

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, October 05, 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 - GTM
Randy Sanders	City Recorder	Present
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, October 05, 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 September 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
- F. Consent Agenda
- F.1 Approval of Minutes: 09/07/23
- G. Strategic Issues for Discussion and/or Vote
- G.1 Multitude Foods Disputing a Charge- Request Account Adjustment
- H. Board Members Comments and Announcements
- I. Adjournment

Posted 09/29/2023

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

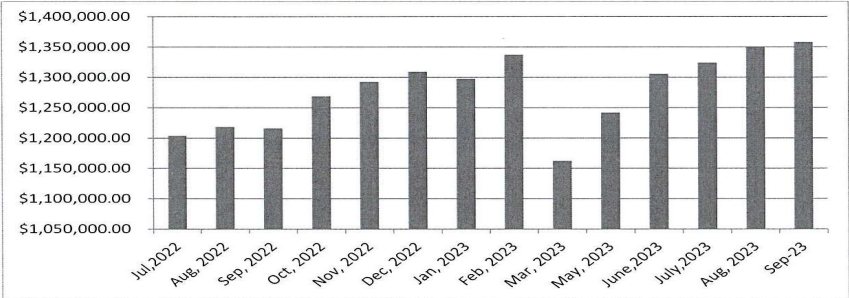
**B. Recognized Guests:** None

C. Financial Report

C.1 September 2023 – Amby Jenkins presented and explained the following information:

WASTE BOARD  
CITY OF BUCKHANNON  
BALANCE SHEET

Balance September 30, 2023	
Money Market & Checking	\$1,357,931.44
CD Citizens Bank 4.5% (renew Dec 2024)	\$ 80,918.58
CDAR (renew April 2024	\$ 27,827.45
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

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CITY OF BUCKHANNON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: SEPTEMBER 30TH, 2023

404-WASTE COLLECTION

% OF YEAR COMPLETED: 25.00

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	1,306.56	1,306.56	0.00	193.44	87.10
404-303-003-00 RECYCLE-OCC-CARDBOARD	3,000	1,433.20	2,729.80	0.00	270.20	90.99
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	1,500	0.00	0.00	0.00	1,500.00	0.00
404-303-006-00 RECYCLE-ONPE-NEWSPAPER	2,000	0.00	1,296.60	0.00	703.40	64.83
404-316-000-00 DUMPSTERS	2,000	0.00	0.00	0.00	2,000.00	0.00
404-317-000-00 DUMPSTER RENTAL	85,000	8,996.01	26,322.41	0.00	58,677.59	30.97
TOTAL TAXES	95,000	11,735.77	31,655.37	0.00	63,344.63	33.32
<u>OTHER FEES</u>						
404-341-000-00 FUEL SURCHARGE	120,000	16,605.84	49,469.39	0.00	70,530.61	41.22
TOTAL OTHER FEES	120,000	16,605.84	49,469.39	0.00	70,530.61	41.22
<u>UTILITY BILLINGS</u>						
404-350-000-00 WASTE COLLECTION BILLINGS	2,534,000	248,284.91	733,760.33	0.00	1,800,239.67	28.96
TOTAL UTILITY BILLINGS	2,534,000	248,284.91	733,760.33	0.00	1,800,239.67	28.96
<u>HEALTH AND SAFETY</u>						
404-355-000-00 TRANSFER ST/LANDFILL RECE	310,000	34,553.00	119,407.00	0.00	190,593.00	38.52
TOTAL HEALTH AND SAFETY	310,000	34,553.00	119,407.00	0.00	190,593.00	38.52
<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	900.00	0.00	900.00	0.00
TOTAL GRANTS	0	0.00	900.00	0.00	900.00	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	50.00	0.00	150.00	25.00
TOTAL INTRAFUND CONTR/CHARGES	200	25.00	50.00	0.00	150.00	25.00
<u>OTHER REVENUE</u>						
404-380-000-00 INTEREST	200	1.19	32.08	0.00	167.92	16.04
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	73,426.83	76,941.36	0.00	46,941.36	256.47
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	73,428.02	76,973.44	0.00	46,173.44	249.91
TOTAL REVENUE	3,090,000	384,632.54	1,012,215.53	0.00	2,077,784.47	32.76

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CITY OF BUCKHANNON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: SEPTEMBER 30TH, 2023

404-WASTE COLLECTION

% OF YEAR COMPLETED: 25.00

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	818,000	84,762.52	214,486.74	0.00	603,513.26	26.22
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.	63,000	6,470.59	16,355.23	0.00	46,644.77	25.96
404-530-105-00 WASTE EMPLOYEE INSURANCE	160,000	12,246.64	59,352.94	0.00	100,647.06	37.10
404-530-106-00 WASTE EMPLOYEE RETIREMENT	73,000	7,628.65	19,106.84	0.00	53,893.16	26.17
TOTAL SALARIES & BENEFITS	1,114,000	111,108.40	309,301.75	0.00	804,698.25	27.76
<u>CONTRACTUAL SERVICES</u>						
404-530-213-00 WASTE COLL. UTILITIES	18,000	616.67	1,680.71	0.00	16,319.29	9.34
404-530-226-00 COMP, UNEMPL & INSURANCE	58,000	4,146.52	12,578.44	0.00	45,421.56	21.69
TOTAL CONTRACTUAL SERVICES	76,000	4,763.19	14,259.15	0.00	61,740.85	18.76
<u>COMMODITIES</u>						
404-530-341-00 SHOP MAINTENANCE	41,000	2,394.50	12,190.88	0.00	28,809.12	29.73
404-530-341-05 SAFETY EQUIPMENT	10,000	0.00	2,179.18	0.00	7,820.82	21.79
404-530-343-00 TRUCK MAINTENANCE	90,000	8,262.04	17,370.68	0.00	72,629.32	19.30
404-530-343-01 GAS & OIL EXPENSE 1,2,3,4	120,000	10,633.49	32,081.69	0.00	87,918.31	26.73
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	14,000	0.00	995.60	0.00	13,004.40	7.11
TOTAL COMMODITIES	277,200	21,290.03	64,818.03	0.00	212,381.97	23.38
<u>CAPITAL OUTLAY</u>						
404-530-459-00 WASTE COLL. NEW EQUIPMENT	121,416	2,668.51	6,966.15	0.00	114,449.85	5.74
404-530-459-01 TOTER SYSTEM	10,000	0.00	0.00	0.00	10,000.00	0.00
TOTAL CAPITAL OUTLAY	131,416	2,668.51	6,966.15	0.00	124,449.85	5.30
<u>CONTRIBUTIONS</u>						
404-530-561-00 DUMPSTERS (NEW)	30,000	79.96	1,763.95	0.00	28,236.05	5.88
TOTAL CONTRIBUTIONS	30,000	79.96	1,763.95	0.00	28,236.05	5.88
<u>NON-OPERATING EXPENSES</u>						
404-530-999-00 COLLECTION MISCELLANEOUS	16,000	1,561.88	4,806.89	0.00	11,193.11	30.04
TOTAL NON-OPERATING EXPENSES	16,000	1,561.88	4,806.89	0.00	11,193.11	30.04
TOTAL WASTE DEPARTMENT	1,644,616	141,471.97	401,915.92	0.00	1,242,700.08	24.44
<u>RECYCLING DEPARTMENT</u> =====						
<u>SALARIES &amp; BENEFITS</u>						
404-531-103-00 RECYCLING SALARIES	108,000	11,269.53	28,813.79	0.00	79,186.21	26.68
404-531-103-01 ADJUST COMPENSATED ABSENC	0	0.00	0.00	0.00	0.00	0.00
404-531-104-00 FICA TAX	8,300	859.39	2,193.92	0.00	6,106.08	26.43

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CITY OF BUCKHANNON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: SEPTEMBER 30TH, 2023

404-WASTE COLLECTION

% OF YEAR COMPLETED: 25.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
404-531-105-00 GROUP INSURANCE	27,000	1,609.94	8,999.32	0.00	18,000.68	33.33
404-531-106-00 GROUP RETIREMENT	9,720	1,014.27	2,593.26	0.00	7,126.74	26.68
TOTAL SALARIES & BENEFITS	153,020	14,753.13	42,600.29	0.00	110,419.71	27.84
CONTRACTUAL SERVICES						
404-531-213-00 UTILITIES	6,800	476.70	1,342.93	0.00	5,457.07	19.75
404-531-226-00 INSURANCE & BONDS	6,500	554.20	5,367.45	0.00	1,132.55	82.58
TOTAL CONTRACTUAL SERVICES	13,300	1,030.90	6,710.38	0.00	6,589.62	50.45
COMMODITIES						
404-531-343-00 TRUCK MAINTENANCE	14,000	300.00	300.00	0.00	13,700.00	2.14
404-531-343-01 FUEL - RECYCLING CENTER	12,000	1,009.42	2,246.21	0.00	9,753.79	18.72
404-531-343-02 EQUIPMENT MAINTENANCE	12,000	1,473.76	3,012.13	0.00	8,987.87	25.10
404-531-399-00 MISCELLANEOUS	5,400	77.85	77.85	0.00	5,322.15	1.44
TOTAL COMMODITIES	43,400	2,861.03	5,636.19	0.00	37,763.81	12.99
CAPITAL OUTLAY						
404-531-459-00 CAPITAL OUTLAY - NEW EQUI	25,000	0.00	0.00	0.00	25,000.00	0.00
TOTAL CAPITAL OUTLAY	25,000	0.00	0.00	0.00	25,000.00	0.00
TOTAL RECYCLING DEPARTMENT	234,720	18,645.06	54,946.86	0.00	179,773.14	23.41
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	30,000	2,195.85	5,033.68	0.00	24,966.32	16.78
TOTAL CONTRACTUAL SERVICES	30,000	2,195.85	5,033.68	0.00	24,966.32	16.78
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	30,000	2,195.85	5,033.68	0.00	24,966.32	16.78
TRANSFER STATION						
SALARIES & BENEFITS						
404-533-103-00 SALARIES TRANSFER STATION	70,000	7,182.53	17,468.73	0.00	52,531.27	24.96
404-533-103-01 ADJUST COMPENSATED ABSENC	0	0.00	0.00	0.00	0.00	0.00
404-533-104-00 FICA TAX	5,400	547.26	1,328.12	0.00	4,071.88	24.59
404-533-105-00 GROUP INSURANCE	14,000	803.98	4,468.44	0.00	9,531.56	31.92

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AS OF: SEPTEMBER 30TH, 2023

404-WASTE COLLECTION

% OF YEAR COMPLETED: 25.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
404-533-106-00 GROUP RETIREMENT	6,300	646.41	1,572.14	0.00	4,727.86	24.95
TOTAL SALARIES & BENEFITS	95,700	9,180.18	24,837.43	0.00	70,862.57	25.95
CONTRACTUAL SERVICES						
404-533-213-00 UTILITIES	9,000	334.81	1,018.72	0.00	7,981.28	11.32
404-533-216-00 DRAINAGE EXPENSE TRANSFER	4,000	0.00	426.00	0.00	3,574.00	10.65
404-533-226-00 INSURANCE & BONDS	20,000	1,705.80	10,132.50	0.00	9,867.50	50.66
TOTAL CONTRACTUAL SERVICES	33,000	2,040.61	11,577.22	0.00	21,422.78	35.08
COMMODITIES						
404-533-343-00 EQUIPMENT MAINTENANCE	40,000	850.80	2,981.61	0.00	37,018.39	7.45
404-533-343-01 FUEL/OIL TRANSFER STA. 7,	108,000	8,407.38	22,197.55	0.00	85,802.45	20.55
404-533-343-02 MAINTENANCE TRUCK/TRAILER	40,000	5,161.19	27,603.07	0.00	12,396.93	69.01
404-533-345-00 UNIFORMS	4,000	191.95	357.51	0.00	3,642.49	8.94
TOTAL COMMODITIES	192,000	14,611.32	53,139.74	0.00	138,860.26	27.68
CAPITAL OUTLAY						
404-533-459-00 NEW EQUIPMENT	101,112	3,425.58	13,702.32	0.00	87,409.68	13.55
404-533-460-00 TIPPING FEES	925,000	82,817.03	235,620.98	0.00	689,379.02	25.47
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	40,000	0.00	0.00	0.00	40,000.00	0.00
404-533-479-00 RECLASSIFY PAYMENTS	0	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	1,066,112	86,242.61	249,323.30	0.00	816,788.70	23.39
NON-OPERATING EXPENSES						
404-533-999-00 MISCELLANEOUS TRANSFER ST	5,300	0.00	1,637.25	0.00	3,662.75	30.89
TOTAL NON-OPERATING EXPENSES	5,300	0.00	1,637.25	0.00	3,662.75	30.89
TOTAL TRANSFER STATION	1,392,112	112,074.72	340,514.94	0.00	1,051,597.06	24.46
WASTE OFFICE/BOARD						
SALARIES & BENEFITS						
404-534-101-00 WASTE BOARD OFFICERS SALA	12,000	1,000.00	3,000.00	0.00	9,000.00	25.00
404-534-103-00 CLERK, ATTORNEY, ENGINEER	173,000	18,353.60	46,650.59	0.00	126,349.41	26.97
404-534-103-01 ADJUST COMPENSATED ABSENC	0	0.00	0.00	0.00	0.00	0.00
404-534-104-00 FICA TAX	13,300	1,480.52	3,797.02	0.00	9,502.98	28.55
404-534-105-00 GROUP INSURANCE	6,000	543.50	2,442.93	0.00	3,557.07	40.72
404-534-106-00 GROUP RETIREMENT	16,700	1,629.83	4,132.67	0.00	12,567.33	24.75
404-534-107-00 INT EXP EXCAVATOR LOAN	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	221,000	23,007.45	60,023.21	0.00	160,976.79	27.16
CONTRACTUAL SERVICES						
404-534-218-00 POSTAGE	14,000	1,175.63	3,414.24	0.00	10,585.76	24.39
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	25,000	1,250.00	5,000.00	0.00	20,000.00	20.00



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CITY OF BUCKHANNON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: SEPTEMBER 30TH, 2023

404-WASTE COLLECTION

% OF YEAR COMPLETED: 25.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
404-534-226-00 INSURANCE & BONDS	0	1,466.22	5,095.35	0.00	( 5,095.35)	0.00
TOTAL CONTRACTUAL SERVICES	49,000	3,891.85	13,509.59	0.00	35,490.41	27.57
COMMODITIES						
404-534-353-00 PSC ASSESSMENTS	8,200	0.00	7,182.94	0.00	1,017.06	87.60
404-534-399-00 MISCELLANEOUS	0	0.00	0.00	0.00	0.00	0.00
TOTAL COMMODITIES	8,200	0.00	7,182.94	0.00	1,017.06	87.60
CAPITAL OUTLAY						
404-534-459-00 CAPTIAL EXPENSE	36,800	0.00	6,288.65	0.00	30,511.35	17.09
TOTAL CAPITAL OUTLAY	36,800	0.00	6,288.65	0.00	30,511.35	17.09
NON-OPERATING EXPENSES						
404-534-699-99 WASTE BOARD CONTINGENCY	0	0.00	0.00	0.00	0.00	0.00
404-534-999-00 GEM & ADM MISC BILLING EX	60,000	3,492.73	28,521.69	0.00	31,478.31	47.54
TOTAL NON-OPERATING EXPENSES	60,000	3,492.73	28,521.69	0.00	31,478.31	47.54
TOTAL WASTE OFFICE/BOARD	375,000	30,392.03	115,526.08	0.00	259,473.92	30.81
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	3,676,448	304,779.63	917,937.48	0.00	2,758,510.52	24.97
REVENUE OVER/(UNDER) EXPENDITURES	( 586,448)	79,852.91	94,278.05	0.00	( 680,726.05)	16.08-

Waste September 2023 Payment of Bills

\$1,683.06– WV TRACTOR & EQUIPMENT- TUB LOCKS & LINERS FOR R-7

\$6,351.00- RELIABLE TIRE CO-TIRES

\$19,330.90 – WORLD FUEL SERVICES – AUGUST 2023 FUEL BILL

\$81,502.03 – WM CORPORATE SERVICES – TIPPING FEES

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DISBURSEMENTS 9-1-23 to 9-30-23

FUND: WASTE COLLECTION

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
WASTE DEPARTMENT	MPL CORPORATION	530-999-00	COLLECTION MISCELLAN	SEP 2023 TWR NTRWK ACCESS	100.00
	MON POWER	530-213-00	WASTE COLL. UTILITIE	110088931545 WASTE GARAGE	197.56
	UNIFIRST CORP.	530-341-00	SHOP MAINTENANCE	ALL DEPT UNIFORMS AUGUST 2	760.51
	COLE TRUCK PARTS INC	530-343-00	TRUCK MAINTENANCE	FUEL FILTERS R-2, 3, & 8	123.42
	LAWSON PRODUCTS INC	530-341-00	SHOP MAINTENANCE	ASSORTED NUTS & BOLTS	316.62
	VALLEY STEEL SERVICE	530-343-00	TRUCK MAINTENANCE	STEEL FOR R-2, 3, 7, & 8	583.35
	WV TRACTOR & EQUIPMENT CO.	530-343-00	TRUCK MAINTENANCE	TUB LOCKS & LINERS R-7	1,683.06
	ENCOVA INSURANCE	530-226-00	COMP, UNEMPL & INSUR	WCN6007140 8/2/23-9/4/2023	2,962.50
	AIRGAS USA, LLC	530-341-00	SHOP MAINTENANCE	PCRD-WELDING GLOVES PIERS	182.79
	WV PUBLIC EMPLOYEES INSURANC	530-105-00	WASTE EMPLOYEE INSUR	WASTE SEPT 2023 HEALTH INS	11,246.64
	MATHENY MOTOR TRUCK CO	530-343-00	TRUCK MAINTENANCE	SEAT PARTS R-2	202.58
		530-343-00	TRUCK MAINTENANCE	ACCELERATOR PEDAL R3	117.59
		530-343-00	TRUCK MAINTENANCE	PRESSURE SENSOR R-3	177.02
10-04-2023 09:49 AM			DISBURSEMENTS 9-1-23 to 9-30-23		
FUND: WASTE COLLECTION					
DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	NAPA-AMTOWER AUTO SUPPLY	530-343-00	TRUCK MAINTENANCE	HEADLIGHT BULBS	46.90
		530-343-00	TRUCK MAINTENANCE	CABIN AIR FILTERS	31.50
		530-341-00	SHOP MAINTENANCE	AIR FILTERS FOR FORKLIFT	31.46
		530-341-00	SHOP MAINTENANCE	AIR FILTERS FOR FORKLIFT	48.38
		530-343-00	TRUCK MAINTENANCE	ANTIFREEZE	542.59
		530-343-00	TRUCK MAINTENANCE	HYD COUPLINGS	19.67
		530-341-00	SHOP MAINTENANCE	GREASE	49.90
	HOLTZ INDUSTRIES INC	530-343-00	TRUCK MAINTENANCE	FREIGHT FOR PTO YOKE R-3	30.12
	HARBOR FREIGHT TOOLS	530-561-00	DUMPSTERS (NEW)	PCRD-DUMPSTER CASTORS	79.96
	LOWES BUSINESS ACCOUNTS	530-341-00	SHOP MAINTENANCE	PLUMBING SUPPLIES	101.43
		530-999-00	COLLECTION MISCELLAN	NTRL FENCE RFR SMITHFIELD	199.86
		530-106-00	WASTE EMPLOYEE RETIR	WV RETIREMENT CONTRIBUTION	1,489.20
		530-106-00	WASTE EMPLOYEE RETIR	WV RETIREMENT CONTRIBUTION	1,422.49
		530-106-00	WASTE EMPLOYEE RETIR	WV RETIREMENT CONTRIBUTION	1,561.67
		530-106-00	WASTE EMPLOYEE RETIR	WV RETIRE TIER2 CONTRIBUTI	1,105.50
		530-106-00	WASTE EMPLOYEE RETIR	WV RETIRE TIER2 CONTRIBUTI	1,086.09
		530-106-00	WASTE EMPLOYEE RETIR	WV RETIRE TIER2 CONTRIBUTI	963.70
	DISBURSEMENTS ACCOUNT-ALL DE	530-105-00	WASTE EMPLOYEE INSUR	M WARE HSA	1,000.00
	ENTERPRISE FM TRUST	530-459-00	WASTE COLL. NEW EQUI	25XTJN 2022 2500 DODGE RAM	969.95
		530-459-00	WASTE COLL. NEW EQUI	25PQXL 2022 CHEVY EQUINOX	641.68
		530-459-00	WASTE COLL. NEW EQUI	25QBXR 2022 RAM 1500	433.57
		530-459-00	WASTE COLL. NEW EQUI	25QBZM 2022 RAM 1500	439.56
		530-459-00	WASTE COLL. NEW EQUI	22RKXV 2018 FORD F-150	63.34
		530-459-00	WASTE COLL. NEW EQUI	22WCPJ 2019 RAM 1500	120.41
	RELIABLE TIRE COMPANY	530-343-00	TRUCK MAINTENANCE	TIRES	3,911.00
	WALMART STORES INC -BUCKHANN	530-999-00	COLLECTION MISCELLAN	CLEANING SPPLS CITY HALL	31.92
	INTERNAL REVENUE SERVICE	530-104-00	WASTE COLL. F.I.C.A.	FICA WITHHELD AND MATCHED	1,779.57
		530-104-00	WASTE COLL. F.I.C.A.	FICA WITHHELD AND MATCHED	1,720.23
		530-104-00	WASTE COLL. F.I.C.A.	FICA WITHHELD AND MATCHED	1,744.32
		530-104-00	WASTE COLL. F.I.C.A.	MEDICARE WITHHELD & MATCHE	416.19
		530-104-00	WASTE COLL. F.I.C.A.	MEDICARE WITHHELD & MATCHE	402.32
		530-104-00	WASTE COLL. F.I.C.A.	MEDICARE WITHHELD & MATCHE	407.96
	AMAZON.COM	530-341-00	SHOP MAINTENANCE	PCRD-CUTOFF WHL SCREWDRI	109.51
		530-999-00	COLLECTION MISCELLAN	PCRD-2 GALLON TRK BED LINE	246.05
		530-999-00	COLLECTION MISCELLAN	PCRD-BADGY ID CARD PRINTER	116.50
		530-999-00	COLLECTION MISCELLAN	PCRD-FILE FOLDERS INK BIN	188.90
	FASTENAL INDUSTRIAL	530-341-00	SHOP MAINTENANCE	DRILL BITS	43.90
	FLEET HOSTER LLC	530-343-00	TRUCK MAINTENANCE	PCRD-CAMERA SERVICE	20.00
	AT&T MOBILITY	530-213-00	WASTE COLL. UTILITIE	PCRD-AUG CELL PHN & GEOTAB	245.43
	ROZELLE ENTERPRISES DBA TRAD	530-999-00	COLLECTION MISCELLAN	VFW REPAIRS	505.00
	WORLD FUEL SERVICES, INC.	530-343-01	GAS & OIL EXPENSE 1,	WASTE FUEL BILL AUG 2023	10,025.74
		530-343-01	GAS & OIL EXPENSE 1,	275 GALLONS OF DEF	607.75
	U S BANK	530-999-00	COLLECTION MISCELLAN	BRIAN WILLIAMS REIMB PCARD	173.65
	NOVA RUBBER COMPANY	530-343-00	TRUCK MAINTENANCE	SERVICE CHARGE ON INV 3877	3.24
	FRONTIER	530-213-00	WASTE COLL. UTILITIE	472-1651-101515-4 CITY HAL	72.88
		530-213-00	WASTE COLL. UTILITIE	472-4443-101915-4 WASTE	76.62
		530-213-00	WASTE COLL. UTILITIE	304-003-2273-060600-4	24.18
	CUMMINS SALES & SERVICE FAIR	530-343-00	TRUCK MAINTENANCE	SCAN TOOL UPDATE	770.00
		530-341-00	SHOP MAINTENANCE	QUICKSERVE ONLINE KIT	750.00
	TRAVELERS INSURANCE	530-226-00	COMP, UNEMPL & INSUR	INS PREMIUM 4/1/23-4/1/24	1,184.02

FUND: WASTE COLLECTION

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	**PAYROLL EXPENSES			9/01/2023 - 9/30/2023	84,762.52
				TOTAL:	141,471.97
RECYCLING DEPARTMENT	MON POWER	531-213-00	UTILITIES	110088931701 RECYCLING CEN	412.40
	MOUNTAIN STATE EQUIPMENT SER	531-343-02	EQUIPMENT MAINTENANC	PCRD-SERVICE WORK ON OIL	550.00
	ENCOVA INSURANCE	531-226-00	INSURANCE & BONDS	WCN6007140 8/2/23-9/4/2023	350.63
	WV PUBLIC EMPLOYEES INSURANC	531-105-00	GROUP INSURANCE	WASTE SEPT 2023 HEALTH INS	1,609.94
	WESTFIELD INSURANCE	531-226-00	INSURANCE & BONDS	4-1-23 TO 4-1-24 QTRLY PYM	203.57
	BRECHBUHLER SCALES INC	531-343-02	EQUIPMENT MAINTENANC	SCALE INSPECTION RECYCLIN	923.76
	WV PUBLIC EMPLOYEES RETIREME	531-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	336.64
		531-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	340.99
		531-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	336.64
	THE SIGN GUY LLC	531-343-00	TRUCK MAINTENANCE	REAP DECAL R-22 HOOKLIFT	10.00
	INTERNAL REVENUE SERVICE	531-104-00	FICA TAX	FICA WITHHELD AND MATCHED	230.36
		531-104-00	FICA TAX	FICA WITHHELD AND MATCHED	233.35
		531-104-00	FICA TAX	FICA WITHHELD AND MATCHED	232.77
		531-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	53.88
		531-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	54.58
		531-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	54.45
	PEOPLES NATURAL GAS	531-213-00	UTILITIES	200008184083 RECYCLE CENTE	12.50
	AMAZON.COM	531-399-00	MISCELLANEOUS	PCRD-INK CARTRIDGES	77.85
	AT&T MOBILITY	531-213-00	UTILITIES	PCRD-AUG CELL PHN & GEOTAB	51.80
	WORLD FUEL SERVICES, INC.	531-343-01	FUEL - RECYCLING CEN	WASTE FUEL BILL AUG 2023	897.78
	SOUTH END GLASS	531-343-00	TRUCK MAINTENANCE	REAR WINDOW REPAIR	290.00
	FREEDOM AG & ENGERY COOPERAT	531-343-01	FUEL - RECYCLING CEN	PROPANE	111.64
	**PAYROLL EXPENSES			9/01/2023 - 9/30/2023	11,269.53
				TOTAL:	18,645.06
LANDFILL	BUCKHANNON UTIL BOARDS	532-216-01	TREATMENT OF LEACHAT	SEP 2023 MUDLICK LEACHATE	1,988.64
	HARRISON RURAL ELECTRIC	532-216-01	TREATMENT OF LEACHAT	SEP 2023 LANDFILL ELECTRIC	207.21
				TOTAL:	2,195.85
TRANSFER STATION	MON POWER	533-213-00	UTILITIES	110088931610 MUD LICK RD	206.84
	UNIFIRST CORP.	533-345-00	UNIFORMS	ALL DEPT UNIFORMS AUGUST 2	191.95
	COLE TRUCK PARTS INC	533-343-02	MAINTENANCE TRUCK/TR	HUB CAPS AND SEALS	130.19
		533-343-02	MAINTENANCE TRUCK/TR	HUB CAPS AND SEALS	35.88
	VALLEY STEEL SERVICE	533-343-02	MAINTENANCE TRUCK/TR	STEEL TUBE- TRAILER 1	79.77
	ENCOVA INSURANCE	533-226-00	INSURANCE & BONDS	WCN6007140 8/2/23-9/4/2023	310.44
	WV PUBLIC EMPLOYEES INSURANC	533-105-00	GROUP INSURANCE	WASTE SEPT 2023 HEALTH INS	803.98
	NAPA-AMTOWER AUTO SUPPLY	533-343-02	MAINTENANCE TRUCK/TR	FILTERS R-11 & R-19	449.98
	JERRY W RICE	533-460-00	TIPPING FEES	37 UNITS FREON REMOVAL	925.00
	WESTFIELD INSURANCE	533-226-00	INSURANCE & BONDS	4-1-23 TO 4-1-24 QTRLY PYM	211.33
	BRECHBUHLER SCALES INC	533-343-00	EQUIPMENT MAINTENANC	SCALE INSPECTION	850.80
	WV PUBLIC EMPLOYEES RETIREME	533-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	216.44
		533-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	219.34
		533-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	210.63
	CITIZENS BANK OF WV	533-459-00	NEW EQUIPMENT	WAS RD TRACTOR OCT 2023	2,304.61
		533-459-00	NEW EQUIPMENT	WAS OCT 2023 CLOSED TOP TR	1,120.97
	RELIABLE TIRE COMPANY	533-343-02	MAINTENANCE TRUCK/TR	TIRES	2,440.00
	INTERNAL REVENUE SERVICE	533-104-00	FICA TAX	FICA WITHHELD AND MATCHED	147.88
		533-104-00	FICA TAX	FICA WITHHELD AND MATCHED	149.88
		533-104-00	FICA TAX	FICA WITHHELD AND MATCHED	145.76
		533-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	34.59
		533-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	35.06

FUND: WASTE COLLECTION

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
		533-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	34.09
	PEOPLES NATURAL GAS	533-213-00	UTILITIES	200008184349 WASTE COLL	12.50
	TIRE AND RUBBER INC	533-460-00	TIPPING FEES	AUG 2023 TIRE DISPOSAL FEE	390.00
	WM CORPORATE SERVICES, INC.	533-460-00	TIPPING FEES	AUG 2023 TIPPING FEES	60,399.68
		533-460-00	TIPPING FEES	C&D TIPPING FEES 8/16-8/31	9,616.50
		533-460-00	TIPPING FEES	CD TIPPING FEES 9/1-9/15/2	11,485.85
	NEWLONS INTERNATIONAL SALES	533-343-02	MAINTENANCE TRUCK/TR	CLUTCH PEDAL R-19	2,025.37
	AT&T MOBILITY	533-213-00	UTILITIES	PCRD-AUG CELL PHN & GEOTAB	38.85
	WORLD FUEL SERVICES, INC.	533-343-01	FUEL/OIL TRANSFER ST	WASTE FUEL BILL AUG 2023	8,407.38
	FRONTIER	533-213-00	UTILITIES	472-4443-101915-4 WASTE	76.62
	TRAVELERS INSURANCE	533-226-00	INSURANCE & BONDS	INS PREMIUM 4/1/23-4/1/24	1,184.03
	**PAYROLL EXPENSES			9/01/2023 - 9/30/2023	7,182.53
				TOTAL:	112,074.72
WASTE OFFICE/BOARD	RALSTON PRESS INC	534-999-00	GEM & ADM MISC BILLI	WINDOW ENVELOPES	115.69
	ENCOVA INSURANCE	534-226-00	INSURANCE & BONDS	WCN6007140 8/2/23-9/4/2023	3.40
		534-226-00	INSURANCE & BONDS	WCN6007140 8/2/23-9/4/2023	22.55
		534-226-00	INSURANCE & BONDS	WCN6007140 8/2/23-9/4/2023	45.41
	WV PUBLIC EMPLOYEES INSURANC	534-105-00	GROUP INSURANCE	WASTE SEPT 2023 HEALTH INS	526.58
	HART OFFICE SOLUTIONS INC	534-999-00	GEM & ADM MISC BILLI	CITY HALL COPIER OVERAGE 9	12.03
	WESTFIELD INSURANCE	534-226-00	INSURANCE & BONDS	4-1-23 TO 4-1-24 QTRLY PYM	210.83
	LOWES BUSINESS ACCOUNTS	534-999-00	GEM & ADM MISC BILLI	PAINT ROLLER COVERS	7.12
	WV PUBLIC EMPLOYEES RETIREME	534-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	290.06
		534-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	304.19
		534-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	294.43
		534-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	243.86
		534-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	237.33
		534-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	259.96
	BUCKHANNON POSTMASTER	534-218-00	POSTAGE	PERMIT #10 POSTAGE	750.00
	PAYROLL ACCOUNT (ALL DEPTS)	534-999-00	GEM & ADM MISC BILLI	AUG 2023 AA FEES	280.09
	THOMAS J O'NEILL	534-223-00	PROFESSIONAL SERVICE	CONTRACT ATTORNEY OCT 2023	1,250.00
	COLLECTION ACCOUNT	534-999-00	GEM & ADM MISC BILLI	AUG 2023 CC FEES	2,163.24
	TOSHIBA FINANCIAL SERVICES	534-999-00	GEM & ADM MISC BILLI	SEP 2023 COPIER LEASE CITY	155.52
	WASTE COLLECTION BOARD	534-999-00	GEM & ADM MISC BILLI	JULY 2023 LOC FEES	276.37
	WALMART STORES INC -BUCKHANN	534-999-00	GEM & ADM MISC BILLI	CLEANING SPPLS CITY HALL	37.64
	DELUX BUSINESS FORMS	534-999-00	GEM & ADM MISC BILLI	PCRD-STAMP FOR COLLECTION	21.91
	INTERNAL REVENUE SERVICE	534-104-00	FICA TAX	FICA WITHHELD AND MATCHED	367.57
		534-104-00	FICA TAX	FICA WITHHELD AND MATCHED	372.78
		534-104-00	FICA TAX	FICA WITHHELD AND MATCHED	459.52
		534-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	85.98
		534-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	87.19
		534-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	107.48
	AMAZON.COM	534-999-00	GEM & ADM MISC BILLI	PCRD-FLASH DRIVES STICKER	33.12
		534-999-00	GEM & ADM MISC BILLI	PCRD-STORAGE BOXES	18.06
	KOMAX LLC	534-218-00	POSTAGE	INK CARTRIDGE POSTAGE MACH	40.76
	U.S. POSTAL SERVICE (CMRS-FP	534-218-00	POSTAGE	SEPTEMBER 2023 POSTAGE	250.00
	FP FINANCE PROGRAM	534-218-00	POSTAGE	SEP 2023 MAILER & INSTR &	134.87
	OPTIMUM B2B, DEPT. 1264	534-999-00	GEM & ADM MISC BILLI	SEP 2023 CITY HALL INTERNE	214.63
	TYLER TECHNOLOGIES INC	534-999-00	GEM & ADM MISC BILLI	2023-24 RCT PRINTER MAINT	108.78
	ROSSMAN & CO/PCB CORP	534-999-00	GEM & ADM MISC BILLI	AUG 2023 UTILITY COLLECTIO	48.53
	OLIVIA HAMNER	534-105-00	GROUP INSURANCE	REIMB DENTAL/EYE OVERPYMT	16.92
	TRAVELERS INSURANCE	534-226-00	INSURANCE & BONDS	INS PREMIUM 4/1/23-4/1/24	1,184.03

FUND: WASTE COLLECTION

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	**PAYROLL EXPENSES			9/01/2023 - 9/30/2023	19,353.60
				TOTAL:	30,392.03





**D.3 Waste Collection Report**

Mr. Arnold also reported that he had refurbished the small garbage tractor and he is working on bid specifications for some additional equipment. He provided a report on the recent Make it Shine Events: 171 total participants with 30 doing 2 loads. We collected 36 to 38 tons. It is recommended that next year we do only one day. He also addressed a personnel issue. He reminded us about the upcoming Tire Amnesty Day scheduled for October 21, 2023.

**E. Correspondence and Information** – The Mayor reviewed the following item with the Board:  
**E.1** – None

**F. Consent Agenda**

**F.1 Approval of Minutes: 09/07/23** – Mayor Skinner asked for any necessary corrections or additions to these minutes or a motion to approve them as presented.

**Motion to approve the Minutes of 09/07/23 as presented was made by Rylands/Randall. Motion carried.**

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

**G.1 Multitude Foods Disputing a Charge- Request Account Adjustment** – Mayor Skinner recognized Amby Jenkins who provided an overview of the refund request equal to the balance of the account which is \$116.63. Mrs. Jenkins prepared a response explaining that there was no justification for the refund citing the facts as we know them. She recommended the Board deny the request.

Russ Bailey, President  
Multitude Foods LLC  
russ@ multitudefoods.com  
Re: acct 600322500 - 100 Wendling Plaza  
Mr. Bailey:

Per your request of September 15, 2023 to credit your waste account for the month of July 2023. This matter was referred to our Waste Collection Board meeting for consideration.

We reviewed our waste collection driver’s sheets and waste was picked up from the dumpster the first three weeks of July 2023. An equivalent of 12 bags was picked up the 1<sup>st</sup> week, 20 bags the second week and 10 bags the third week. The dumpster was removed before the last week of billing.

We do not have any records that you requested termination of this service prior to these service pick-ups.

If you any information that show proof of terminating the service, please send this to me and the request can be reconsidered, otherwise the balance on the account is \$116.63.

Respectfully,

Amberle Jenkins  
Director of Finance and Administration  
City of Buckhannon

**Motion to approve the response denying the request as presented by Amberle Jenkins and for it to be sent the customer was made by Randall/Rylands. Motion carried.**

**H. Board Members Comments and Announcements**

- **CJ Rylands:** Nothing further.
- **Scott Randall:** Mr. Randall announced that he and his wife recently had a baby boy named Jack Randall.
- **Randy Sanders:** Nothing further.
- **Amberle Jenkins:** Nothing further.
- **Jerry Arnold:** Nothing further.
- **Jay Hollen:** Nothing further.
- **Mayor Skinner:** Nothing further.

**I. Adjournment**

**Motion to adjoin at 7:47 AM was made by Rylands.**

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

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