES	13,900 238,580	31,453.26	52,920.62	171.95	185,487.43	22.25
CAPITAL OUTLAY 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 TOTAL CAPITAL OUTLAY	23,500	5,315.25 7,943.24	10,630.50 19,114.81	0.00	12,869.50 148,017.19	$\frac{45.24}{11.44}$
CONTRIBUTIONS	30,000	26,188.00	26,188.00	0.00	3,812.00	87.29
404-530-561-00 DUMPSTERS (NEW) TOTAL CONTRIBUTIONS	30,000	26,188.00	26,188.00	0.00	3,812.00	87.29
NON-OPERATING EXPENSES 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						
SALARIES & BENEFITS		7 744 00	15 561 54	0.00	84,438.46	15.56
404-531-103-00 RECYCLING SALARIES 404-531-103-01 ADJUST COMPENSATED ABSENC	100,000 0	7,744.98 0.00	15,561.54 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
8-31-2022 03:18 PM		REVENUE & EXPENS	BUCKHANNON E REPORT (UNAUDIT GUST 31ST, 2022	ED)		
404-WASTE COLLECTION		AS OF. AU	3031 3131, 2022	% OF 1	YEAR COMPLETED:	16.67
	CURRENT	CURRENT	YEAR TO DATE	TOTAL	BUDGET	% YTD
DEPARTMENTAL EXPENDITURES	BUDGET	PERIOD	ACTUAL	ENCUMBERED	BALANCE	BUDGET
404-531-105-00 GROUP INSURANCE 404-531-106-00 GROUP RETIREMENT	24,000 9,000	1,445.28 697.05	7,166.55	0.00	16,833.45 7,599.46	29.86 15.56
TOTAL SALARIES & BENEFITS	140,650	10,476.84	25,313.16	0.00	115,336.84	18.00
CONTRACTUAL SERVICES 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 TOTAL CONTRACTUAL SERVICES	4,500 9,800	497.09 1,015.78	1,702.51 2,728.20	0.00	2,797.49 7,071.80	$\frac{37.83}{27.84}$
COMMODITIES 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 9,284.52	23.56
404-531-343-02 EQUIPMENT MAINTENANCE 404-531-399-00 MISCELLANEOUS	9,600 5,400	315.48 68.88	315.48 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
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	13,487.48	35,735.03	0.00	153,714.97	18.86
LANDFILL						
CONTRACTUAL SERVICES				a and	age Wand	
404-532-216-00 TESTING/MONITOR WELLS	0	0.00	0.00	0.00	0.00	0.00

CONTRACTUAL SERVICES 404-532-216-00 TESTING/MONITOR WELLS 404-532-216-01 TREATMENT OF LEACHATE TOTAL CONTRACTUAL SERVICES	0 35,000 35,000	0.00 2,675.45 2,675.45	0.00 3,027.29 3,027.29	0.00	0.00 <u>31,972.71</u> 31,972.71	0.00 8.65 8.65
CAPITAL OUTLAY 404-532-461-00 BONDING (LANDFILL) TOTAL CAPITAL OUTLAY	0	0.00	0.00	0.00	0.00	0.00
CONTRIBUTIONS 404-532-599-00 WASTE DEPRECIATION 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						
<u>SALARIES & BENEFITS</u> 404-533-103-00 SALARIES TRANSFER STATION 404-533-103-01 ADJUST COMPENSATED ABSENC 404-533-104-00 FICA TAX 404-533-105-00 GROUP INSURANCE	105,000 0 8,033 16,000	4,309.66 0.00 326.68 686.76	17,468.66 0.00 1,330.34 3,933.02	0.00 0.00 0.00 0.00	87,531.34 0.00 6,702.66 12,066.98	16.64 0.00 16.56 24.58

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

		AD OI . II	00001 5101/ 2022			
404-WASTE COLLECTION				% OF	F 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
TOTAL DIDINIZED & FEILER						
CONTRACTUAL SERVICES		101 25	000 10	0.00	10 207 E1	7.17
404-533-213-00 UTILITIES	11,200	404.75 305.00	802.49 2,099.34	0.00	10,397.51 1,092.66	65.77
404-533-216-00 DRAINAGE EXPENSE TRANSFER 404-533-226-00 INSURANCE & BONDS	3,192 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
TOTAL CONTRACTORS SERVICES	0.7002	_,			ECONTRACT ECONOMIC ECONOMIC	
COMMODITIES			5.5	1 212 1 2 2	10 10 10 ISS	
404-533-343-00 EQUIPMENT MAINTENANCE	20,000	9,072.54	10,020.06	439.34	9,540.60	52.30 33.93
404-533-343-01 FUEL/OIL TRANSFER STA. 7,	60,000	8,620.68	20,356.01 5,737.56	0.00	39,643.99 34,262.44	33.93 14.34
404-533-343-02 MAINTENANCE TRUCK/TRAILER	40,000 4,000	4,668.47 183.30	183.30	0.00	3,816.70	4.58
404-533-345-00 UNIFORMS	124,000	22,544.99	36,296.93	439.34	87,263.73	29.63
IOTAL COMMODITIES	121/000	22/011100	/		6 1 7320 - 3	
CAPITAL OUTLAY				alar mereari		
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 0.00	13.77 0.00
404-533-461-00 BONDING TRANSFER STATION	0	0.00	0.00	0.00	0.00	0.00
404-533-464-00 STATE GRANT	0	0.00	0.00	0.00	0.00	0.00
404-533-470-00 TIRE DISPOSAL 404-533-478-00 ROAD MAINTENANCE	10,000	0.00	0.00	0.00	10,000.00	0.00
404-533-478-00 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	5,300	1,089.99	1,094.99	0.00	4,205.01	20.66
404-533-999-00 MISCELLANEOUS TRANSFER ST TOTAL NON-OPERATING EXPENSES	5,300	1,089.99	1,094.99	0.00	4,205.01	20.66
TOTAL NON OPERATING EXTENSES	0/000	-,	-,		0012	
TOTAL TRANSFER STATION	1,347,367	102,894.80	214,230.37	439.34	1,132,697.29	15.93
WASTE OFFICE/BOARD						
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
404-534-101-00 WASTE BOARD OFFICERS SALA 404-534-103-00 CLERK, ATTORNEY, ENGINEER	160,000	12,609.48	26,392.37	0.00	133,607.63	16.50
404-534-103-00 CLERK, ATTORNET, ENGINEER 404-534-103-01 ADJUST COMPENSATED ABSENC	100,000	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-'34-219-00 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

8-31-2022 03:18 PM

8-31-2022 03:18 PM			BUCKHANNON E REPORT (UNAUDII GUST 31ST, 2022	ED)		
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 TOTAL CONTRACTUAL SERVICES	15,000 47,000	1,182.34 2,276.64	3,467.70 5,759.63	0.00	11,532.30 41,240.37	23.12 12.25
COMMODITIES 404-534-353-00 PSC ASSESSMENTS 404-534-399-00 MISCELLANEOUS TOTAL COMMODITIES	8,000 0 8,000	0.00	8,095.73 0.00 8,095.73	0.00 (0.00 (0.00 (95.73) 0.00 95.73)	101.20 0.00 101.20
CAPITAL OUTLAY 404-534-459-00 CAPTIAL EXPENSE 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 404-534-999-00 GEM & ADM MISC BILLING EX TOTAL NON-OPERATING EXPENSES	105,359 53,000 158,359	0.00 <u>5,719.82</u> 5,719.82	0.00 <u>19,625.98</u> 19,625.98	0.00 0.00 0.00	105,359.00 33,374.02 138,733.02	0.00 <u>37.03</u> 12.39
TOTAL WASTE OFFICE/BOARD	456,079	24,786.80	69,508.89	0.00	386,570.11	15.24
BAD DEBT						
NON-OPERATING EXPENSES 404-550-676-00 BAD DEBT EXPENSE(return <u>c</u> 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

\$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

EPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
ASTE DEPARTMENT	MPL CORPORATION	530-999-00		I TOWER NETWORK ACCESS FEE A	100.0
	MON POWER	530-213-00		: 110088931545 WASTE GARAGE	195.3 557.8
	RALSTON PRESS INC	530-999-00 530-999-00		I WASTE TAGS & WIRES I AD HIRING WASTE MECHANIC	107.0
	RECORD-DELTA NEWSPAPER FISHER AUTO PARTS INC	530-343-01		24 QTS MOTOR OIL	107.5
	UNIFIRST CORP.	530-345-00		JULY 2022 ALL DEPT UNIFORM	757.8
	COLE TRUCK PARTS INC	530-343-00	TRUCK MAINTENANCE	CLEVIS FOR R12	14.0
		530-343-00	TRUCK MAINTENANCE	BRAKE CHAMBERS R-3	500.0
	SOUTHERN STATES COOP INC	530-341-05	SAFETY EQUIPMENT	PCRD-STEEL TOE BOOT B CUTR	134.9 174.9
	ENCOVA INSURANCE	530-345-00 530-226-00	COMP UNEMPL & INSUE	STEEL TOE BOOTS K. NORMAN WCN6007140 7/5/22-8/1/22	3,189.6
	AIRGAS USA, LLC	530-341-00	SHOP MAINTENANCE	PCRD-WELDING SUPPLIES	515.0
	Milliono oon, 100	530-341-00	SHOP MAINTENANCE	LG CYLINDER LEASE	104.1
	PROBILLING & FUNDING SERVICE		TRUCK MAINTENANCE	BRAKE DRUMS, CAMS R-12	957.7
		530-343-00	TRUCK MAINTENANCE	PARTS FOR R-12	323.5
	WIL BURLING ENDLOYERS INCOMPANY	530-341-00	SHOP MAINTENANCE	START ALL BOOST PACK WASTE AUG 2022 HEALTH INS	650.0 8,658.1
	WV PUBLIC EMPLOYEES INSURANCE	530-105-00		WASTE AUG 2022 RETIREE'S I	910.0
	LESLIE EQUIPMENT CO	530-343-00	TRUCK MAINTENANCE	PARTS FO R-8	433.6
	GRAINGER	530-343-00	TRUCK MAINTENANCE	VALVE CAVITY R-1	81.7
	WATER BD-CITY OF BUCKHANNON	530-999-00	COLLECTION MISCELLAN	REIMB FOR WATER METER TEST	30.2
1-2022 03:15 PM	disburse	ements 08-01-22	2 TO 08-31-2022		
: WASTE COLLECTIO	N				
RTMENT	VENDOR NAME	L ACCOUNT	ACCOUNT DESCRIPTION D	ESCRIPTION	AMOUNT
	NAPA-AMTOWER AUTO SUPPLY 5	30-343-00	TRUCK MAINTENANCE P.	ARTS FOR R-12	14.83
		30-341-00		YDRAULIC FITTINGS	667.82
	5	30-343-00		ATTERIES FOR R-12	523.16
		30-343-00		ARTS FOR R-12	427.81
		30-343-00	TRUCK MAINTENANCE P.	ARTS FOR R-12	178.83 380.26
		30-343-00 30-343-00	TRUCK MAINTENANCE P. TRUCK MAINTENANCE P.	ARTS FOR R-12	7.60
		30-343-00	TRUCK MAINTENANCE B	ULBS&LIGHT RELAY R2,3,8	19.91
	-	20 212 00	TRUCK MAINTENANCE II	BOLTS FOR R-2	18.06
	5	30-343-00	TRUCK MAINTENANCE (10) TUBES GREASE	45.90
	5	30-343-00 30-341-00 30-341-00 30-343-00 30-343-01 520-343-00	SHOP MAINTENANCE T	IRE PATCHES- SHOP STOCK	17.76
	5	30-341-00	SHOP MAINTENANCE T	IRE PATCHES- SHOP STOCK	17.70 45.77
	5	30-343-00	TRUCK MAINTENANCE F. GAS & OIL EXPENSE 1, 5	AN BELT FOR R7 W30 OIL & AIR CHUCK	45.77
		530-343-00	TRUCK MAINTENANCE		18
	CUMMINS SALES AND SERVICE	530-343-00	TRUCK MAINTENANCE	PCRD-SOFTWARE RENEWAL	1,611
	HOLTZ INDUSTRIES INC	530-343-00	TRUCK MAINTENANCE	HYDRAULIC VALVE R-1	326
	DODSON BROS EXTERMINATING CC		SHOP MAINTENANCE	WASTE PEST CNTRL JULY 22	70 5 215
	FIRST COMMUNITY BANK WV PUBLIC EMPLOYEES RETIREME	530-459-01	TOTER SYSTEM	WAS AUG 2022 TOTER PYMT R WV RETIREMENT CONTRIBUTION	5,315 1,422
	WV PUBLIC EMPLOYEES RETIREME	530-106-00		R WV RETIREMENT CONTRIBUTION	1,387
		530-106-00		R WV RETIRE TIER2 CONTRIBUTI	651
		530-106-00		R WV RETIRE TIER2 CONTRIBUTI	706
	TOTAL EQUIPMENT SOLUTIONS	530-343-00	TRUCK MAINTENANCE	PARTS FOR R2, R3 & R9	321
		530-343-00	TRUCK MAINTENANCE	PARTS FOR R2, R3 & R9	399
	ENTERPRISE FM TRUST	530-459-00		I 25XTJN 2022 RAM 2500 PYMT	1,305 635
		530-459-00 530-459-00		I 22WCPJ 2019 RAM 1500 PYMT I 22RKXV 2019 FORD F-150 PYM	635 371
		530-459-00		I 22RKWX 2019 FORD F-150 PIM I 22RKWX 2018 FORD EXPLORER	571
		530-459-00		I 25PQXL 2022 CHEVY EQUINOX	305
	JOHN BOGGESS dba VJG ASSOCIA		WASTE COLL. UNIFORM	S GLOVES & CUPS	913
	US CELLULAR	530-213-00		E 642-1651 613-0113 0002	65
		530-213-00		E 677-4586 3862 3867	147
	SPRINT	530-213-00	WASTE COLL. UTILITI	E ALL DEPT JULY 2022 GEOTABS	139
	STEVEN C RODEHEAVER	530-341-00		(2) 24" PUSH BROOMS	96
	WOODFORD OIL COMPANY	530-343-00		AW68 HYDRUALIC OIL N HELP WANT ADS WAS SYC WAT	1,900 492
	MY BUCKHANNON INTERNAL REVENUE SERVICE	530-999-00 530-104-00		. FICA WITHHELD AND MATCHED	1,516
	THISTNAR REVENUE SERVICE	530-104-00		. FICA WITHHELD AND MATCHED	1,592
		530-104-00		. MEDICARE WITHHELD & MATCHE	354
		530-104-00	WASTE COLL. F.I.C.A	. MEDICARE WITHHELD & MATCHE	372
	NEWLONS INTERNATIONAL SALESL		TRUCK MAINTENANCE		1,058
		530-343-00	TRUCK MAINTENANCE	DEF NOZZLE GASKETS R-2	83
	AT&T MOBILITY	530-999-00		N PCRD-JERRY A CELL PHN AND	123
		530-213-00		E 304-677-3862 JERRY ARNOLD	10 083
	WORLD FUEL SERVICES, INC.	530-343-01		, WASTE FUEL BILL JULY 2022 R-21 REAR END REPAIRS	10,083 3,150
	EC FLEET REPAIR, LLC	530-343-00		R-21 REAR END REPAIRS STEERING & BRK REPRS R12	2,660
	no rabbi narnin, 200				
		530-343-00 530-343-00		HYD HOSES R-8	1.580
	NOVA RUBBER COMPANY	530-343-00	TRUCK MAINTENANCE		1,580 73
		530-343-00 530-213-00	TRUCK MAINTENANCE WASTE COLL. UTILITI	HYD HOSES R-8 E 472-1651-101515-4 CITY HAL E 472-4443-101915-4 WASTE	
	NOVA RUBBER COMPANY	530-343-00	TRUCK MAINTENANCE WASTE COLL. UTILITI WASTE COLL. UTILITI	E 472-1651-101515-4 CITY HAL	73

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disbursements 08-01-22 TO 08-31-2022

FUND: WASTE COLLECTION

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	**PAYROLL EXPENSES			8/01/2022 - 8/31/2022	50,403.58
	PAIROLL EAPENSES			TOTAL:	140,144.97
RECYCLING DEPARTMENT	MON POWER	531-213-00	UTILITIES	110088931701 RECYCLING CEN	366.94
ACTOBING DEFAMILIENT	SOUTHERN STATES COOP INC	531-343-01	FUEL - RECYCLING CEN	PROPANE	132.55
	ENCOVA INSURANCE	531-226-00	INSURANCE & BONDS	WCN6007140 7/5/22-8/1/22	497.09
	WV PUBLIC EMPLOYEES INSURANC			WASTE AUG 2022 HEALTH INS	1,235.28
	WV FOBLIC EMPHOTEES INSOLANC	531-105-00	GROUP INSURANCE GROUP INSURANCE	WASTE AUG 2022 RETIREE'S I	210.00
	NAPA-AMTOWER AUTO SUPPLY	531-343-00	TRUCK MAINTENANCE		128.05
	WV PUBLIC EMPLOYEES RETIREME		GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	368.44
	WV FODDIC BREDOTEDO REFIREME	531-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	328.61
	SPRINT	531-213-00	UTILITIES	ALL DEPT JULY 2022 GEOTABS	139.25
	INTERNAL REVENUE SERVICE	531-104-00	FICA TAX	FICA WITHHELD AND MATCHED	252.60
	INIBIAND NEVEROD OBIATOD	531-104-00	FICA TAX	FICA WITHHELD AND MATCHED	225.18
		531-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	59.09
		531-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	52.66
	PEOPLES NATURAL GAS	531-213-00	FICA TAX FICA TAX FICA TAX UTILITIES	200008184083 RECYCLE CENTE	12.50
	KENNY ALEXANDER	531-399-00	MISCELLANEOUS	REIMBURSE STEEL TOE BOOTS	68.88
		531-343-01		WASTE FUEL BILL JULY 2022	1,349.90
	R & R REPAIR, LLC	531-343-02	EQUIPMENT MAINTENANC		315.48
	**PAYROLL EXPENSES			8/01/2022 - 8/31/2022	7,744.98
				TOTAL:	13,487.48
LANDFILL	BUCKHANNON UTIL BOARDS	532-216-01	TREATMENT OF LEACHAT	MUDLICK LEACHATE AUG & SEP	2,194.56
	STURM ENVIRONMENTAL SERVICES	532-216-01		JULY MONTHLY TESTS	304.00
	HARRISON RURAL ELECTRIC		TREATMENT OF LEACHAT	TURKEY RUN LNDFILL AUG 202	176.89
				TOTAL:	2,675.45
TRANSFER STATION	MON POWER	533-213-00	UTILITIES	110088931610 MUD LICK RD	189.88
	MONT LEVINE INC.	533-343-02		STEEL PLATE FOR R11 TRAIL	1,153.40
	UNIFIRST CORP.	533-345-00			
	VALLEY STEEL SERVICE	533-343-02		STEEL FOR R11 FLOOR REPAI	
	ENCOVA INSURANCE	533-226-00		WCN6007140 7/5/22-8/1/22	455.67
	WV PUBLIC EMPLOYEES INSURANC			WASTE AUG 2022 HEALTH INS	616.76
		533-105-00	GROUP INSURANCE	WASTE AUG 2022 RETIREE'S I	70.00
	NAPA-AMTOWER AUTO SUPPLY	533-343-00	EQUIPMENT MAINTENANC	FAN BELT- T/S SKID STEER	45.97
		533-343-02	MAINTENANCE TRUCK/TR	FREON & PAG OIL WIPER BLADE - EXCAVATOR	332.48
		533-343-00	EQUIPMENT MAINTENANC	WIPER BLADE - EXCAVATOR	2.99
		533-343-02	MAINTENANCE TRUCK/TR	FILTERS & BELTS 533-1231	146.95
		533-343-02		FILTERS & BELTS 533-1231	52.26
	JERRY W RICE	533-460-00	TIPPING FEES	53 UNITS FREON EVACUATION	1,325.00 305.00
	STURM ENVIRONMENTAL SERVICES			JULY MONTHLY TESTS	500.07
	PRECISION MACHINE & HYDRAULI			CAT 305.5 CYL REBUILD	504.93
		533-343-00		CAT 305.5 CYLINDER REBUIL PARTS FOR CAT 305.5 EXCAV	74.12
	LOWES BUSINESS ACCOUNTS	533-343-00		PARTS FOR S4 BACKHOE	402.50
	STATE EQUIPMENT INC.	533-343-00			383.47
		533-343-00		PARTS FOR S4 BACKHOE WV RETIREMENT CONTRIBUTION	193.93
	WV PUBLIC EMPLOYEES RETIREME		GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	193.93
	DODUDY MOODS	533-106-00	GROUP RETIREMENT	REIMB PAIR OF WORK BOOTS	89.99
	RODNEY WOODS	533-999-00		HOSE FOR HYDRAULIC BROOM	191.50
	SYLVESTER W. LOWTHER	533-343-00		HYD. HOSE & FITTING R-16	47.38
		533-343-02		WAS 2018 GARBAGE TRK AUG 2	2,239.50
		533-459-00 533-459-00		WAS 2018 GARBAGE TRK AUG 2 WAS SEPT 22 CLOSED TOP TRL	2,239.50
08-31-2022 03:15 PM	disburs	ements 08-01-22	TO 08-31-2022		

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUN
		533-459-00	NEW EQUIPMENT	WAS RD TRACTOR SEPT 2022 P	2,304.6
	SPRINT	533-213-00	UTILITIES	ALL DEPT JULY 2022 GEOTABS	139.2
	RELIABLE TIRE COMPANY	533-343-02		CAPS, CASINGS & REPAIRS	2,170.0
	INTERNAL REVENUE SERVICE	533-104-00	FICA TAX	FICA WITHHELD AND MATCHED	132.3
	INTERNAL REVENCE SERVICE	533-104-00	FICA TAX	FICA WITHHELD AND MATCHED	132.3
		533-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	30.9
		533-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	30.9
	PEOPLES NATURAL GAS	533-213-00	UTILITIES	200008184349 WASTE COLL	4.7
	CLEVELAND BROTHERS EQUIPMENT		EQUIPMENT MAINTENANC		110.6
	CHEVENING DIGINARIO DESITING	533-343-00	FOUTPMENT MAINTENANC	EXCAVATOR PARTS	127.3
		533-343-00	FOULPMENT MAINTENANC	EXCAVATOR PARTS	3,154.4
		533-343-00	EQUIPMENT MAINTENANC	HYD CYLINDER - CAT EXCAVA	33.0
		533-343-00		HYD CYLINDER 305.5	1,730.6
		533-343-00		HYD CYLINDER - CAT EXCAVA	1,535.8
	TIRE AND RUBBER INC	533-460-00	TIPPING FEES	JULY 2022 TIRE DISPOSAL	521.0
	WM CORPORATE SERVICES, INC.	533-460-00	TIPPING FEES	JULY 2022 TIPPING FEES	50,285.6
	WH CONTONAIL BERVICED, INC.	533-460-00	TIPPING FEES	CD TIPPING FEES 7/16/22-7/	6,014.3
		533-460-00	TIPPING FEES	CD TIPPING FEES 8/1/22-8/1	7,416.1
	WORLD FUEL SERVICES, INC.	533-343-01		WASTE FUEL BILL JULY 2022	8,620.6
	SOUTH END GLASS	533-343-00		INSTALL GLASS EXCAVATOR	150.0
	SOOTH END GEROO	533-343-00		REMOVE GLASS FROM BACKHOE	125.0
	WV DEPARTMENT OF ENVIROMENTA			LANDFILL PREMIT RENEWAL	1,000.0
	FRONTIER	533-213-00	UTILITIES	472-4443-101915-4 WASTE	70.8
	TRAVELERS INSURANCE	533-226-00	INSURANCE & BONDS	INS PREMIUM AUTO LIAB AUG	1,156.2
	**PAYROLL EXPENSES	555 220 00	1100141100 0 00000	8/01/2022 - 8/31/2022	4,309.6
	TATION BALBADES			TOTAL:	102,894.8
WASTE OFFICE/BOARD	GATES SUPPLY	534-999-00	GEM & ADM MISC BILLI	2 ROLLS 36" PAPER - PLOTT	48.9
	ENCOVA INSURANCE	534-226-00	INSURANCE & BONDS	WCN6007140 7/5/22-8/1/22	26.1
	WV PUBLIC EMPLOYEES INSURANC		GROUP INSURANCE	WASTE AUG 2022 HEALTH INS	864.1
	WV FOBLIC EMPOTEES INSOLUME	534-105-00	GROUP INSURANCE	WASTE AUG 2022 RETIREE'S I	163.3
	HART OFFICE SOLUTIONS INC	534-999-00		CTY HALL COPIER OVRG 8/202	44.9
	WV PUBLIC EMPLOYEES RETIREME			WV RETIREMENT CONTRIBUTION	334.8
	WV FOBLIC EMPLOTEES RETIREME	534-106-00		WV RETIREMENT CONTRIBUTION	323.0
		534-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	254.3
		534-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	200.6
	BUCKHANNON POSTMASTER	534-218-00	POSTAGE	PERMIT #10 POSTAGE	750.0
	PAYROLL ACCOUNT (ALL DEPTS)	534-999-00	GEM & ADM MISC BILLI		187.6
	COLLECTION ACCOUNT	534-999-00	GEM & ADM MISC BILLI		1,408.8
	TOSHIBA FINANCIAL SERVICES	534-999-00		CH COPIER LEASE & PROP TAX	218.7
	WASTE COLLECTION BOARD	534-999-00	GEM & ADM MISC BILLI		276.3
	WASTE CODESCITOR DOMAS	534-999-00	GEM & ADM MISC BILLI		234.3
	RAVEN ROCK NETWORKS INC	534-999-00		COMPUTERS FRONT WINDOWS	813.9
	NAVEN ROCK NETWORRD THE	534-999-00		IT SERVICE CONTRACT AUG 20	370.0
	DLT SOLUTIONS LLC	534-999-00		AUTOCAD SOFTWARE RENEWAL	477.6
	MY BUCKHANNON	534-999-00	GEM & ADM MISC BILLI		321.4
	WALMART STORES INC -BUCKHANN			CLEANING SUPP CITY HALL	23.7
	MADIANI STONES ING -DOCKHANN	534-999-00	GEM & ADM MISC BILLI		37.3
		534-999-00		SUPPLIES FOR CITY HALL	49.1
	INTERNAL REVENUE SERVICE	534-104-00	FICA TAX	FICA WITHHELD AND MATCHED	482.8
	THIERNAL REVENUE SERVICE	534-104-00	FICA TAX	FICA WITHHELD AND MATCHED	360.5
			LICH INA	LIGH MILINGED FIND FIRIGIED	500.5
			FICA TAX	MEDICARE WITHHELD & MATCHE	112 0
		534-104-00 534-104-00	FICA TAX FICA TAX	MEDICARE WITHHELD & MATCHE MEDICARE WITHHELD & MATCHE	112.9

08-31-2022 03:15	PM disbur	sements 08-01-2	22 TO 08-31-2022		
FUND: WASTE COL	LECTION				
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	94.3
	SUDDENLINK BUSINESS	534-999-00	GEM & ADM MISC BILLI	CITY HALL INTERNET AUG 202	214.6
	TYLER TECHNOLOGIES INC	534-999-00	GEM & ADM MISC BILLI	RECEIPT VALIDATION PRINTER	602.0
	ROSSMAN & CO/PCB CORP	534-999-00	GEM & ADM MISC BILLI	UTL DEBT COLLECTIONS JUNE	92.51
	Robbinni a boj rob bena	534-999-00	GEM & ADM MISC BILLI	UTL DEBT COLLECTION JULY 2	57.3
	TRAVELERS INSURANCE	534-226-00	INSURANCE & BONDS	INS PREMIUM AUTO LIAB AUG	1,156.2
	**PAYROLL EXPENSES			8/01/2022 - 8/31/2022	13,609.41
	Introdu Shi Brobb			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.

Beau Newlon <beau@newlonswv.com> To: amby.jenkins@buckhannonwv.org

Good Morning Amberly,

I missed you 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@newlonswy.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
