

**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, April 6, 2023, 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 - GTM
Jay Hollen	City Engineer	Present
Jerry Arnold	Director of Public Works	Present
Amberle Jenkins	Assistant Recorder/Director of Finance	Present

*City of Buckhannon Waste Collection Board 7:30 a.m., at City Hall in Council Chambers  
Meeting Agenda for Thursday, April 6, 2023*

- 
- 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 March 2023
  - D. Department Report**
    - D.1 Recycling Center Report
    - D.2 Transfer Station Report
    - D.3 Waste Collection Report
  - E. Correspondence and Information**
    - E.1 Memo: Employees disposing of personal residential waste at city worksites.
  - F. Consent Agenda**
    - F.1 Approval of Minutes: 03/02/23
  - G. Strategic Issues for Discussion and/or Vote**
    - G.1 Waste Collection Board Budget Revision FY 2022/2023
    - G.2 Draft Waste Collection Board Budget FY 2023/2024
    - G.3 Operational Waste Management Plan
  - H. Board Members Comments and Announcements**
  - I. Adjournment**

Posted 03/31/2023

**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 March 2023** – Amby Jenkins presented and explained the following information:

WASTE BOARD  
CITY OF BUCKHANNON  
BALANCE SHEET

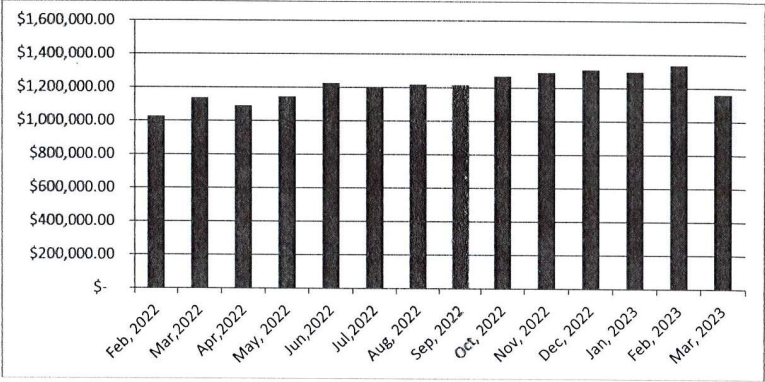
Balance March 31, 2023  
Money Market & Checking \$1,162,391.56

CD (renews June 2023) \$ 30,886.49

CDAR (renew April 2024) \$ 27,827.48

CD (citizen’s bank open Mar 2023) \$ 200,000.00

Landfill Bond \$64,000.00 (Letter of Credit required by DEP with First Community Bank 5-26-2021)



Money Market & Checking Trend

Waste March 2023 Payment of Bills

- \$3,863.12– HOLTZ INDUSTRIES- WINCH & CAMERA EQUIPMENT
- \$3,094.34- PRECISION MACHINE & HYDRAULICS-HYD PUMP & PTO REBUILD R7
- \$2,064.00 – RELIABLE TIRE CO – TIRES & REPAIRS
- \$2,200.00 – WOODFORD OIL – 222 GAL HYDRAULIC FLUID
- \$17,297.53 – WORLD FUEL SERVICES – FEB 2023 FUEL BILL
- \$2,430.00 – RIGGING WAREHOUSE – WIRELESS BLUETOOTH BLUELI
- \$2,030.84 – NEWLONS INTERNATIONAL – R21 OIL COOLER KIT, R22 BRAKE CHAMBER BRACKET, R21 TEMP/SENSOR CONNECTOR
- \$1,833.00 – JOHNNY’S RADIATOR REPAIR – RADIATOR & CAC FOR R9
- \$3,033.44 – UNIONTOWN AUTO SPRING CO – UBOLTS & SPRINGS
- \$4,546.00 – RELIABLE TIRE CO – TIRES FOR BACKHOE
- \$64,913.81 – WM CORPORATE SERVICES – FEB 2023 TIPPING FEES & CD TIPPING FEES
- \$10,000.00 – CITY OF BUCKHANNON – FY 2022-23 RENT

04-04-2023 04:31 PM		DISBURSEMENTS 3/01/23 to 3/31/23			
FUND: WASTE COLLECTION					
DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
NON DISBURSEMENTS					
WASTE DEPARTMENT	MPL CORPORATION	530-999-00	COLLECTION MISCELLAN	MARCH 2023 TWR NTRWK ACCES	100.00
	MON POWER	530-213-00	WASTE COLL. UTILITIE	110088931545 WASTE GARAGE	247.54
	FISHER AUTO PARTS INC	530-343-00	TRUCK MAINTENANCE	SEAM SEALER R7	23.10
	UNIFIRST CORP.	530-345-00	WASTE COLL. UNIFORMS	ALL DEPT UNIFORMS FEB 2023	897.14
	COLE TRUCK PARTS INC	530-343-00	TRUCK MAINTENANCE	BRAKE CHAMBERS R-8	330.16
		530-343-00	TRUCK MAINTENANCE	BRAKE KITS, CB- R-2 & R-3	879.33
		530-343-00	TRUCK MAINTENANCE	SLACK ADJUSTERS R3	306.27
		530-343-00	TRUCK MAINTENANCE	SLACK ADJUSTER R-2	61.46
	LAWSON PRODUCTS INC	530-341-00	SHOP MAINTENANCE	ASSORTED HARDWARE	367.97
	ENCOVA INSURANCE	530-226-00	COMP, UNEMPL & INSUR	WCN6007140 FEB 2023	3,189.65
	AIRGAS USA, LLC	530-341-00	SHOP MAINTENANCE	PCRD-MIG WIRE	546.48
		530-341-00	SHOP MAINTENANCE	PCRD-ARGON SOAPSTONE	178.88
		530-341-00	SHOP MAINTENANCE	CYLINDER LEASE	374.12
	RONALD W SAMPLES	530-341-00	SHOP MAINTENANCE	REIMB CDL RENEWAL	28.75
	WV PUBLIC EMPLOYEES INSURANC	530-105-00	WASTE EMPLOYEE INSUR	WASTE MAR 23 HEALTH INS	7,931.68

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DISBURSEMENTS 3/01/23 to 3/31/23

FUND: WASTE COLLECTION

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
		530-105-00	WASTE EMPLOYEE INSUR	WASTE MAR 23 RETIREE'S INS	910.00
	MATHENY MOTOR TRUCK CO	530-343-00	TRUCK MAINTENANCE	CONNECTORS & FITTINGS R2	132.06
	NAPA-AMTOWER AUTO SUPPLY	530-341-00	SHOP MAINTENANCE	DEF, GREASE, COUPLERS	93.30
		530-341-00	SHOP MAINTENANCE	RING TIEDOWN & FLINTS	14.44
		530-343-00	TRUCK MAINTENANCE	ANTIFREEZE, FUSE KIT R3	70.66
		530-343-00	TRUCK MAINTENANCE	(4) BRAKE DRUMS R-2	503.96
		530-343-00	TRUCK MAINTENANCE	BRAKE DRUMS R-3	755.94
		530-343-00	TRUCK MAINTENANCE	ADAPTERS & ROLLERS R-7	22.62
		530-343-00	TRUCK MAINTENANCE	AUTOMATIC TRANS FLUID R7	143.96
	HOLTZ INDUSTRIES INC	530-343-00	TRUCK MAINTENANCE	SEAL KITS AND SPOOL R-1	214.00
		530-343-00	TRUCK MAINTENANCE	WINCH AND CAMERA EQPT	3,863.12
	MICROSOFT STORE	530-341-00	SHOP MAINTENANCE	PCRD-1YR MICROSOFT SUBSCRI	74.89
	HARBOR FREIGHT TOOLS	530-341-00	SHOP MAINTENANCE	PCRD-AIR HOSE POLISHER KIT	79.96
		530-341-00	SHOP MAINTENANCE	PCRD-BEARING RACE & SEAL D	42.99
	PRECISION MACHINE & HYDRAULI	530-343-00	TRUCK MAINTENANCE	HYD PUMP & PTO REBUILD R7	2,294.85
		530-343-00	TRUCK MAINTENANCE	HYD PUMP & PTO REBUILD R7	799.49
	DODSON BROS EXTERMINATING CO	530-341-00	SHOP MAINTENANCE	FEB 2023 PEST CONTROL	70.00
	WV PUBLIC EMPLOYEES RETIREME	530-106-00	WASTE EMPLOYEE RETIR	WV RETIREMENT CONTRIBUTION	1,733.55
		530-106-00	WASTE EMPLOYEE RETIR	WV RETIREMENT CONTRIBUTION	1,599.07
		530-106-00	WASTE EMPLOYEE RETIR	WV RETIREMENT CONTRIBUTION	1,618.97
		530-106-00	WASTE EMPLOYEE RETIR	WV RETIRE TIER2 CONTRIBUTI	965.67
		530-106-00	WASTE EMPLOYEE RETIR	WV RETIRE TIER2 CONTRIBUTI	977.13
		530-106-00	WASTE EMPLOYEE RETIR	WV RETIRE TIER2 CONTRIBUTI	973.90
	ENTERPRISE FM TRUST	530-459-00	WASTE COLL. NEW EQUI	25XTJN 2022 2500 DODGE RAM	969.95
		530-459-00	WASTE COLL. NEW EQUI	25QBXR 2022 RAM 1500	14.00
		530-459-00	WASTE COLL. NEW EQUI	22WCPJ 2019 RAM 1500 PYMT	903.77
		530-459-00	WASTE COLL. NEW EQUI	22RKXV 2019 FORD F-150 PYM	362.97
		530-459-00	WASTE COLL. NEW EQUI	25PQXL 2022 CHEVY EQUINOX	320.51
		530-459-00	WASTE COLL. NEW EQUI	22RKWX 2018 FORD EXPLORER	259.66
		530-459-00	WASTE COLL. NEW EQUI	25QBXR 2022 RAM 1500	433.57
		530-459-00	WASTE COLL. NEW EQUI	25QBZM 2022 RAM 1500	557.07
	RELIABLE TIRE COMPANY	530-343-00	TRUCK MAINTENANCE	TIRES	838.00
		530-343-00	TRUCK MAINTENANCE	TIRES AND REPAIRS	1,226.00
	WV DIV OF MOTOR VEHICLES	530-999-00	COLLECTION MISCELLAN	PCRD-DUPLICATE LICENSE PLA	11.50
	WOODFORD OIL COMPANY	530-343-01	GAS & OIL EXPENSE 1,	222 GAL HYDRAULIC FLUID	2,200.00
	TOOLS ETC	530-341-00	SHOP MAINTENANCE	BIT SET, EXTRACTOR KIT	170.00
	ST JOSEPH HOSPITAL OF BUCKHA	530-999-00	COLLECTION MISCELLAN	LAB RESULTS STEVEN MICHAEL	74.00
		530-999-00	COLLECTION MISCELLAN	LAB RESULTS RONALD BOSLEY	74.00
		530-999-00	COLLECTION MISCELLAN	LAB RESULTS MATTHEW WARE	74.00
		530-999-00	COLLECTION MISCELLAN	LAB RESULTS RONALD SAMPLES	74.00
		530-999-00	COLLECTION MISCELLAN	LAB RESULTS PAUL LEICHLITE	74.00
		530-999-00	COLLECTION MISCELLAN	LAB RESULTS STEPHEN HARLOW	53.00
	WALMART STORES INC -BUCKHANN	530-341-00	SHOP MAINTENANCE	PCRD-PAPER TOWELS LYSOL SP	137.13
		530-999-00	COLLECTION MISCELLAN	CLEANING SUPP CITY HALL	34.38
	INTERNAL REVENUE SERVICE	530-104-00	WASTE COLL. F.I.C.A.	FICA WITHHELD AND MATCHED	1,851.52
		530-104-00	WASTE COLL. F.I.C.A.	FICA WITHHELD AND MATCHED	1,779.36
		530-104-00	WASTE COLL. F.I.C.A.	FICA WITHHELD AND MATCHED	1,784.24
		530-104-00	WASTE COLL. F.I.C.A.	MEDICARE WITHHELD & MATCHE	433.03
		530-104-00	WASTE COLL. F.I.C.A.	MEDICARE WITHHELD & MATCHE	416.14
		530-104-00	WASTE COLL. F.I.C.A.	MEDICARE WITHHELD & MATCHE	417.27
	AMAZON.COM	530-341-00	SHOP MAINTENANCE	PCRD-SAWBLADES	212.81
		530-343-00	TRUCK MAINTENANCE	PCRD-FLOOR MATS FOR R20	109.60
		530-341-00	SHOP MAINTENANCE	PCRD-SLINGS	115.14
		530-341-00	SHOP MAINTENANCE	PCRD-FLEX CORE WELD WIRE	41.95

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DISBURSEMENTS 3/01/23 to 3/31/23

FUND: WASTE COLLECTION

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
		530-341-00	SHOP MAINTENANCE	PCRD-DEBURRING CHAMFER TOO	26.97
		530-341-00	SHOP MAINTENANCE	PCRD-BOOT LACES ACETONE PO	26.90
		530-343-00	TRUCK MAINTENANCE	PCRD-EXTENSION CABLE AND A	26.98
	USI INSURANCE SERVICES LLC	530-105-00	WASTE EMPLOYEE INSUR	GRP BENEFIT 4TH INSTALLMEN	1,046.16
	PAYFLEX	530-105-00	WASTE EMPLOYEE INSUR	WASTE MAR 23 HSA FEES	52.00
	AT&T MOBILITY	530-213-00	WASTE COLL. UTILITIE	PCRD-JAN CELL PHN AND GEOT	194.85
	WORLD FUEL SERVICES, INC.	530-343-01	GAS & OIL EXPENSE 1,	WASTE FUEL BILL FEB 2023	8,841.03
		530-343-01	GAS & OIL EXPENSE 1,	DEF FLUID	580.25
	FREEDOM AG & ENGERY COOPERAT	530-345-00	WASTE COLL. UNIFORMS	BOOTS S HARLOW	329.99
	RIGGING WAREHOUSE	530-459-00	WASTE COLL. NEW EQUI	PCRD-WIRELESS BLUETOOTH BL	2,430.00
	FRONTIER	530-213-00	WASTE COLL. UTILITIE	472-1651-101515-4 CITY HAL	70.07
		530-213-00	WASTE COLL. UTILITIE	472-4443-101915-4 WASTE	74.01
		530-213-00	WASTE COLL. UTILITIE	304-003-2273-060600-4	24.18
	IDENTOGO	530-999-00	COLLECTION MISCELLAN	BACKGROUND CK STEVEN HARLO	34.00
	**PAYROLL EXPENSES			3/01/2023 - 3/31/2023	87,520.99
				TOTAL:	150,718.01
RECYCLING DEPARTMENT	MON POWER	531-213-00	UTILITIES	110088931701 RECYCLING CEN	323.13
	COLE TRUCK PARTS INC	531-343-02	EQUIPMENT MAINTENANC	TARP STRAPS, RACHET STRAP	126.00
	ENCOVA INSURANCE	531-226-00	INSURANCE & BONDS	WCN6007140 FEB 2023	497.09
	WV PUBLIC EMPLOYEES INSURANC	531-105-00	GROUP INSURANCE	WASTE MAR 23 HEALTH INS	1,235.28
		531-105-00	GROUP INSURANCE	WASTE MAR 23 RETIREE'S INS	210.00
	NAPA-AMTOWER AUTO SUPPLY	531-343-00	TRUCK MAINTENANCE	OIL FILTER FOR R21	27.40
		531-343-02	EQUIPMENT MAINTENANC	HYD FITTINGS SKID STEER	112.99
	WESTFIELD INSURANCE	531-226-00	INSURANCE & BONDS	4/1/23 TO 4/1/24 QRTLY PYM	203.06
	PRECISION MACHINE & HYDRAULI	531-343-00	TRUCK MAINTENANCE	PTO PUMP REPAIR R-21	1,149.50
	WV PUBLIC EMPLOYEES RETIREME	531-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	362.70
		531-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	350.48
		531-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	349.96
	INTERNAL REVENUE SERVICE	531-104-00	FICA TAX	FICA WITHHELD AND MATCHED	248.31
		531-104-00	FICA TAX	FICA WITHHELD AND MATCHED	242.30
		531-104-00	FICA TAX	FICA WITHHELD AND MATCHED	239.53
		531-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	58.08
		531-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	56.68
		531-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	56.03
	PEOPLES NATURAL GAS	531-213-00	UTILITIES	200008184083 RECYCLE CENTE	65.12
	USI INSURANCE SERVICES LLC	531-105-00	GROUP INSURANCE	GRP BENEFIT 4TH INSTALLMEN	116.24
	PAYFLEX	531-105-00	GROUP INSURANCE	WASTE MAR 23 HSA FEES	9.75
	NEWLONS INTERNATIONAL SALESL	531-343-00	TRUCK MAINTENANCE	OIL COOLER KIT FOR R-21	157.07
		531-343-00	TRUCK MAINTENANCE	OIL COOLER KIT R-21	1,551.60
		531-343-00	TRUCK MAINTENANCE	BRAKE CHAMBER BRACKET R22	200.37
		531-343-00	TRUCK MAINTENANCE	TEMP SENSOR/CONNECTOR R21	121.80
	AT&T MOBILITY	531-213-00	UTILITIES	PCRD-JAN CELL PHN AND GEOT	51.86
	WORLD FUEL SERVICES, INC.	531-343-01	FUEL - RECYCLING CEN	WASTE FUEL BILL FEB 2023	734.73
	FREEDOM AG & ENGERY COOPERAT	531-343-01	FUEL - RECYCLING CEN	PROPANE FOR FORKLIFTS	83.73
	FIND IT PARTS	531-343-00	TRUCK MAINTENANCE	PCRD-3300 PTO SERIES	1,840.53
	**PAYROLL EXPENSES			3/01/2023 - 3/31/2023	11,812.55
				TOTAL:	22,593.87
LANDFILL	BUCKHANNON UTIL BOARDS	532-216-01	TREATMENT OF LEACHAT	FEB 2023 MUDLICK LEACHATE	1,806.54
	STURM ENVIRONMENTAL SERVICES	532-216-01	TREATMENT OF LEACHAT	JAN 2023 LAB SERVICES	330.00
	HARRISON RURAL ELECTRIC	532-216-01	TREATMENT OF LEACHAT	TURKEY RUN LNDFILL ELEC MA	218.47
				TOTAL:	2,355.01



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DISBURSEMENTS 3/01/23 to 3/31/23

FUND: WASTE COLLECTION

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
TRANSFER STATION	MON POWER	533-213-00	UTILITIES	110088931610 MUD LICK RD	292.11
	UNIFIRST CORP.	533-345-00	UNIFORMS	ALL DEPT UNIFORMS FEB 2023	195.26
	COLE TRUCK PARTS INC	533-343-00	EQUIPMENT MAINTENANC	TRANSFER PUMP SKIDSTEER	59.48
		533-343-02	MAINTENANCE TRUCK/TR	WHEEL STUDS TRAILER #1	120.80
		533-343-02	MAINTENANCE TRUCK/TR	EXHAUST SUPPLIES R9	91.76
		533-343-02	MAINTENANCE TRUCK/TR	ANTIFREEZE AND OIL R-9	646.14
	JOHNNY'S RADIATOR REPAIR INC	533-343-02	MAINTENANCE TRUCK/TR	RADIATOR & CAC R-9	1,833.80
	VALLEY STEEL SERVICE	533-343-02	MAINTENANCE TRUCK/TR	ANGLE IRON TRAILER #1	133.20
	ENCOVA INSURANCE	533-226-00	INSURANCE & BONDS	WCN6007140 FEB 2023	455.67
	WV PUBLIC EMPLOYEES INSURANC	533-105-00	GROUP INSURANCE	WASTE MAR 23 HEALTH INS	616.76
		533-105-00	GROUP INSURANCE	WASTE MAR 23 RETIREE'S INS	70.00
	NAPA-AMTOWER AUTO SUPPLY	533-343-02	MAINTENANCE TRUCK/TR	FINANCE CHARGE ON INV 2259	0.50
	UPSHUR ULTRA POWER	533-343-02	MAINTENANCE TRUCK/TR	VOLVO Z SPRING R-16	230.28
	STURM ENVIRONMENTAL SERVICES	533-216-00	DRAINAGE EXPENSE TRA	JAN 2023 LAB SERVICES	334.00
	WESTFIELD INSURANCE	533-226-00	INSURANCE & BONDS	4/1/23 TO 4/1/24 QRTL Y PYM	210.82
	BRECHBUHLER SCALES INC	533-343-00	EQUIPMENT MAINTENANC	SCALE INSPECTION	935.20
	WV PUBLIC EMPLOYEES RETIREME	533-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	210.63
		533-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	210.63
		533-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	212.57
	UNITONTOWN AUTO SPRING CO., I	533-343-02	MAINTENANCE TRUCK/TR	UBOLTS AND SPRINGS	3,033.44
	CITIZENS BANK OF WV	533-459-00	NEW EQUIPMENT	WAS APR 2023 CLOSED TOP TR	1,120.97
		533-459-00	NEW EQUIPMENT	WAS RD TRACTOR APRIL 2023	2,304.61
	RELIABLE TIRE COMPANY	533-343-00	EQUIPMENT MAINTENANC	TIRES FOR BACKHOE	4,546.00
		533-343-02	MAINTENANCE TRUCK/TR	(2) TIRE REPAIRS	80.00
	FLEET PRIDE	533-343-02	MAINTENANCE TRUCK/TR	U BOLTS FOR R16	113.76
	INTERNAL REVENUE SERVICE	533-104-00	FICA TAX	FICA WITHHELD AND MATCHED	143.88
		533-104-00	FICA TAX	FICA WITHHELD AND MATCHED	145.76
		533-104-00	FICA TAX	FICA WITHHELD AND MATCHED	145.22
		533-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	33.65
		533-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	34.09
		533-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	33.97
	PEOPLES NATURAL GAS	533-213-00	UTILITIES	200008184349 WASTE COLL	88.27
	USI INSURANCE SERVICES LLC	533-105-00	GROUP INSURANCE	GRP BENEFIT 4TH INSTALLMEN	116.24
	TIRE AND RUBBER INC	533-460-00	TIPPING FEES	FEB 2023 TIRE DISPOSAL	171.00
	PAYFLEX	533-105-00	GROUP INSURANCE	WASTE MAR 23 HSA FEES	3.25
	WM CORPORATE SERVICES, INC.	533-460-00	TIPPING FEES	FEB 2023 TIPPING FEES	52,918.71
		533-460-00	TIPPING FEES	CD TIPPING FEES 2/16-2/28/	4,688.74
		533-460-00	TIPPING FEES	CD TIPPING FEES 3/1-3/15/2	7,306.36
	NEWLONS INTERNATIONAL SALESL	533-343-02	MAINTENANCE TRUCK/TR	AIR TANK & CABLE ASSY R9	592.87
		533-343-02	MAINTENANCE TRUCK/TR	SURGE TANK R-9	322.16
		533-343-02	MAINTENANCE TRUCK/TR	BLOCK HEATER, SENSOR R-9	324.25
		533-343-02	MAINTENANCE TRUCK/TR	TURBO & CRUISE SWITCH R9	4,094.25
		533-343-02	MAINTENANCE TRUCK/TR	ENGINE REBUILD R19	1,432.84
	AT&T MOBILITY	533-213-00	UTILITIES	PCRD-JAN CELL PHN AND GEOT	39.06
	WORLD FUEL SERVICES, INC.	533-343-01	FUEL/OIL TRANSFER ST	WASTE FUEL BILL FEB 2023	7,721.77
	FRONTIER	533-213-00	UTILITIES	472-4443-101915-4 WASTE	74.01
	**PAYROLL EXPENSES			3/01/2023 - 3/31/2023	7,042.78
				TOTAL:	105,531.52
WASTE OFFICE/BOARD	ENCOVA INSURANCE	534-226-00	INSURANCE & BONDS	WCN6007140 FEB 2023	26.12
	CITY OF BUCKHANNON	534-219-00	RENT	FY 2022-23 WASTE RENTS	10,000.00
	WV PUBLIC EMPLOYEES INSURANC	534-105-00	GROUP INSURANCE	WASTE MAR 23 HEALTH INS	93.62
		534-105-00	GROUP INSURANCE	WASTE MAR 23 RETIREE'S INS	93.34
	WESTFIELD INSURANCE	534-226-00	INSURANCE & BONDS	4/1/23 TO 4/1/24 QRTL Y PYM	210.32

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DISBURSEMENTS 3/01/23 to 3/31/23

FUND: WASTE COLLECTION

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	WV PUBLIC EMPLOYEES RETIREME	534-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	297.86
		534-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	294.58
		534-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	298.53
		534-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	289.29
		534-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	235.10
		534-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	234.43
	BUCKHANNON POSTMASTER	534-218-00	POSTAGE	PERMIT #10 POSTAGE	750.00
	PAYROLL ACCOUNT (ALL DEPTS)	534-999-00	GEM & ADM MISC BILLI	FEBRUARY 2023 AA FEES	178.00
	THOMAS J O'NEILL	534-223-00	PROFESSIONAL SERVICE	APRIL 2023 CONTRACT ATTORN	1,250.00
	COLLECTION ACCOUNT	534-999-00	GEM & ADM MISC BILLI	FEB 2023 CC FEES	1,873.68
	TOSHIBA FINANCIAL SERVICES	534-999-00	GEM & ADM MISC BILLI	MARCH 2023 CITY HALL COPIE	149.49
	WASTE COLLECTION BOARD	534-999-00	GEM & ADM MISC BILLI	MARCH 2023 LOC FEES	276.37
	RAVEN ROCK NETWORKS INC	534-999-00	GEM & ADM MISC BILLI	MARCH 2023 IT SVC CONTRACT	375.00
	PIN CENTER	534-999-00	GEM & ADM MISC BILLI	(20) KEYS TO CITY & POUCH	75.20
	LANORA CUSTOM FRAMING	534-999-00	GEM & ADM MISC BILLI	FRAME FOR MAP CNCIL CHMBR	42.50
	DELUX BUSINESS FORMS	534-999-00	GEM & ADM MISC BILLI	PCRD-COLLECTION ACCT CKS	187.01
	INTERNAL REVENUE SERVICE	534-104-00	FICA TAX	FICA WITHHELD AND MATCHED	481.37
		534-104-00	FICA TAX	FICA WITHHELD AND MATCHED	365.37
		534-104-00	FICA TAX	FICA WITHHELD AND MATCHED	366.91
		534-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	112.59
		534-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	85.45
		534-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	85.80
	AMAZON.COM	534-999-00	GEM & ADM MISC BILLI	PCRD-FATIGUE MATS	44.98
		534-999-00	GEM & ADM MISC BILLI	PCRD-LETTER SIZE MAILING E	3.83
		534-999-00	GEM & ADM MISC BILLI	PCRD-STAPLES STENO PADS ST	20.59
		534-999-00	GEM & ADM MISC BILLI	PCRD-ADDING MACHINE PAPER	7.49
		534-999-00	GEM & ADM MISC BILLI	PCRD-11X17 PAPER	16.83
		534-999-00	GEM & ADM MISC BILLI	PCRD-CORRECTION TAPE	5.00
		534-999-00	GEM & ADM MISC BILLI	PCRD-DESK CALENDAR	7.49
	IWORQ	534-459-00	CAPTIAL EXPENSE	SOFTWARE ADD ONS	1,136.00
	USI INSURANCE SERVICES LLC	534-105-00	GROUP INSURANCE	GRP BENEFIT 4TH INSTALLMEN	87.60
	PAYFLEX	534-105-00	GROUP INSURANCE	WASTE MAR 23 HSA FEES	3.25
	KOMAX LLC	534-218-00	POSTAGE	SEALING SLTN & INK FOR POS	44.50
	U.S. POSTAL SERVICE (CMRS-FP	534-218-00	POSTAGE	MARCH 2023 POSTAGE	250.00
	FP FINANCE PROGRAM	534-218-00	POSTAGE	MAILER & INSERTER PYMT MAR	107.30
	OPTIMUM B2B, DEPT. 1264	534-999-00	GEM & ADM MISC BILLI	MARCH 2023 CITY HALL INTER	214.62
	TYLER TECHNOLOGIES INC	534-999-00	GEM & ADM MISC BILLI	YRLY SAAS FEES- ONLINEPYM	75.00
	STAPLES ADVANTAGE	534-999-00	GEM & ADM MISC BILLI	PCRD-PINK COPY PAPER	19.98
	ROSSMAN & CO/PCB CORP	534-999-00	GEM & ADM MISC BILLI	FEB 2023 UTILITY COLLECTIO	39.84
	**PAYROLL EXPENSES			3/01/2023 - 3/31/2023	19,575.81
				TOTAL:	40,388.04

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CITY OF BUCKHANNON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MARCH 31ST, 2023

404-WASTE COLLECTION

% OF YEAR COMPLETED: 75.00

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>TAXES</u>						
404-303-002-00 RECYCLE-ALUMINUM	1,500	0.00	1,219.05	0.00	280.95	81.27
404-303-003-00 RECYCLE-OCC-CARDBOARD	2,000	0.00	9,466.00	0.00 (	7,466.00)	473.30
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	694.50	0.00	26,705.50	2.53
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	8,403.35	77,237.37	0.00	7,762.63	90.87
TOTAL TAXES	119,900	8,403.35	91,587.92	0.00	28,312.08	76.39
<u>OTHER FEES</u>						
404-341-000-00 FUEL SURCHARGE	169,000	22,533.23	192,507.13	0.00 (	23,507.13)	113.91
TOTAL OTHER FEES	169,000	22,533.23	192,507.13	0.00 (	23,507.13)	113.91
<u>UTILITY BILLINGS</u>						
404-350-000-00 WASTE COLLECTION BILLINGS	2,534,000	236,159.64	2,093,898.94	0.00	440,101.06	82.63
TOTAL UTILITY BILLINGS	2,534,000	236,159.64	2,093,898.94	0.00	440,101.06	82.63
<u>HEALTH AND SAFETY</u>						
404-355-000-00 TRANSFER ST/LANDFILL RECE	310,000	35,577.00	287,614.60	0.00	22,385.40	92.78
TOTAL HEALTH AND SAFETY	310,000	35,577.00	287,614.60	0.00	22,385.40	92.78
<u>GRANTS</u>						
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	1,800.00	0.00 (	1,800.00)	0.00
TOTAL GRANTS	0	0.00	1,800.00	0.00 (	1,800.00)	0.00
<u>INTRAFUND CONTR/CHARGES</u>						
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	25.00	569.46	0.00 (	369.46)	284.73
TOTAL INTRAFUND CONTR/CHARGES	200	25.00	569.46	0.00 (	369.46)	284.73
<u>OTHER REVENUE</u>						
404-380-000-00 INTEREST	200	0.00	222.86	0.00 (	22.86)	111.43
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	6,459.56	40,037.98	0.00 (	10,037.98)	133.46
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	6,459.56	40,260.84	0.00 (	9,460.84)	130.72
TOTAL REVENUE	3,163,900	309,157.78	2,708,238.89	0.00	455,661.11	85.60

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CITY OF BUCKHANNON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MARCH 31ST, 2023

404-WASTE COLLECTION

% OF YEAR COMPLETED: 75.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>WASTE DEPARTMENT</u>						
=====						
<u>SALARIES &amp; BENEFITS</u>						
404-530-103-00 WASTE EMPLOYEES SALARIES	773,000	87,520.99	520,125.16	0.00	252,874.84	67.29
404-530-103-01 WASTE COMPENSATED ABSENCE	0	0.00	0.00	0.00	0.00	0.00
404-530-104-00 WASTE COLL. F.I.C.A.	60,000	6,681.56	39,625.37	0.00	20,374.63	66.04
404-530-105-00 WASTE EMPLOYEE INSURANCE	167,382	9,939.84	113,531.44	0.00	53,850.56	67.83
404-530-106-00 WASTE EMPLOYEE RETIREMENT	69,570	7,868.29	45,613.38	0.00	23,956.62	65.56
TOTAL SALARIES & BENEFITS	1,069,952	112,010.68	718,895.35	0.00	351,056.65	67.19
<u>CONTRACTUAL SERVICES</u>						
404-530-213-00 WASTE COLL. UTILITIES	18,100	610.65	7,322.97	0.00	10,777.03	40.46
404-530-226-00 COMP, UNEMPL & INSURANCE	58,000	3,189.65	38,524.45	0.00	19,475.55	66.42
TOTAL CONTRACTUAL SERVICES	76,100	3,800.30	45,847.42	0.00	30,252.58	60.25
<u>COMMODITIES</u>						
404-530-341-00 SHOP MAINTENANCE	42,480	2,602.68	29,824.97	1,125.33	11,529.70	72.86
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	12,601.56	96,900.91	3,571.36 (	20,472.27)	125.59
404-530-343-01 GAS & OIL EXPENSE 1,2,3,4	100,000	11,621.28	96,774.62	0.00	3,225.38	96.77
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	1,227.13	5,196.46	0.00	8,703.54	37.38
TOTAL COMMODITIES	248,580	28,052.65	228,831.95	4,696.69	15,051.36	93.95
<u>CAPITAL OUTLAY</u>						
404-530-459-00 WASTE COLL. NEW EQUIPMENT	115,972	6,251.50	32,975.87	0.00	82,996.13	28.43
404-530-459-01 TOTER SYSTEM	32,500	0.00	26,576.25	0.00	5,923.75	81.77
TOTAL CAPITAL OUTLAY	148,472	6,251.50	59,552.12	0.00	88,919.88	40.11
<u>CONTRIBUTIONS</u>						
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
<u>NON-OPERATING EXPENSES</u>						
404-530-999-00 COLLECTION MISCELLANEOUS	16,000	602.88	13,271.98	0.00	2,728.02	82.95
TOTAL NON-OPERATING EXPENSES	16,000	602.88	13,271.98	0.00	2,728.02	82.95
TOTAL WASTE DEPARTMENT	1,589,104	150,718.01	1,092,656.80	4,696.69	491,750.51	69.05
<u>RECYCLING DEPARTMENT</u>						
=====						
<u>SALARIES &amp; BENEFITS</u>						
404-531-103-00 RECYCLING SALARIES	109,000	11,812.55	78,094.19	0.00	30,905.81	71.65
404-531-103-01 ADJUST COMPENSATED ABSENC	0	0.00	0.00	0.00	0.00	0.00
404-531-104-00 FICA TAX	8,350	900.93	5,948.01	0.00	2,401.99	71.23



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CITY OF BUCKHANNON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MARCH 31ST, 2023

404-WASTE COLLECTION

% OF YEAR COMPLETED: 75.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
404-531-105-00 GROUP INSURANCE	24,000	1,571.27	17,710.23	0.00	6,289.77	73.79
404-531-106-00 GROUP RETIREMENT	9,990	1,063.14	7,028.50	0.00	2,961.50	70.36
TOTAL SALARIES & BENEFITS	151,340	15,347.89	108,780.93	0.00	42,559.07	71.88
CONTRACTUAL SERVICES						
404-531-213-00 UTILITIES	5,300	440.11	4,767.54	0.00	532.46	89.95
404-531-226-00 INSURANCE & BONDS	4,500	700.15	5,360.55	0.00	( 860.55)	119.12
TOTAL CONTRACTUAL SERVICES	9,800	1,140.26	10,128.09	0.00	( 328.09)	103.35
COMMODITIES						
404-531-343-00 TRUCK MAINTENANCE	13,000	5,048.27	10,844.17	361.05	1,794.78	86.19
404-531-343-01 FUEL - RECYCLING CENTER	11,000	818.46	7,863.13	0.00	3,136.87	71.48
404-531-343-02 EQUIPMENT MAINTENANCE	9,600	238.99	6,259.76	0.00	3,340.24	65.21
404-531-399-00 MISCELLANEOUS	5,400	0.00	220.88	0.00	5,179.12	4.09
TOTAL COMMODITIES	39,000	6,105.72	25,187.94	361.05	13,451.01	65.51
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 200,140 22,593.87 144,096.96 361.05 55,681.99 72.18

LANDFILL

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CONTRACTUAL SERVICES						
404-532-216-00 TESTING/MONITOR WELLS	0	0.00	0.00	0.00	0.00	0.00
404-532-216-01 TREATMENT OF LEACHATE	35,000	2,355.01	17,064.36	161.00	17,774.64	49.22
TOTAL CONTRACTUAL SERVICES	35,000	2,355.01	17,064.36	161.00	17,774.64	49.22
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 2,355.01 17,064.36 161.00 17,774.64 49.22

TRANSFER STATION

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SALARIES & BENEFITS						
404-533-103-00 SALARIES TRANSFER STATION	106,000	7,042.78	54,664.87	0.00	51,335.13	51.57
404-533-103-01 ADJUST COMPENSATED ABSENC	0	0.00	0.00	0.00	0.00	0.00
404-533-104-00 FICA TAX	8,113	536.57	4,156.37	0.00	3,956.63	51.23
404-533-105-00 GROUP INSURANCE	16,000	806.25	9,115.06	0.00	6,884.94	56.97

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CITY OF BUCKHANNON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MARCH 31ST, 2023

404-WASTE COLLECTION

% OF YEAR COMPLETED: 75.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
404-533-106-00 GROUP RETIREMENT	9,540	633.83	4,225.93	0.00	5,314.07	44.30
TOTAL SALARIES & BENEFITS	139,653	9,019.43	72,162.23	0.00	67,490.77	51.67
CONTRACTUAL SERVICES						
404-533-213-00 UTILITIES	11,200	493.45	5,257.45	0.00	5,942.55	46.94
404-533-216-00 DRAINAGE EXPENSE TRANSFER	3,192	334.00	3,457.34	150.00	( 415.34)	113.01
404-533-226-00 INSURANCE & BONDS	20,000	666.49	13,766.01	0.00	6,233.99	68.83
TOTAL CONTRACTUAL SERVICES	34,392	1,493.94	22,480.80	150.00	11,761.20	65.80
COMMODITIES						
404-533-343-00 EQUIPMENT MAINTENANCE	40,000	5,540.68	27,129.96	0.00	12,870.04	67.82
404-533-343-01 FUEL/OIL TRANSFER STA. 7,	108,000	7,721.77	76,641.18	0.00	31,358.82	70.96
404-533-343-02 MAINTENANCE TRUCK/TRAILER	40,000	13,050.05	34,308.14	0.00	5,691.86	85.77
404-533-345-00 UNIFORMS	4,000	195.26	1,555.31	0.00	2,444.69	38.88
TOTAL COMMODITIES	192,000	26,507.76	139,634.59	0.00	52,365.41	72.73
CAPITAL OUTLAY						
404-533-459-00 NEW EQUIPMENT	277,816	3,425.58	210,127.00	0.00	67,689.00	75.64
404-533-460-00 TIPPING FEES	950,000	65,084.81	595,270.70	0.00	354,729.30	62.66
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	2,710.00	0.00	7,290.00	27.10
404-533-479-00 RECLASSIFY PAYMENTS	0	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	1,237,816	68,510.39	808,107.70	0.00	429,708.30	65.28
NON-OPERATING EXPENSES						
404-533-999-00 MISCELLANEOUS TRANSFER ST	5,300	0.00	1,497.01	0.00	3,802.99	28.25
TOTAL NON-OPERATING EXPENSES	5,300	0.00	1,497.01	0.00	3,802.99	28.25

TOTAL TRANSFER STATION 1,609,161 105,531.52 1,043,882.33 150.00 565,128.67 64.88

WASTE OFFICE/BOARD

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SALARIES & BENEFITS						
404-534-101-00 WASTE BOARD OFFICERS SALA	12,000	1,000.00	9,000.00	0.00	3,000.00	75.00
404-534-103-00 CLERK, ATTORNEY, ENGINEER	172,000	18,575.81	126,365.43	0.00	45,634.57	73.47
404-534-103-01 ADJUST COMPENSATED ABSENC	0	0.00	0.00	0.00	0.00	0.00
404-534-104-00 FICA TAX	14,076	1,497.49	10,351.07	0.00	3,724.93	73.54
404-534-105-00 GROUP INSURANCE	17,200	277.81	4,721.71	0.00	12,478.29	27.45
404-534-106-00 GROUP RETIREMENT	16,560	1,649.79	11,007.20	0.00	5,552.80	66.47
404-534-107-00 INT EXP EXCAVATOR LOAN	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	231,836	23,000.90	161,445.41	0.00	70,390.59	69.64
CONTRACTUAL SERVICES						
404-534-218-00 POSTAGE	12,000	1,151.80	14,963.08	0.00	( 2,963.08)	124.69
404-534-219-00 RENT	10,000	10,000.00	10,000.00	0.00	0.00	100.00
404-534-223-00 PROFESSIONAL SERVICES (LE	10,000	1,250.00	12,262.75	0.00	( 2,262.75)	122.63

CITY OF BUCKHANNON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: MARCH 31ST, 2023

404-WASTE COLLECTION

% OF YEAR COMPLETED: 75.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
404-534-226-00 INSURANCE & BONDS	15,000	236.44	10,257.80	0.00	4,742.20	68.39
TOTAL CONTRACTUAL SERVICES	47,000	12,638.24	47,483.63	0.00	( 483.63)	101.03
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	1,136.00	13,075.86	0.00	11,924.14	52.30
TOTAL CAPITAL OUTLAY	25,000	1,136.00	13,075.86	0.00	11,924.14	52.30
NON-OPERATING EXPENSES						
404-534-699-99 WASTE BOARD CONTINGENCY	5,359	0.00	0.00	0.00	5,359.00	0.00
404-534-999-00 GEM & ADM MISC BILLING EX	53,000	3,612.90	52,415.48	0.00	584.52	98.90
TOTAL NON-OPERATING EXPENSES	58,359	3,612.90	52,415.48	0.00	5,943.52	89.82
TOTAL WASTE OFFICE/BOARD	370,195	40,388.04	282,516.11	0.00	87,678.89	76.32
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	3,803,600	321,586.45	2,580,216.56	5,368.74	1,218,014.70	67.98
REVENUE OVER/(UNDER) EXPENDITURES	( 639,700)	( 12,428.67)	128,022.33	( 5,368.74)	( 762,353.59)	19.17-

Motion to accept the March Financial Report was made by Rylands/Skinner. Motion carried.

Following the Financial Report, and without objection, ***G.1 Waste Collection Board Budget Revision FY 2022/2023*** was moved to the table for discussion and/or vote. Mrs. Jenkins provided an overview of the recommended budget revision.

Waste Budget Revision 4-6-23					
Expenses					
404-530-343-00	Waste Truck Maintenance	80000	30000	110000	increased costs of maintenance
404-530-343-01	Gas&Oil Expenses	100000	32000	132000	
404-530-561-00	Dumpsters (new)	30000	20000	50000	
404-531-213-00	Recycle utilities	5300	1500	6800	
404-531-226-00	Recycle insurance bonds	4500	2000	6500	
404-531-343-00	Truck Maintenance	13000	2000	15000	
404-533-216-00	Transfer Station Drainage	3192	1000	4192	
404-534-218-00	Postage	12000	6700	18700	had to mail out rate increase letters,
404-534-223-00	Professional/legal serv	10000	8000	18000	attorney, audit, CPA(in Sept 22 atty
404-534-353-00	psc assessments	8000	100	8100	went to contracted1250 per mth)
404-534-999-00	Gen & Admin Office&billing	53000	9770	62770	cc fees up, IT costs
404-534-699-99	Waste Board Contingency	5359	-5359	0	
			107711	107711	
Revenues					
404-303-003-00	Recycle OCC Cardboard	2000	7000	9000	
404-316-000-00	Dumpsters	2000	1000	3000	
404-341-000-00	Fuel Surcharge	169000	17000	186000	
404-350-000-00	Waste Collection Billings	2534000	36000	2570000	
404-355-000-00	Transfer Sta Receipts	310000	35541	345541	
404-368-000-00	Conributions from UCSWA	0	1800	1800	
404-370-000-02	Customer Bill fees	200	370	570	
404-399-000-00	Waste Miscellaneous	30000	9000	39000	
				0	
				0	
				0	
			107711		
			0		

Motion to approve the Waste Collection Board Budget Revision FY 2022/2023 was made by Rylands/Randall. Motion carried.

Without objection, ***G.2 Draft Waste Collection Board Budget FY 2023/2024*** was moved to the table for discussion and/or vote. Mrs. Jenkins provided an overview of the Waste Collection Board Budget FY 2023/2024 draft and participated in a Q & A with the Board. Of the items discussed was the consideration of purchasing 2 satellite trucks, additional toters (polycarts), additional



WASTE	2016-17	2017-18	2018-19	2019-20	2020-21	2022-23	2022-23	2023-24
	ACTUAL	actual	ACTUAL	actual	actual	actual w/ budget rev	actual thru dec	proposed budget
-404 303-003-00	ESTIMATE CASH ON HAND July 1 begin yr	1,252.44	6,466.20	1,121.89	969.60	1,419.15	1,500.00	586,448.00
-404 303-003-00	RECYCLE-A-ALUMINUM	32,068.75	22,451.90	16,020.10	3,648.07	14,143.95	2,000.00	1,600.00
-404 303-003-00	RECYCLE-CCC-CARBOARD	0.00	2,870.95	0.00	0.00	0.00	0.00	3,000.00
-404 303-004-00	RECYCLE-MGOPS/SOW-OFFICE PAPEF	29.40	1,859.80	0.00	881.25	0.00	2,740.00	1,600.00
-404 303-005-00	RECYCLE-HDPE-MILK JUGS	6,688.05	4,203.30	2,948.19	1,808.80	4,913.10	2,000.00	2,000.00
-404 303-006-00	RECYCLE-ONP-NEWSPAPER	6,105.00	1,885.00	1,580.00	2,070.00	8,570.00	2,000.00	2,000.00
-404 310-000-00	DUMPSTERS	85,616.75	82,764.00	88,675.13	92,896.04	92,092.98	85,000.00	85,000.00
-404 317-000-00	DUMPSITER RENTAL	33,948.61	97,247.29	119,422.00	128,447.81	80,229.40	169,000.00	129,000.00
-404 341-000-00	FUEL SURCHARGE							
	TOTER FEE							proposed new fee
	DEPOSIT							proposed new fee
-404 350-000-00	WASTE COLLECTION BILLINGS	2,435,509.70	2,417,912.32	2,555,496.85	2,574,676.75	2,668,658.25	2,534,000.00	2,534,000.00
-404 355-000-00	TRANSFER STANDFILL RECEIPTS	287,314.83	296,256.52	320,324.05	387,802.45	435,326.79	310,000.00	310,000.00
-404 366-000-00	STATE GRANTS	30,000.00		30,000.00	20,000.00	0.00		0.00
-404 368-000-00	CONTRIBUTION FROM UCSWA	3,600.00	3,600.00	3,600.00	3,600.00	3,600.00	0.00	0.00
-404 370-000-01	LATE CHARGES			0.00	0.00	0.00	0.00	0.00
-404 370-000-02	CUSTOMER BILL FEES	325.00	256.00	275.00	350.00	175.00	200.00	200.00
-404 380-000-00	INTEREST	364.84	526.51	876.98	2,295.20	897.95	200.00	200.00
-404 381-000-00	MAINT BILLING OTHER DEPTS.	6,555.65	3,653.15	6,276.93	7,567.56	1,709.24	800.00	600.00
-404 389-000-00	WASTE COLL MISCELLANEOUS	33,053.34	44,975.61	29,354.05	35,083.95	147,448.53	30,000.00	30,000.00
-404 399-002-00	GAIN ON DISPOSAL OF ASSET					1,837.50		
	TOTAL REVENUES	2,961,332.36	2,985,068.84	3,177,830.97	3,266,306.23	3,465,658.08	3,163,900.00	3,163,900.00
	TOTAL EST. BAL. ON HAND				3,869,197.08	4,390,337.49	4,184,853.06	4,184,853.06
-404 530-103-00	WASTE EMPLOYEES SALARIES	624,124.62	653,032.37	667,315.74	617,936.53	628,143.72	773,000.00	818,000.00
-404 530-104-00	WASTE COLL. F.I.C.A.	47,464.27	49,594.49	50,749.19	47,005.36	47,807.65	60,000.00	63,000.00
-404 530-105-00	WASTE EMPLOYEE INSURANCE	226,083.16	234,149.75	244,500.00	274,838.74	149,044.56	167,382.00	160,000.00
-404 530-106-00	WASTE EMPLOYEE RETIREMENT	71,690.33	69,986.60	61,370.51	59,656.65	59,746.33	69,570.00	73,000.00
-404 530-213-00	WASTE COLL. UTILITIES	14,684.32	14,663.28	19,766.22	16,906.83	12,517.21	18,100.00	18,000.00
-404 530-226-00	COMP. UNINSUR & INSURANCE	57,218.34	43,794.02	48,552.60	42,828.59	48,176.71	58,000.00	58,000.00
-404 530-341-00	SHOP MAINTENANCE	39,085.91	37,394.90	45,556.32	32,861.19	43,836.03	42,480.00	41,000.00
-404 530-341-05	Safety Equipment (boots, safetyvest,glasses,gloves)			0.00	0.00	0.00	10,000.00	10,000.00
-404 530-343-00	TRUCK MAINTENANCE	51,747.64	54,136.91	59,936.62	57,870.04	69,628.53	90,000.00	90,000.00
-404 530-343-01	GAS & OIL EXPENSE 1,2,3,4,5,10	64,448.47	70,732.71	91,120.56	74,343.28			

-404 530-999-00	COLLECTION MISCELLANEOUS EXP	13,025.14	20,828.28	12,952.48	16,506.92	16,103.63	16,000.00	7,314.96	16,000.00
-404 531-103-00	RECYCLING SALARIES	93,062.00	93,558.70	93,759.52	94,253.03	94,389.03	109,000.00	50,804.14	108,000.00
-404 531-104-00	FICA TAX	7,074.63	7,110.92	7,133.36	7,179.29	7,189.82	8,350.00	3,870.28	8,300.00
-404 531-105-00	GROUP INSURANCE	31,560.00	35,000.00	35,623.60	29,932.00	21,408.36	24,000.00	13,228.90	27,000.00
-404 531-109-00	GROUP RETIREMENT	11,167.41	11,167.41	9,376.01	8,425.36	9,436.96	9,990.00	4,672.38	9,700.00
-404 531-213-00	UTILITIES	4,919.64	4,400.62	4,426.29	4,672.84	5,825.95	5,300.00	3,091.15	6,500.00
-404 531-226-00	INSURANCE & BONDS	5,997.58	4,341.44	6,638.61	4,475.18	3,003.08	4,500.00	3,666.22	6,500.00
-404 531-343-00	TRUCK MAINTENANCE	8,272.20	8,859.14	9,366.80	9,797.22	7,843.69	13,000.00	5,590.28	14,000.00
-404 531-343-01	FUEL - RECYCLING CENTER	6,290.79	7,063.77	7,846.94	7,516.17	6,164.98	11,000.00	5,821.84	12,000.00
-404 531-343-02	EQUIPMENT MAINTENANCE	2,220.73	9,941.02	8,995.82	2,953.38	4,471.47	6,000.00	1,260.98	12,000.00
-404 531-399-00	MISCELLANEOUS	4,798.24	4,414.38	4,850.48	2,852.86	5,465.85	5,400.00	3,180.98	5,400.00
-404 531-459-00	CAPITAL OUTLAY - NEW EQUIP.	1,500.00		11,000.00	0.00		0.00		26,000.00
-404 531-216-00	TESTING/ANALYTICAL WELLS	0.00	800.00		0.00		0.00		
-404 532-216-01	TREATMENT OF LEACHATE	22,430.22	27,106.62	35,597.50	32,482.95	28,357.98	35,000.00	12,218.58	39,000.00
-404 533-103-00	SALARIES TRANSFER STATION	90,131.85	87,005.15	84,369.52	86,161.80	88,709.72	100,000.00	37,948.65	79,000.00
-404 533-104-00	FICA TAX	6,880.33	6,638.88	6,435.54	6,610.11	6,808.63	8,113.00	2,885.80	8,400.00
-404 533-105-00	GROUP INSURANCE	20,688.48	22,800.00	22,100.00	28,835.88	15,084.56	16,000.00	6,928.79	14,000.00
-404 533-106-00	GROUP RETIREMENT	10,815.94	9,570.65	8,385.97	8,615.99	8,807.75	9,540.00	2,721.52	6,300.00
-404 533-213-00	UTILITIES	6,080.24	7,541.29	7,260.38	6,555.78	7,208.42	11,200.00	2,787.48	9,900.00
-404 533-216-00	DRAINAGE EXPENSE TRANSFER STA	1,588.00	1,588.00	1,622.00	1,588.00	1,215.00	3,192.00	3,014.24	4,000.00
-404 533-226-00	INSURANCE & BONDS	23,858.10	18,320.85	19,479.22	18,022.35	14,145.66	20,000.00	11,100.34	29,000.00
-404 533-343-00	EQUIPMENT MAINTENANCE	9,187.27	16,373.19	24,081.57	20,011.95	22,047.30	40,000.00	18,312.86	49,000.00
-404 533-343-01	FUEL/OIL TRANSFER STA. 7.11	36,918.99	43,334.77	46,637.06	44,258.56	50,000.00	108,000.00	54,828.20	108,000.00
-404 533-343-02	MAINTENANCE TRUCK/TRAILERS	40,787.50	37,446.99	40,001.56	29,141.37	34,005.64	40,000.00	14,311.07	40,000.00
-404 533-345-00	UNIFORMS	4,340.48	3,503.08	3,260.32	3,520.78	3,171.62	4,000.00	1,203.99	4,000.00
-404 533-459-00	NEW EQUIPMENT	22,080.76	23,561.00	40,721.65	93,011.78	71,417.18	277,816.00	91,280.28	
-404 533-460-00	TIPPING FEES	701,340.34	752,747.74	807,125.61	883,305.76	869,444.76	950,000.00	428,203.35	
-404 533-464-00	STATE GRANT	41,942.00			114,995.00				
-404 533-470-00	TIRE DISPOSAL	0.00							
-404 533-478-00	ROAD MAINTENANCE	2,828.84	1,717.02	2,601.24	0.00	0.00	10,000.00	2,710.00	
-404 533-999-00	MISCELLANEOUS	7,364.13	9,882.19	5,115.05	4,993.41	1,730.72	5,300.00	1,194.49	5,300.00
-404 534-101-00	WASTE BOARD OFFICERS SALARIES	13,700.00	13,836.72	13,367.58	11,400.00	11,600.00	12,000.00	6,000.00	12,000.00
-404 534-103-00	CLERK, ATTORNEY, ENGINEER SAL	17,362.85	189,131.84	161,566.98	173,797.45	166,116.57	172,000.00	82,823.33	173,000.00
-404 534-104-00	FICA TAX	13,688.73	13,984.19	13,811.56	14,131.15	13,575.04	14,076.00	6,791.68	13,300.00
-404 534-105-00	GROUP INSURANCE	19,342.43	31,000.00	29,999.53	24,649.29	15,874.50	17,200.00	8,023.48	6,000.00
-404 534-106-00	GROUP RETIREMENT	20,032.77	18,168.66	15,913.88	17,264.98	16,692.22	16,560.00	7,154.43	16,700.00
-404 534-218-00	POSTAGE	8,587.25	9,197.47	7,928.13	8,872.67	10,672.52	12,000.00	11,856.68	14,800.00
-404 534-219-00	RENT	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00		10,000.00
-404 534-223-00	PROFESSIONAL SERVICES (LEGAL)	29,926.15	18,195.19	14,304.46	5,714.25	7,568.51	10,000.00	6,811.50	
-404 534-226-00	INSURANCE & BONDS	15,712.67	14,122.08	12,511.76	12,985.51	10,423.25	15,000.00	8,782.30	
-404 534-353-00	FSIC ASSESSMENTS	0.00	0,538.52	8,290.12	7,711.17	6,609.91	8,000.00	8,095.73	8,200.00
-404 534-353-00	FSIC ASSESSMENTS								
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### D.1 Recycling Center Report

City of Buckhannon  
Recycling Center

DATE: March-23

## Inventory &amp; Balance Sheet

	Uproc.	Proc.	Total
ONP	1.75	1.5	3.25
OCC	3.6	13.67	17.27
MGOP	0.68	6.92	7.6
STEEL	0.15	7.01	7.16
ALUM.	0.11	0.67	0.78
E-WASTE	0	0	0
Pete #1	0.12	2.23	2.35
No. 2	0.22	4.51	4.73
Total	6.63	36.51	43.14

Inventory 3/1/23	61.27
Inventory 4/1/23	43.14
Diff.	-18.13
Loads Shipped	64.84
Total Diff. Inventory & Loads Shipped	46.71
Total Received	46.71
Less Garbage	0
Total	46.71

**Residential Curbside**  
820

Appliances	Iron	Total	Total \$
27390	9520	36910	\$2,865.80

Yard Debris  
5000

				City of Buckhannon Recycling Center						
				Totals January, February, March				2023		
January	64.69									
February	46.71									
March	30.95									
	142.35									

## D.2 Transfer Station Report

City of Buckhannon  
Transfer Station Totals

March                      2023

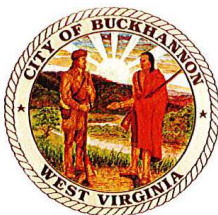
Total Transactions	2990			
Total Weight	1471.18			
Total Cash Received	\$35,577.00			
Total City Trucks	\$69,051.58	829 tons		
Total Charge	\$20,481.33			
Grand total	\$125,109.91			
Total C/D Material	327.86			
Total Commercial/Residential	1143.32			
Bulky Goods	Steel	Waste	Total	
		3.2	5.5	8.7

D.3 Waste Collection Report

Mr. Arnold also reported on some equipment repairs and upgrades. He also discussed the additional equipment purchases that he hopes to make with the new budget. As part of his presentation to the Board, Mr. Arnold discussed a Pilot program that he is working on for sharing certain equipment across the various departments. He also updated the Board *G.3 Operational Waste Management Plan* including a COB Waste Pickup study from 03/13/23 to 03/18/23.

E. Correspondence and Information – The Mayor reviewed the following item with the Board:  
E.1 Memo: Employees disposing of personal residential waste at city worksites.

City of Buckhannon  
70 East Main Street  
Buckhannon, WV 26201



Phone: 304.472.1651  
TDD: 304.472.9550  
Fax: 304.472.0934

(Supervisor’s: Please distribute one to each employee)

MEMO

April 3, 2023

To: All City Employees  
From: City Hall

RE: EMPLOYEES DISPOSING OF PERSONAL RESIDENTIAL WASTE AT CITY WORKSITES

It has been brought to our attention that employees may again be dumping their own residential garbage at city worksites without signing for service or paying at the transfer station.

Employees are not permitted to dispose of waste at City worksites free of charge.

Supervisors have the discretion to allow garbage to be placed in department dumpsters if they verify that the employee is a current paying customer, and garbage is not in excess of the maximum allowable per week limit of 2-30 gallon bags. Verification of paid garbage service must be checked every 6 months.

We realize some employees may not have been aware that this practice is not permitted, and assumed it was a benefit with their employment. This memo is to clarify the rule and for employees to immediately correct this action.



**F. Consent Agenda**

**F.1 Approval of Minutes: 03/02/23** – Mayor Skinner asked for any necessary corrections or additions to the minutes or a motion to approve them as presented.

**Motion to approve the Minutes of 03/02/23 as presented was made by Rylands/Randall. Motion carried.**

**G. Strategic Issues for Discussion and/or Vote**

**G.1 Waste Collection Board Budget Revision FY 2022/2023** – Action taken earlier in the meeting.

**G.2 Draft Waste Collection Board Budget FY 2023/2024** – Discussion took place earlier in the meeting. No action was necessary.

**G.3 Operational Waste Management Plan** – Discussion took place earlier in the meeting. No action was necessary.

**H. Board Members Comments and Announcements**

- **CJ Rylands:** Nothing further.
- **Scott Randall:** Nothing further.
- **Randy Sanders:** Nothing further.
- **Amberle Jenkins:** Nothing further.
- **Jerry Arnold:** Nothing further.
- **Jay Hollen:** Nothing further.
- **Robbie Skinner:** Nothing further.

**I. Adjournment**

**Motion to adjoin at 8:17 AM was made by Randall.**

**Mayor Robert N. Skinner III** \_\_\_\_\_

**City Recorder Randall H. Sanders** \_\_\_\_\_