

**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, March 2, 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 - GTM
CJ Rylands	Board Member	Present
Scott Randall	Board Member	Present
Jay Hollen	City Engineer	Present - GTM
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, March 2 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 February 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 PSCWV Commission Order regarding Opt-out Policy for Mediation of Formal Complaint Cases
    - E.2 DMRs 4<sup>th</sup> Quarter 2022
  - F. Consent Agenda**
    - F.1 Approval of Minutes: 02/02/23
  - G. Strategic Issues for Discussion and/or Vote**
    - G.1 Discussion/Possible Vote Road Tractor Engine Replacement
    - G.2 Approval Transfer Station Closure on Easter Saturday, April 8, 2023
    - G.3 Authorization to Invest Funds into Certificate of Deposit (CD)
  - H. Board Members Comments and Announcements**
  - I. Adjournment**

Posted 02/24/2023

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

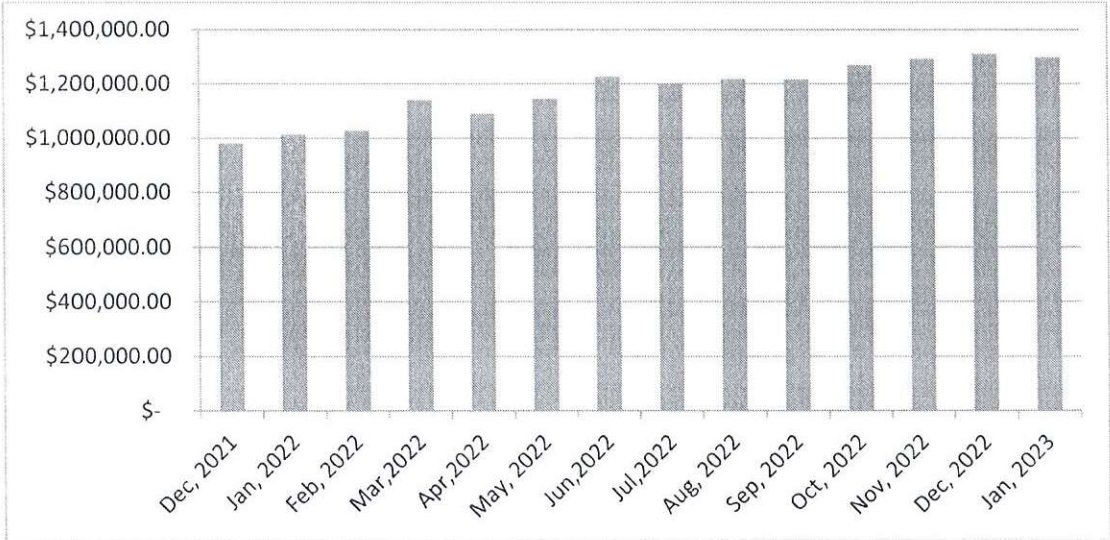
WASTE BOARD  
CITY OF BUCKHANNON  
BALANCE SHEET

Balance February 28, 2023  
Money Market & Checking \$1,337,376.90

CD (renews June 2023) S 30,886.49

CDAR (renew April 2024) S 27,827.48

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



Money Market & Checking Trend

3-01-2023 01:16 PM

CITY OF BUCKHANNON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: FEBRUARY 28TH, 2023

404-WASTE COLLECTION

% OF YEAR COMPLETED: 66.67

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	1,219.05	0.00	280.95	81.27
404-303-003-00 RECYCLE-OCC-CARDBOARD	2,000	875.40	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	8,620.35	68,834.02	0.00	16,165.98	80.98
TOTAL TAXES	119,900	9,495.75	83,184.57	0.00	36,715.43	69.38
OTHER FEES						
404-341-000-00 FUEL SURCHARGE	169,000	22,419.85	169,973.90	0.00 (	973.90)	100.58
TOTAL OTHER FEES	169,000	22,419.85	169,973.90	0.00 (	973.90)	100.58
UTILITY BILLINGS						
404-350-000-00 WASTE COLLECTION BILLINGS	2,534,000	230,304.03	1,857,739.30	0.00	676,260.70	73.31
TOTAL UTILITY BILLINGS	2,534,000	230,304.03	1,857,739.30	0.00	676,260.70	73.31
HEALTH AND SAFETY						
404-355-000-00 TRANSFER ST/LANDFILL RECE	310,000	28,481.00	251,357.60	0.00	58,642.40	81.08
TOTAL HEALTH AND SAFETY	310,000	28,481.00	251,357.60	0.00	58,642.40	81.08
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	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
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	0.00	544.46	0.00 (	344.46)	272.23
TOTAL INTRAFUND CONTR/CHARGES	200	0.00	544.46	0.00 (	344.46)	272.23
OTHER REVENUE						
404-380-000-00 INTEREST	200	0.00	196.29	0.00	3.71	98.15
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	6,459.93	33,541.94	0.00 (	3,541.94)	111.81
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	6,459.93	33,738.23	0.00 (	2,938.23)	109.54
TOTAL REVENUE	3,163,900	297,160.56	2,398,338.06	0.00	765,561.94	75.80

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CITY OF BUCKHANNON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: FEBRUARY 28TH, 2023

404-WASTE COLLECTION

% OF YEAR COMPLETED: 66.67

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	773,000	61,176.44	432,604.17	0.00	340,395.83	55.96
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	4,660.53	32,943.81	0.00	27,056.19	54.91
404-530-105-00 WASTE EMPLOYEE INSURANCE	167,382	8,840.16	103,591.60	0.00	63,790.40	61.89
404-530-106-00 WASTE EMPLOYEE RETIREMENT	69,570	5,395.76	37,745.09	0.00	31,824.91	54.25
TOTAL SALARIES & BENEFITS	1,069,952	80,072.89	606,884.67	0.00	463,067.33	56.72
CONTRACTUAL SERVICES						
404-530-213-00 WASTE COLL. UTILITIES	18,100	604.74	6,712.32	0.00	11,387.68	37.08
404-530-226-00 COMP, UNEMPL & INSURANCE	58,000	3,189.65	35,334.80	0.00	22,665.20	60.92
TOTAL CONTRACTUAL SERVICES	76,100	3,794.39	42,047.12	0.00	34,052.88	55.25
COMMODITIES						
404-530-341-00 SHOP MAINTENANCE	42,480	6,637.03	27,222.29	0.00	15,257.71	64.08
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	3,118.24	84,299.35	136.09	4,435.44	105.54
404-530-343-01 GAS & OIL EXPENSE 1,2,3,4	100,000	9,787.21	85,153.34	2,200.00	12,646.66	87.35
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	458.06	3,969.33	0.00	9,930.67	28.56
TOTAL COMMODITIES	248,580	20,000.54	200,779.30	2,336.09	45,464.61	81.71
CAPITAL OUTLAY						
404-530-459-00 WASTE COLL. NEW EQUIPMENT	115,972	2,345.05	26,724.37	0.00	89,247.63	23.04
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	2,345.05	53,300.62	0.00	95,171.38	35.90
CONTRIBUTIONS						
404-530-561-00 DUMPSTERS (NEW)	30,000	0.00	26,257.98	0.00	3,742.02	87.53
TOTAL CONTRIBUTIONS	30,000	0.00	26,257.98	0.00	3,742.02	87.53
NON-OPERATING EXPENSES						
404-530-999-00 COLLECTION MISCELLANEOUS	16,000	2,048.27	12,669.10	0.00	3,330.90	79.18
TOTAL NON-OPERATING EXPENSES	16,000	2,048.27	12,669.10	0.00	3,330.90	79.18
TOTAL WASTE DEPARTMENT	1,589,104	108,261.14	941,938.79	2,336.09	644,829.12	59.42
RECYCLING DEPARTMENT =====						
SALARIES & BENEFITS						
404-531-103-00 RECYCLING SALARIES	109,000	7,659.62	66,281.64	0.00	42,718.36	60.81
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	582.15	5,047.08	0.00	3,302.92	60.44

3-01-2023 01:16 PM

CITY OF BUCKHANNON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: FEBRUARY 28TH, 2023

404-WASTE COLLECTION

% OF YEAR COMPLETED: 66.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
404-531-105-00 GROUP INSURANCE	24,000	1,455.03	16,138.96	0.00	7,861.04	67.25
404-531-106-00 GROUP RETIREMENT	9,990	689.37	5,965.36	0.00	4,024.64	59.71
TOTAL SALARIES & BENEFITS	151,340	10,386.17	93,433.04	0.00	57,906.96	61.74
CONTRACTUAL SERVICES						
404-531-213-00 UTILITIES	5,300	644.01	4,327.43	0.00	972.57	81.65
404-531-226-00 INSURANCE & BONDS	4,500	497.09	4,660.40	0.00	160.40	103.56
TOTAL CONTRACTUAL SERVICES	9,800	1,141.10	8,987.83	0.00	812.17	91.71
COMMODITIES						
404-531-343-00 TRUCK MAINTENANCE	13,000	205.62	5,795.90	0.00	7,204.10	44.58
404-531-343-01 FUEL - RECYCLING CENTER	11,000	630.49	7,044.67	0.00	3,955.33	64.04
404-531-343-02 EQUIPMENT MAINTENANCE	9,600	1,730.88	6,020.77	0.00	3,579.23	62.72
404-531-399-00 MISCELLANEOUS	5,400	0.00	220.88	0.00	5,179.12	4.09
TOTAL COMMODITIES	39,000	2,566.99	19,082.22	0.00	19,917.78	48.93
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	14,094.26	121,503.09	0.00	78,636.91	60.71
LANDFILL =====						
CONTRACTUAL SERVICES						
404-532-216-00 TESTING/MONITOR WELLS	0	0.00	0.00	0.00	0.00	0.00
404-532-216-01 TREATMENT OF LEACHATE	35,000	220.33	14,709.35	0.00	20,290.65	42.03
TOTAL CONTRACTUAL SERVICES	35,000	220.33	14,709.35	0.00	20,290.65	42.03
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	220.33	14,709.35	0.00	20,290.65	42.03
TRANSFER STATION =====						
SALARIES & BENEFITS						
404-533-103-00 SALARIES TRANSFER STATION	106,000	4,852.85	47,622.09	0.00	58,377.91	44.93
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	368.23	3,619.80	0.00	4,493.20	44.62
404-533-105-00 GROUP INSURANCE	16,000	690.01	8,308.81	0.00	7,691.19	51.93



3-01-2023 01:16 PM

CITY OF BUCKHANNON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: FEBRUARY 28TH, 2023

404-WASTE COLLECTION

% OF YEAR COMPLETED: 66.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
404-533-106-00 GROUP RETIREMENT	9,540	436.74	3,592.10	0.00	5,947.90	37.65
TOTAL SALARIES & BENEFITS	139,653	6,347.83	63,142.80	0.00	76,510.20	45.21
CONTRACTUAL SERVICES						
404-533-213-00 UTILITIES	11,200	1,215.28	4,764.00	0.00	6,436.00	42.54
404-533-216-00 DRAINAGE EXPENSE TRANSFER	3,192	0.00	3,123.34	0.00	68.66	97.85
404-533-226-00 INSURANCE & BONDS	20,000	455.67	13,099.52	0.00	6,900.48	65.50
TOTAL CONTRACTUAL SERVICES	34,392	1,670.95	20,986.86	0.00	13,405.14	61.02
COMMODITIES						
404-533-343-00 EQUIPMENT MAINTENANCE	40,000	144.80	21,589.28	0.00	18,410.72	53.97
404-533-343-01 FUEL/OIL TRANSFER STA. 7,	108,000	7,225.84	68,919.41	0.00	39,080.59	63.81
404-533-343-02 MAINTENANCE TRUCK/TRAILER	40,000	5,878.25	21,258.09	0.00	18,741.91	53.15
404-533-345-00 UNIFORMS	4,000	0.00	1,360.05	0.00	2,639.95	34.00
TOTAL COMMODITIES	192,000	13,248.89	113,126.83	0.00	78,873.17	58.92
CAPITAL OUTLAY						
404-533-459-00 NEW EQUIPMENT	277,816	3,425.58	206,701.42	0.00	71,114.58	74.40
404-533-460-00 TIPPING FEES	950,000	53,825.37	530,185.89	0.00	419,814.11	55.81
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	57,250.95	739,597.31	0.00	498,218.69	59.75
NON-OPERATING EXPENSES						
404-533-999-00 MISCELLANEOUS TRANSFER ST	5,300	222.54	1,497.01	0.00	3,802.99	28.25
TOTAL NON-OPERATING EXPENSES	5,300	222.54	1,497.01	0.00	3,802.99	28.25

TOTAL TRANSFER STATION 1,609,161 78,741.16 938,350.81 0.00 670,810.19 58.31

WASTE OFFICE/BOARD  
=====

SALARIES & BENEFITS						
404-534-101-00 WASTE BOARD OFFICERS SALA	12,000	1,000.00	8,000.00	0.00	4,000.00	66.67
404-534-103-00 CLERK, ATTORNEY, ENGINEER	172,000	12,435.31	107,789.62	0.00	64,210.38	62.67
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	1,027.16	8,853.58	0.00	5,222.42	62.90
404-534-105-00 GROUP INSURANCE	17,200	190.21	4,443.90	0.00	12,756.10	25.84
404-534-106-00 GROUP RETIREMENT	16,560	1,097.20	9,357.41	0.00	7,202.59	56.51
404-534-107-00 INT EXP EXCAVATOR LOAN	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	231,836	15,749.88	138,444.51	0.00	93,391.49	59.72
CONTRACTUAL SERVICES						
404-534-218-00 POSTAGE	12,000	1,094.31	13,811.28	0.00 (	1,811.28)	115.09
404-534-219-00 RENT	10,000	0.00	0.00	0.00	10,000.00	0.00
404-534-223-00 PROFESSIONAL SERVICES (LE	10,000	2,951.25	11,012.75	0.00 (	1,012.75)	110.13

3-01-2023 01:16 PM

CITY OF BUCKHANNON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: FEBRUARY 28TH, 2023

404-WASTE COLLECTION

% OF YEAR COMPLETED: 66.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
404-534-226-00 INSURANCE & BONDS	15,000	26.12	10,021.36	0.00	4,978.64	66.81
TOTAL CONTRACTUAL SERVICES	47,000	4,071.68	34,845.39	0.00	12,154.61	74.14
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	11,939.86	0.00	13,060.14	47.76
TOTAL CAPITAL OUTLAY	25,000	0.00	11,939.86	0.00	13,060.14	47.76
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	4,175.18	48,802.58	73.95	4,123.47	92.22
TOTAL NON-OPERATING EXPENSES	58,359	4,175.18	48,802.58	73.95	9,482.47	83.75

TOTAL WASTE OFFICE/BOARD 370,195 23,996.74 242,128.07 73.95 127,992.98 65.43

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 3,803,600 225,313.63 2,258,630.11 2,410.04 1,542,559.85 59.44  
REVENUE OVER/(UNDER) EXPENDITURES ( 639,700) 71,846.93 139,707.95 ( 2,410.04) ( 776,997.91) 21.46-

Waste February 2023 Payment of Bills

- \$1,905.00– NAPA-AMTOWER- TRUCK SCAN TOOL LICENSE RENEWAL
- \$4,368.00- RELIABLE TIRE-CAPS, CASINGS, REPAIRS & TIRES
- \$51,376.37 – WM CORPORATE SERVICES – JANUARY TIPPING FEES & CD TIPPING FEES
- \$17,495.31 – WORLD FUEL SERVICES – JAN 2023 FUEL BILL
- \$2,031.89 – MATHENY MOTOR TRUCK CO – TURBO KIT FOR R19
- \$2,050.00 – JERRY W RICE – FREON REMOVAL

03-01-2023 11:06 AM		DISBURSEMENTS 2/1/23 to 2/28/23				
FUND: WASTE COLLECTION						
DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT	
WASTE DEPARTMENT	MPL CORPORATION	530-999-00	COLLECTION MISCELLAN	FEB 2023 TOWER NTRWK ACCES	100.00	
	MON POWER	530-213-00	WASTE COLL. UTILITIE	110088931545 WASTE GARAGE	205.27	
	COLE TRUCK PARTS INC	530-343-00	TRUCK MAINTENANCE	SWITCHES R2,3,7, & 8	160.52	
		530-343-00	TRUCK MAINTENANCE	4" BAND CLAMP	30.00	
	LAWSON PRODUCTS INC	530-341-00	SHOP MAINTENANCE	ASSORTED BOLTS, DRILL BIT	1,182.18	
	GO-MART	530-343-01	GAS & OIL EXPENSE 1,	PCRD-FUEL TO PETERSTOWN AU	64.50	
	ENCOVA INSURANCE	530-226-00	COMP, UNEMPL & INSUR	WCN6007140 JAN 2023	3,189.65	
	AIRGAS USA, LLC	530-341-00	SHOP MAINTENANCE	CYL LEASE 2/1/23-1/31/24	104.12	
	BJ TEETS	530-343-00	TRUCK MAINTENANCE	2023 CDL RENEWAL REIMBURSE	40.75	
	WV PUBLIC EMPLOYEES INSURANC	530-105-00	WASTE EMPLOYEE INSUR	WASTE FEB 2023 HEALTH INS	7,878.16	
		530-105-00	WASTE EMPLOYEE INSUR	WAS FEB 2023 RETIREE'S INS	910.00	
	MATHENY MOTOR TRUCK CO	530-343-00	TRUCK MAINTENANCE	CLAMPS AND GASKETS R8	145.84	
		530-343-00	TRUCK MAINTENANCE	WINDOW REG. ASSEMBLY R8	161.88	
	NAPA-AMTOWER AUTO SUPPLY	530-343-00	TRUCK MAINTENANCE	SERPENTINE & V BELT - R13	55.74	
		530-341-00	SHOP MAINTENANCE	BATTERY TESTER	68.94	
		530-341-00	SHOP MAINTENANCE	BATTERY PACKS	251.99	
		530-341-00	SHOP MAINTENANCE	TIRE VALVES, ANTIFREEZE	531.20	
		530-341-00	SHOP MAINTENANCE	PB BLAST AND CYLINDER HON	67.55	
		530-341-00	SHOP MAINTENANCE	M81 HAMMER DRILL & BIT	369.68	
		530-341-00	SHOP MAINTENANCE	LIC RENEWAL TRK SCAN TOOL	1,905.00	
	LOWES BUSINESS ACCOUNTS	530-341-00	SHOP MAINTENANCE	5/8" X 50' WATER HOSE	23.74	
	ACE HARDWARE & CONTRACTOR SU	530-341-00	SHOP MAINTENANCE	PCRD-WET/DRY VAC	139.99	
	DODSON BROS EXTERMINATING CO	530-341-00	SHOP MAINTENANCE	WAS PEST CNTRL JAN 2023	70.00	
03-01-2023 11:06 AM		DISBURSEMENTS 2/1/23 to 2/28/23				
FUND: WASTE COLLECTION						
DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT	
WASTE DEPARTMENT	WV PUBLIC EMPLOYEES RETIREME	530-106-00	WASTE EMPLOYEE RETIR	WV RETIREMENT CONTRIBUTION	1,652.06	
		530-106-00	WASTE EMPLOYEE RETIR	WV RETIREMENT CONTRIBUTION	1,742.18	
		530-106-00	WASTE EMPLOYEE RETIR	WV RETIRE TIER2 CONTRIBUTI	966.74	
		530-106-00	WASTE EMPLOYEE RETIR	WV RETIRE TIER2 CONTRIBUTI	1,034.78	
	ENTERPRISE FM TRUST	530-459-00	WASTE COLL. NEW EQUI	25XTJAN 2022 2500 DODGE RA	969.95	
		530-459-00	WASTE COLL. NEW EQUI	25QBXR 2022 RAM 1500	433.57	
		530-459-00	WASTE COLL. NEW EQUI	22WCPJ 2019 RAM 1500 PYMT	635.79	
		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 AND LENS WIPES	458.06	
	RELIABLE TIRE COMPANY	530-343-00	TRUCK MAINTENANCE	CAPS AND REPAIRS	884.00	
		530-343-00	TRUCK MAINTENANCE	TIRES	1,260.00	
	WV DIV OF MOTOR VEHICLES	530-999-00	COLLECTION MISCELLAN	WAS EMPLOYEE DRIVER LIC CH	157.50	
	TOOLS ETC	530-341-00	SHOP MAINTENANCE	DRILL BITS; BATTERY	348.00	
	ST JOSEPH HOSPITAL OF BUCKHA	530-999-00	COLLECTION MISCELLAN	PRE EMPLYMT LABS MATT WARE	53.00	
		530-999-00	COLLECTION MISCELLAN	PREEMPLMT LABS RONALD BOSL	53.00	
		530-999-00	COLLECTION MISCELLAN	LAB RESULTS PAUL LEICHLITE	74.00	
	WALMART STORES INC -BUCKHANN	530-341-00	SHOP MAINTENANCE	PCRD-FOLDERS RED PENS TAPE	162.69	
		530-999-00	COLLECTION MISCELLAN	PCRD-PRESCRIPT SAFETY LENS	125.00	
		530-999-00	COLLECTION MISCELLAN	CLEANING SUPP CITY HALL	52.79	
		530-341-00	SHOP MAINTENANCE	PCRD-PRINTER FIRST AID KIT	326.35	
		530-999-00	COLLECTION MISCELLAN	CLEANING SPPLS CITY HALL	34.45	
	BENNYS BOOT HILL	530-341-00	SHOP MAINTENANCE	BOOTS RON B & MATT W	206.91	
		530-341-00	SHOP MAINTENANCE	BOOTS RON B & MATT W	188.91	
	INTERNAL REVENUE SERVICE	530-104-00	WASTE COLL. F.I.C.A.	FICA WITHHELD AND MATCHED	1,825.92	
		530-104-00	WASTE COLL. F.I.C.A.	FICA WITHHELD AND MATCHED	1,951.24	
		530-104-00	WASTE COLL. F.I.C.A.	MEDICARE WITHHELD & MATCHE	427.03	
		530-104-00	WASTE COLL. F.I.C.A.	MEDICARE WITHHELD & MATCHE	456.34	
	AMAZON.COM	530-341-00	SHOP MAINTENANCE	PCRD-ABRASIVE FLAP DISC	233.00	
		530-341-00	SHOP MAINTENANCE	PCRD-WELDING GLOVES	25.92	
		530-341-00	SHOP MAINTENANCE	PCRD-9 PIN TO OBD II ADAPT	79.45	
		530-341-00	SHOP MAINTENANCE	PCRD-LED RECHRG HEADLAMP	48.47	
		530-341-00	SHOP MAINTENANCE	PCRD-LED RECHRGBLE HEAD LA	79.00	
		530-343-00	TRUCK MAINTENANCE	PCRD-DRIVING LAMPS FOR GAR	131.10	
		530-341-00	SHOP MAINTENANCE	PCRD-LED CORN COB LGHT BUL	223.94	
	CLEVELAND BROTHERS EQUIPMENT	530-343-00	TRUCK MAINTENANCE	WATER PUMP R-13	248.41	
	PAYFLEX	530-105-00	WASTE EMPLOYEE INSUR	WASTE FEB 2023 HSA FEE	52.00	
	AT&T MOBILITY	530-213-00	WASTE COLL. UTILITIE	PCRD-DEC CELL PHN & GEOTAB	231.22	
	WORLD FUEL SERVICES, INC.	530-343-01	GAS & OIL EXPENSE 1,	WASTE FUEL BILL JAN 2023	9,638.98	
	FREEDOM AG & ENGERY COOPERAT	530-343-01	GAS & OIL EXPENSE 1,	PROPANE FOR FORKLIFTS	83.73	
	ANDREW LOUDIN	530-999-00	COLLECTION MISCELLAN	TRVL REIMB PCKUP AUCTION I	47.91	
	WV NEWS	530-999-00	COLLECTION MISCELLAN	HIRING WASTE DEPT AD DEC 2	1,350.62	
	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	24.17	
	**PAYROLL EXPENSES			2/01/2023 - 2/28/2023	61,176.44	
				TOTAL:		108,261.14
RECYCLING DEPARTMENT	MON POWER	531-213-00	UTILITIES	110088931701 RECYCLING CEN	438.65	
	ENCOVA INSURANCE	531-226-00	INSURANCE & BONDS	WCN6007140 JAN 2023	497.09	
	WV PUBLIC EMPLOYEES INSURANC	531-105-00	GROUP INSURANCE	WASTE FEB 2023 HEALTH INS	1,235.28	
		531-105-00	GROUP INSURANCE	WAS FEB 2023 RETIREE'S INS	210.00	
	NAPA-AMTOWER AUTO SUPPLY	531-343-02	EQUIPMENT MAINTENANC	OIL & AIR FLTR - SKIDSTEE	36.46	
		531-343-00	TRUCK MAINTENANCE	FILTERS & OIL R-14 & R-6	205.62	
		531-343-02	EQUIPMENT MAINTENANC		5.33	



03-01-2023 11:06 AM		DISBURSEMENTS 2/1/23 to 2/28/23			
FUND: WASTE COLLECTION					
DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	STATE EQUIPMENT INC.	531-343-02	EQUIPMENT MAINTENANC	TURBO & GASKETS SKID STR	1,522.75
		531-343-02	EQUIPMENT MAINTENANC	FILTER ELEMENT SKID STEER	128.22
		531-343-02	EQUIPMENT MAINTENANC	TURBO & GASKETS SKID STR	38.12
	WV PUBLIC EMPLOYEES RETIREME	531-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	339.41
		531-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	349.96
	INTERNAL REVENUE SERVICE	531-104-00	FICA TAX	FICA WITHHELD AND MATCHED	232.27
		531-104-00	FICA TAX	FICA WITHHELD AND MATCHED	239.53
		531-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	54.32
		531-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	56.03
	PEOPLES NATURAL GAS	531-213-00	UTILITIES	200008184083 RECYCLE CENTE	153.56
	PAYFLEX	531-105-00	GROUP INSURANCE	WASTE FEB 2023 HSA FEE	9.75
	AT&T MOBILITY	531-213-00	UTILITIES	PCRD-DEC CELL PHN & GEOTAB	51.80
	WORLD FUEL SERVICES, INC.	531-343-01	FUEL - RECYCLING CEN	WASTE FUEL BILL JAN 2023	630.49
	**PAYROLL EXPENSES			2/01/2023 - 2/28/2023	7,659.62
				TOTAL:	14,094.26
LANDFILL	HARRISON RURAL ELECTRIC	532-216-01	TREATMENT OF LEACHAT	TURKEY RUN LNDFILL ELEC FE	220.33
				TOTAL:	220.33
TRANSFER STATION	MON POWER	533-213-00	UTILITIES	110088931610 MUD LICK RD	368.73
	COLE TRUCK PARTS INC	533-343-02	MAINTENANCE TRUCK/TR	MUD FLAPS TRANS TRKS	82.84
		533-343-02	MAINTENANCE TRUCK/TR	MUD FLAPS TRANS TRKS	738.59
		533-343-02	MAINTENANCE TRUCK/TR	LIGHT BULBS R-11	50.55
		533-343-02	MAINTENANCE TRUCK/TR	MUD FLAPS R-11 & TRAILERS	67.14
		533-343-02	MAINTENANCE TRUCK/TR	LIGHTS AND BRAKES	298.83
	ENCOVA INSURANCE	533-226-00	INSURANCE & BONDS	WCN6007140 JAN 2023	455.67
	WV PUBLIC EMPLOYEES INSURANC	533-105-00	GROUP INSURANCE	WASTE FEB 2023 HEALTH INS	616.76
		533-105-00	GROUP INSURANCE	WAS FEB 2023 RETIREE'S INS	70.00
	MATHENY MOTOR TRUCK CO	533-343-02	MAINTENANCE TRUCK/TR	TURBO KIT R19	2,031.89
	NAPA-AMTOWER AUTO SUPPLY	533-343-02	MAINTENANCE TRUCK/TR	FILTERS R-11 & R-19	384.41
		533-343-00	EQUIPMENT MAINTENANC	FUEL FILTER TS SKID STEER	9.08
	JERRY W RICE	533-460-00	TIPPING FEES	FREON REMOVAL	2,050.00
	LOWES BUSINESS ACCOUNTS	533-999-00	MISCELLANEOUS TRANSF	LUMBER FOR TRANSFTER STAT	45.46
	STATE EQUIPMENT INC.	533-343-00	EQUIPMENT MAINTENANC	BALL JOINTS FOR BACKHOE	135.72
	WV PUBLIC EMPLOYEES RETIREME	533-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUION	210.63
		533-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	226.11
	CITIZENS BANK OF WV	533-459-00	NEW EQUIPMENT	WAS MARCH 2023 CLOSED TOP	1,120.97
		533-459-00	NEW EQUIPMENT	WAS RD TRACTOR MARCH 2023	2,304.61
	RELIABLE TIRE COMPANY	533-343-02	MAINTENANCE TRUCK/TR	11R24.5 OPD RIB CAPS	1,136.00
		533-343-02	MAINTENANCE TRUCK/TR	TIRE CAPS AND CASINGS	1,088.00
	INTERNAL REVENUE SERVICE	533-104-00	FICA TAX	FICA WITHHELD AND MATCHED	143.88
		533-104-00	FICA TAX	FICA WITHHELD AND MATCHED	154.55
		533-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	33.65
		533-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	36.15
	PEOPLES NATURAL GAS	533-213-00	UTILITIES	200008184349 WASTE COLL	733.69
	AMAZON.COM	533-999-00	MISCELLANEOUS TRANSF	PCRD-SPLIT PAPER	177.08
	TIRE AND RUBBER INC	533-460-00	TIPPING FEES	JAN 2023 TIRE DISPOSAL FEE	399.00
	PAYFLEX	533-105-00	GROUP INSURANCE	WASTE FEB 2023 HSA FEE	3.25
	WM CORPORATE SERVICES, INC.	533-460-00	TIPPING FEES	JAN 2023 TIPPING FEES	33,005.91
		533-460-00	TIPPING FEES	CD TIPPING FEES 1/16-1/31/	12,267.25
		533-460-00	TIPPING FEES	CD TIPPING FEES 2/1-2/15/2	6,103.21
	AT&T MOBILITY	533-213-00	UTILITIES	PCRD-DEC CELL PHN & GEOTAB	38.85
	WORLD FUEL SERVICES, INC.	533-343-01	FUEL/OIL TRANSFER ST	WASTE FUEL BILL JAN 2023	7,225.84
	FRONTIER	533-213-00	UTILITIES	472-4443-101915-4 WASTE	74.01

03-01-2023 11:06 AM		DISBURSEMENTS 2/1/23 to 2/28/23			
FUND: WASTE COLLECTION					
DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	**PAYROLL EXPENSES			2/01/2023 - 2/28/2023	4,852.85
				TOTAL:	78,741.16
WASTE OFFICE/BOARD	RALSTON PRESS INC	534-999-00	GEM & ADM MISC BILLI	(5,000) WINDOW ENVELOPES	137.90
	GATES SUPPLY	534-999-00	GEM & ADM MISC BILLI	GRAY & PHOTO BLACK INK	47.93
	ENCOVA INSURANCE	534-226-00	INSURANCE & BONDS	WCN6007140 JAN 2023	26.12
	WV PUBLIC EMPLOYEES INSURANC	534-105-00	GROUP INSURANCE	WASTE FEB 2023 HEALTH INS	93.62
		534-105-00	GROUP INSURANCE	WAS FEB 2023 RETIREE'S INS	93.34
	WV PUBLIC EMPLOYEES RETIREME	534-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	291.95
		534-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	296.21
		534-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	277.52
		534-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	231.52
	BUCKHANNON POSTMASTER	534-218-00	POSTAGE	PERMIT #10 POSTAGE	750.00
	PAYROLL ACCOUNT (ALL DEPTS)	534-999-00	GEM & ADM MISC BILLI	JAN 2023 AA FEES	196.83
	THOMAS J O'NEILL	534-223-00	PROFESSIONAL SERVICE	MARCH 2023 CONTRACT ATTY F	1,250.00
	COLLECTION ACCOUNT	534-999-00	GEM & ADM MISC BILLI	JANUARY 2023 CREDIT CARD F	1,770.13
	TOSHIBA FINANCIAL SERVICES	534-999-00	GEM & ADM MISC BILLI	FEB 2023 CITY HALL COPIER	149.49
	WASTE COLLECTION BOARD	534-999-00	GEM & ADM MISC BILLI	FEB 2023 LOC FEES	276.37
	RAVEN ROCK NETWORKS INC	534-999-00	GEM & ADM MISC BILLI	FEB 2023 IT SVC CONTRACT	375.00
	BADZIK PRINTING SERVICE, INC	534-999-00	GEM & ADM MISC BILLI	TAX FORMS 2022	156.32
		534-999-00	GEM & ADM MISC BILLI	ADDITIONAL TAX FORMS 2022	30.04
	GALAXY DIGITAL LLC	534-999-00	GEM & ADM MISC BILLI	PCRD-VOLUNTEER SOFTWARE TE	25.00
	DAVID L HOWELL CPA	534-223-00	PROFESSIONAL SERVICE	BILL #1 2021-22 AUDIT	1,701.25
	JERRY HEARD ASSC.	534-999-00	GEM & ADM MISC BILLI	UTILITY BILLS	717.97
	WVNET	534-999-00	GEM & ADM MISC BILLI	WEB HOSTING 2ND QTR FY 23	18.75
	INTERNAL REVENUE SERVICE	534-104-00	FICA TAX	FICA WITHHELD AND MATCHED	469.19
		534-104-00	FICA TAX	FICA WITHHELD AND MATCHED	363.30
		534-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	109.71
		534-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	84.96
	PAYFLEX	534-105-00	GROUP INSURANCE	WASTE FEB 2023 HSA FEE	3.25
	U.S. POSTAL SERVICE (CMRS-FP	534-218-00	POSTAGE	FEB 2023 POSTAGE	250.00
	FP FINANCE PROGRAM	534-218-00	POSTAGE	FEB 23 MAILER & INSERTER P	94.31
	OPTIMUM B2B, DEPT. 1264	534-999-00	GEM & ADM MISC BILLI	FEB 2023 CITY HALL INTERNE	214.63
	ROSSMAN & CO/PCB CORP	534-999-00	GEM & ADM MISC BILLI	JAN 2023 UTILITY COLLECTIO	58.82
	**PAYROLL EXPENSES			2/01/2023 - 2/28/2023	13,435.31
				TOTAL:	23,996.74

During the Financial Report and without objection, ***G.3 Authorization to Invest Funds into Certificate of Deposit (CD)*** was moved to the table for discussion and/or vote. Mrs. Jenkins reported that she has reviewed rates for Certificates of Deposit (CD) and has found the availability of a 15 month CD at a rate of 4.06%.

**Motion to approve the investment of \$200,000 into a 15 month CD at Citizens Bank at a rate of 4.06% was made by Skinner/Randall. Motion carried.**

**Motion to accept the February Financial Report was made by Rylands/Randall. Motion carried.**

**D. Department Report** – Mr. Arnold provided an overview of the following reports:

D.1 Recycling Center Report

City of Buckhannon  
Recycling Center

DATE: February-23

Inventory & Balance Sheet

	Uproc.	Proc.	Total
ONP	3	22.09	25.09
OCC	0.05	13.79	13.84
MGOP	0.7	6.2	6.9
STEEL	0.67	6.33	7
ALUM.	0.3	0.35	0.65
E-WASTE	0	0	0
Pete #1	0.12	3.47	3.59
No. 2	0.15	4.05	4.2
Total	4.99	56.28	61.27

Inventory 3/1/2361.27

Inventory 2/1/2356.68

Diff.4.59

Loads Shipped26.36

Total Diff. Inventory & Loads Shipped30.95

Total Received30.95

Less Garbage0

Total30.95

Residential Curbside  
700

Appliances	Iron	Total	Total \$
4340	0	4340	\$238.70

Yard Debris  
5000

D.2 Transfer Station Report

City of Buckhannon				
Transfer Station Totals				
February		2023		
Total Transactions				2613
Total Weight				1399.11
Total Cash Received				\$29,161.00
Total City Trucks				\$61,781.05
				742.02 tons
Total Charge				\$41,894.88
Grand total				\$132,836.93
Total C/D Material				376.06
Total Commercial/Residential				1023.05
Bulky Goods	Steel	Waste	Total	
	1.4	3.89		5.29

D.3 Waste Collection Report

Mr. Arnold also reported that the department has received the dynamometer that will be used to survey the garbage weight of Commercial waste customers.

Without objection, *G.1 Discussion/Possible Vote Road Tractor Engine Replacement* was moved to the table for discussion and/or vote. Mr. Arnold provided a proposal to purchase a replacement motor for the 2007 International road tractor that is part of our fleet. The available motors include a used one for approximately \$17,000 or a new one for \$32,248. The used motor comes with a 6 months warranty and the new motor will have a 1 year unlimited warranty. Mr. Arnold recommends the new motor. Discussion took place.

**Motion to approve the purchase of a new engine for the 2007 road tractor at a cost of \$32,248 installed was made by Rylands/Skinner. Motion carried.**

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

**E.1 PSCWV Commission Order regarding Opt-out Policy for Mediation of Formal Complaint Cases**

**PUBLIC SERVICE COMMISSION  
OF WEST VIRGINIA  
CHARLESTON**

At as session of the PUBLIC SERVICE COMMISSION OF WEST VIRGINIA  
in the City of Charleston on the 15<sup>th</sup> day of February 2023.

G.O. No. 195.91

General Order regarding mediation opt-out policy.

M.C. G.O. No. 73.2

General Order regarding mandatory mediation of formal complaints.

**COMMISSION ORDER**

This Order implements (1) an opt-out policy for mediation of formal complaint cases currently offered for mediation, with exceptions, and (2) mandatory mediation of motor carrier formal complaints.

**BACKGROUND**

Currently, the Commission offers parties to certain cases the opportunity to participate in mediation.<sup>1</sup> Mediation continues to be an effective, efficient and cost saving tool for resolution of disputes. Also, mediation has been shown to resolve cases within 30-40 days while litigation often takes much longer. Under current policy, however, unless both parties to a formal complaint consent to mediation, the case is not mediated and is instead resolved through the formal complaint process.

**PUBLIC SERVICE COMMISSION  
OF WEST VIRGINIA  
CHARLESTON**

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**City of Buckhannon**  
70 East Main Street  
Buckhannon, WV 26201



Phone: 304.472.1651  
TDD: 304.472.9550  
Fax: 304.472.0934

February 1, 2023

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

**Re: City of Buckhannon Landfill  
Solid Waste Facility Closure  
Permit No.: SWC 5062 / WV0109509  
4<sup>th</sup> Quarter 2022 DMR**

To Whom It May Concern,

We hereby submit the 4<sup>th</sup> Quarter of 2022 Discharge Monitoring Report (DMR) of Outlet 099 for the above-referenced permit in Upshur County, West Virginia.

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

Sincerely,

James S. Hollen, III, PE  
City Engineer

Enclosures

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

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

FACILITY NAME City of Buckhannon Landfill  
LOCATION OF FACILITY Turkey Run Road, Upshur County  
PERMIT NUMBER SWC-5062/WV0109509 OUTLET NO. 099  
WASTELOAD FOR MONTH OF Oct. Nov & Dec 2021

COMMERCIAL LABORATORY NAME \_\_\_\_\_  
COMMERCIAL LABORATORY ADDRESS \_\_\_\_\_

PERMIT NUMBER SWC-5082/WV0109509 OUTLET NO. 099  
WASTELOAD FOR MONTH OF Oct. Nov & Dec 20 22

### INDIVIDUAL PERFORMING ANALYSIS

[illegible]

**F. Consent Agenda**

**F.1 Approval of Minutes: 02/02/23** – 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 02/02/23 as presented was made by Rylands/Randall. Motion carried.**

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

**G.1 Discussion/Possible Vote Road Tractor Engine Replacement** – Action taken earlier in the meeting.

**G.2 Approval Transfer Station Closure on Easter Saturday, April 8, 2023** – Mr. Arnold presented a request to close the Transfer Station on Easter Saturday, April 8, 2023 since it will closed for a recognized holiday on Good Friday, April 7, 2023, with the understanding the employees would not be paid for the Easter Saturday, April 8, 2023 closure as it is not a recognized holiday.

**Motion to approve the Transfer Station Closure on Easter Saturday, April 8, 2023, with the understanding the employees would not be paid for the closure as it is not a recognized holiday, was made by Randall/Rylands. Motion carried**

**G.3 Authorization to Invest Funds into Certificate of Deposit (CD)** – Action taken earlier in the meeting.

**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 7:43 AM was made by Rylands/Randall.**

**Mayor Robert N. Skinner III**

\_\_\_\_\_

**City Recorder Randall H. Sanders**

\_\_\_\_\_