

**STATE OF WEST VIRGINIA, COUNTY OF UPSHUR, CITY OF BUCKHANNON, TO WIT:**

A regular Buckhannon Waste Collection Board meeting was held on Thursday, February 01, 2024, 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	Absent
Scott Randall	Board Member	Present
Jay Hollen	City Engineer	Present - GTM
Jerry Arnold	Director of Public Works	Present
Dakota Arnold	Waste Department	Present
Amberle Jenkins	Assistant Recorder/Director of Finance	Present
Barbara Hinkle	Mayor's Office	Present
Monica Zalaznik	My Buckhannon	Absent

*City of Buckhannon Waste Collection Board 7:30 a.m., at City Hall in Council Chambers  
Meeting Agenda for Thursday, February 01, 2024*

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- 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 January 2024
- D. Department Report**
  - D.1 Recycling Center Report
  - D.2 Transfer Station Report
  - D.3 Waste Collection Report
- E. Correspondence and Information**
  - E.1 Tariff MF-P.S.C. WV No. 8 - PSC WV –Inflation Index Increase Effect February 1, 2024 GO #64.6
  - E.2 2nd Half 2023 DMR
- F. Consent Agenda**
  - F.1 Approval of Minutes: 01/04/24
- G. Strategic Issues for Discussion and/or Vote**
  - G.1 Approval Employee Wage Increase Office Clerk Olivia Hamner
  - G.2 Approval to Request Advertisement for Bids –Purchase of (2) Two Garbage Trucks
  - G.3 Approval Waste Collection Board Budget Revision FY 23/24
  - G.4 Discussion/Possible Vote Internal Policy Change regarding Hook Lift, Bin Rental, and Pull Rates
- H. Board Members' Comments and Announcements**
- I. Adjournment**

Posted 01/26/2024

**A. Call to Order:** Mayor Robbie Skinner called the meeting to order, followed by a moment of silence and the pledge to the flag.

**B. Recognized Guests:** None

**C. Financial Report**

**C.1 January 2024** – Amby Jenkins presented and explained the following information:

**WASTE BOARD  
CITY OF BUCKHANNON  
BALANCE SHEET**

**Balance January 31, 2024**

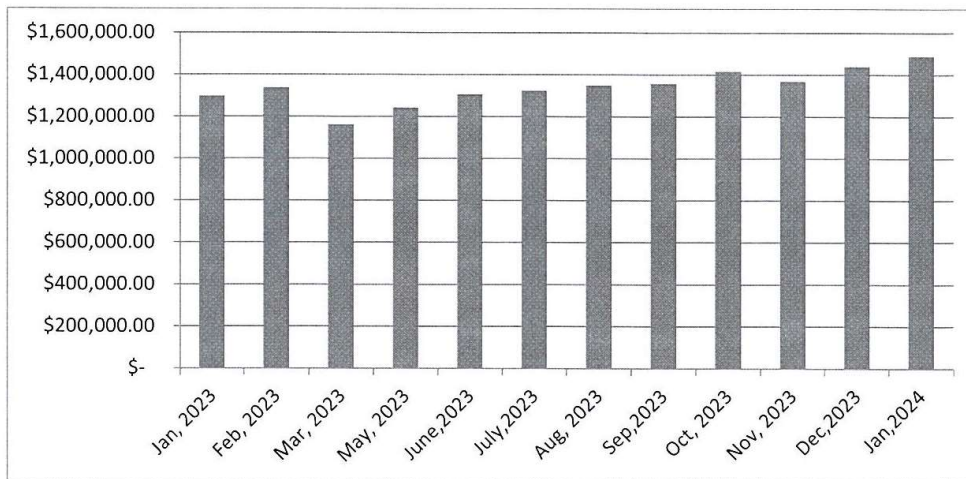
**Money Market & Checking \$1,489,598.54**

**CD Citizens Bank 4.5% (renew Dec 2024) \$ 80,918.58**

**CDAR (renew April 2024) \$ 27,827.45**

**CD (open Mar 2023 4% renew June 2024) \$ 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**

1-31-2024 01:41 PM

CITY OF BUCKHANNON  
REVENUE & EXPENSE REPORT (UNAUDITED)  
AS OF: JANUARY 31ST, 2024

PAGE: 3

404-WASTE COLLECTION

% OF YEAR COMPLETED: 58.33

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<b>TAXES</b>						
404-303-002-00 RECYCLE-ALUMINUM	1,500	0.00	1,306.56	0.00	193.44	87.10
404-303-003-00 RECYCLE-OCC-CARDBOARD	3,000	2,062.45	12,277.85	0.00	(9,277.85)	409.26
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-ONP-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	8,394.70	61,003.21	0.00	23,996.79	71.77
<b>TOTAL TAXES</b>	<b>95,000</b>	<b>10,457.15</b>	<b>75,884.22</b>	<b>0.00</b>	<b>19,115.78</b>	<b>79.88</b>
<b>OTHER FEES</b>						
404-341-000-00 FUEL SURCHARGE	120,000	16,444.42	118,560.69	0.00	1,439.31	98.80
<b>TOTAL OTHER FEES</b>	<b>120,000</b>	<b>16,444.42</b>	<b>118,560.69</b>	<b>0.00</b>	<b>1,439.31</b>	<b>98.80</b>
<b>UTILITY BILLINGS</b>						
404-350-000-00 WASTE COLLECTION BILLINGS	2,534,000	237,016.52	1,736,660.83	0.00	797,339.17	68.53
<b>TOTAL UTILITY BILLINGS</b>	<b>2,534,000</b>	<b>237,016.52</b>	<b>1,736,660.83</b>	<b>0.00</b>	<b>797,339.17</b>	<b>68.53</b>
<b>HEALTH AND SAFETY</b>						
404-355-000-00 TRANSFER ST/LANDFILL RECE	310,000	24,677.00	240,702.00	0.00	69,298.00	77.65
<b>TOTAL HEALTH AND SAFETY</b>	<b>310,000</b>	<b>24,677.00</b>	<b>240,702.00</b>	<b>0.00</b>	<b>69,298.00</b>	<b>77.65</b>
<b>GRANTS</b>						
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	1,800.00	2,700.00	0.00	(2,700.00)	0.00
<b>TOTAL GRANTS</b>	<b>0</b>	<b>1,800.00</b>	<b>2,700.00</b>	<b>0.00</b>	<b>(2,700.00)</b>	<b>0.00</b>
<b>INTRAFUND CONTR/CHARGES</b>						
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	100.00	0.00	100.00	50.00
<b>TOTAL INTRAFUND CONTR/CHARGES</b>	<b>200</b>	<b>0.00</b>	<b>100.00</b>	<b>0.00</b>	<b>100.00</b>	<b>50.00</b>
<b>OTHER REVENUE</b>						
404-380-000-00 INTEREST	200	0.00	186.15	0.00	13.85	93.08
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	3,403.74	87,545.98	0.00	(57,545.98)	291.82
404-399-000-02 GAIN ON DISPOSAL OF ASSET	0	0.00	0.00	0.00	0.00	0.00
<b>TOTAL OTHER REVENUE</b>	<b>30,800</b>	<b>3,403.74</b>	<b>87,732.13</b>	<b>0.00</b>	<b>(56,932.13)</b>	<b>284.84</b>
<b>TOTAL REVENUE</b>	<b>3,090,000</b>	<b>293,798.83</b>	<b>2,262,339.87</b>	<b>0.00</b>	<b>827,660.13</b>	<b>73.21</b>

404-WASTE COLLECTION

% OF YEAR COMPLETED: 58.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<b>WASTE DEPARTMENT</b>						
<b>SALARIES &amp; BENEFITS</b>						
404-530-103-00 WASTE EMPLOYEES SALARIES	818,000	59,826.80	448,315.90	0.00	369,684.10	54.81
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	4,557.21	34,164.98	0.00	28,835.02	54.23
404-530-105-00 WASTE EMPLOYEE INSURANCE	160,000	11,006.39	106,742.73	0.00	53,257.27	66.71
404-530-106-00 WASTE EMPLOYEE RETIREMENT	73,000	5,364.77	40,035.06	0.00	32,964.94	54.84
TOTAL SALARIES & BENEFITS	1,114,000	80,755.17	629,258.67	0.00	484,741.33	56.49
<b>CONTRACTUAL SERVICES</b>						
404-530-213-00 WASTE COLL. UTILITIES	18,000	546.98	3,858.86	0.00	14,141.14	21.44
404-530-226-00 COMP, UNEMPL & INSURANCE	58,000	1,618.95	22,693.64	0.00	35,306.36	39.13
TOTAL CONTRACTUAL SERVICES	76,000	2,165.93	26,552.50	0.00	49,447.50	34.94
<b>COMMODITIES</b>						
404-530-341-00 SHOP MAINTENANCE	41,000	3,513.29	23,324.42	0.00	17,675.58	56.89
404-530-341-05 SAFETY EQUIPMENT	10,000	1,426.85	7,453.12	0.00	2,546.88	74.53
404-530-343-00 TRUCK MAINTENANCE	90,000	10,094.55	57,439.78	0.00	32,560.22	63.82
404-530-343-01 GAS & OIL EXPENSE 1,2,3,4	120,000	7,872.55	65,828.70	0.00	54,171.30	54.86
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	672.30	2,812.79	0.00	11,187.21	20.09
TOTAL COMMODITIES	277,200	23,579.54	156,858.81	0.00	120,341.19	56.59
<b>CAPITAL OUTLAY</b>						
404-530-459-00 WASTE COLL. NEW EQUIPMENT	121,416	2,148.82	24,035.00	0.00	97,381.00	19.80
404-530-459-01 TOTER SYSTEM	10,000	0.00	0.00	0.00	10,000.00	0.00
TOTAL CAPITAL OUTLAY	131,416	2,148.82	24,035.00	0.00	107,381.00	18.29
<b>CONTRIBUTIONS</b>						
404-530-561-00 DUMPSTERS (NEW)	30,000	0.00	1,763.95	0.00	28,236.05	5.88
TOTAL CONTRIBUTIONS	30,000	0.00	1,763.95	0.00	28,236.05	5.88
<b>NON-OPERATING EXPENSES</b>						
404-530-999-00 COLLECTION MISCELLANEOUS	16,000	244.90	7,236.08	110.40	8,653.52	45.92
TOTAL NON-OPERATING EXPENSES	16,000	244.90	7,236.08	110.40	8,653.52	45.92
<b>TOTAL WASTE DEPARTMENT</b>	<b>1,644,616</b>	<b>108,894.36</b>	<b>845,705.01</b>	<b>110.40</b>	<b>798,800.59</b>	<b>51.43</b>

RECYCLING DEPARTMENT

<b>SALARIES &amp; BENEFITS</b>						
404-531-103-00 RECYCLING SALARIES	108,000	4,561.88	55,123.62	0.00	52,876.38	51.04
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	347.97	4,195.57	0.00	4,104.43	50.55

404-WASTE COLLECTION

% OF YEAR COMPLETED: 58.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
404-531-105-00 GROUP INSURANCE	27,000	1,619.69	15,836.55	0.00	11,163.45	58.65
404-531-106-00 GROUP RETIREMENT	9,720	410.57	4,917.57	0.00	4,802.43	50.59
TOTAL SALARIES & BENEFITS	153,020	6,940.11	80,073.31	0.00	72,946.69	52.33
<b>CONTRACTUAL SERVICES</b>						
404-531-213-00 UTILITIES	6,800	649.00	3,482.60	0.00	3,317.40	51.21
404-531-226-00 INSURANCE & BONDS	6,500	1,604.42	12,242.83	0.00	( 5,742.83)	188.35
TOTAL CONTRACTUAL SERVICES	13,300	2,253.42	15,725.43	0.00	( 2,425.43)	118.24
<b>COMMODITIES</b>						
404-531-343-00 TRUCK MAINTENANCE	14,000	39.99	411.59	0.00	13,588.41	2.94
404-531-343-01 FUEL - RECYCLING CENTER	12,000	688.80	4,173.72	0.00	7,826.28	34.78
404-531-343-02 EQUIPMENT MAINTENANCE	12,000	2,277.14	6,546.07	0.00	5,453.93	54.55
404-531-399-00 MISCELLANEOUS	5,400	0.00	2,311.47	0.00	3,088.53	42.81
TOTAL COMMODITIES	43,400	3,005.93	13,442.85	0.00	29,957.15	30.97
<b>CAPITAL OUTLAY</b>						
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
<b>TOTAL RECYCLING DEPARTMENT</b>	<b>234,720</b>	<b>12,199.46</b>	<b>109,241.59</b>	<b>0.00</b>	<b>125,478.41</b>	<b>46.54</b>
<b>LANDFILL</b>						
<b>CONTRACTUAL SERVICES</b>						
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	1,637.19	11,234.71	0.00	18,765.29	37.45
TOTAL CONTRACTUAL SERVICES	30,000	1,637.19	11,234.71	0.00	18,765.29	37.45
<b>CAPITAL OUTLAY</b>						
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
<b>CONTRIBUTIONS</b>						
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
<b>TOTAL LANDFILL</b>	<b>30,000</b>	<b>1,637.19</b>	<b>11,234.71</b>	<b>0.00</b>	<b>18,765.29</b>	<b>37.45</b>

TRANSFER STATION

<b>SALARIES &amp; BENEFITS</b>						
404-533-103-00 SALARIES TRANSFER STATION	70,000	4,831.34	36,342.62	0.00	33,657.38	51.92
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	366.59	2,759.88	0.00	2,640.12	51.11
404-533-105-00 GROUP INSURANCE	14,000	807.23	8,049.33	0.00	5,950.67	57.50

404-WASTE COLLECTION

% OF YEAR COMPLETED: 58.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
404-533-106-00 GROUP RETIREMENT	6,300	434.81	3,270.73	0.00	3,029.27	51.92
TOTAL SALARIES & BENEFITS	95,700	6,439.97	50,422.56	0.00	45,277.44	52.69
<b>CONTRACTUAL SERVICES</b>						
404-533-213-00 UTILITIES	9,000	1,338.67	3,830.64	0.00	5,169.36	42.56
404-533-216-00 DRAINAGE EXPENSE TRANSFER	4,000	128.00	1,078.00	0.00	2,922.00	26.95
404-533-226-00 INSURANCE & BONDS	20,000	1,604.42	20,570.62	0.00	(570.62)	102.85
TOTAL CONTRACTUAL SERVICES	33,000	3,071.09	25,479.26	0.00	7,520.74	77.21
<b>COMMODITIES</b>						
404-533-343-00 EQUIPMENT MAINTENANCE	40,000	1,325.52	16,143.73	0.00	23,856.27	40.36
404-533-343-01 FUEL/OIL TRANSFER STA. 7,	108,000	6,283.15	43,178.32	0.00	64,821.68	39.98
404-533-343-02 MAINTENANCE TRUCK/TRAILER	40,000	4,657.37	37,320.72	0.00	2,679.28	93.30
404-533-345-00 UNIFORMS	4,000	158.72	1,037.70	0.00	2,962.30	25.94
TOTAL COMMODITIES	192,000	12,424.76	97,680.47	0.00	94,319.53	50.88
<b>CAPITAL OUTLAY</b>						
404-533-459-00 NEW EQUIPMENT	101,112	26,119.97	154,690.45	0.00	(53,578.45)	152.99
404-533-460-00 TIPPING FEES	925,000	53,605.34	491,649.61	0.00	433,350.39	53.15
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	2,765.09	0.00	37,234.91	6.91
404-533-479-00 RECLASSIFY PAYMENTS	0	0.00	0.00	0.00	0.00	0.00
TOTAL CAPITAL OUTLAY	1,066,112	79,725.31	649,105.15	0.00	417,006.85	60.89
<b>NON-OPERATING EXPENSES</b>						
404-533-999-00 MISCELLANEOUS TRANSFER ST	5,300	204.21	1,841.46	0.00	3,458.54	34.74
TOTAL NON-OPERATING EXPENSES	5,300	204.21	1,841.46	0.00	3,458.54	34.74
TOTAL TRANSFER STATION	1,392,112	101,865.34	824,528.90	0.00	567,583.10	59.23
<b>WASTE OFFICE/BOARD</b>						
=====						
<b>SALARIES &amp; BENEFITS</b>						
404-534-101-00 WASTE BOARD OFFICERS SALA	12,000	1,000.00	7,000.00	0.00	5,000.00	58.33
404-534-103-00 CLERK, ATTORNEY, ENGINEER	173,000	12,618.14	96,522.81	0.00	76,477.19	55.79
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	1,041.19	7,915.78	0.00	5,384.22	59.52
404-534-105-00 GROUP INSURANCE	6,000	533.08	4,844.55	0.00	1,155.45	80.74
404-534-106-00 GROUP RETIREMENT	16,700	1,089.87	8,509.49	0.00	8,190.51	50.96
404-534-107-00 INT EXP EXCAVATOR LOAN	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	221,000	16,282.28	124,792.63	0.00	96,207.37	56.47
<b>CONTRACTUAL SERVICES</b>						
404-534-218-00 POSTAGE	14,000	3,842.69	14,728.85	0.00	(728.85)	105.21
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	3,207.25	17,813.00	0.00	7,187.00	71.25

404-WASTE COLLECTION

% OF YEAR COMPLETED: 58.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
404-534-226-00 INSURANCE & BONDS	0	5.41	9,136.73	0.00	(9,136.73)	0.00
TOTAL CONTRACTUAL SERVICES	49,000	7,055.35	41,678.58	0.00	7,321.42	85.06
<b>COMMODITIES</b>						
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
<b>CAPITAL OUTLAY</b>						
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
<b>NON-OPERATING EXPENSES</b>						
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	9,075.40	56,659.33	121.00	3,219.67	94.63
TOTAL NON-OPERATING EXPENSES	60,000	9,075.40	56,659.33	121.00	3,219.67	94.63
TOTAL WASTE OFFICE/BOARD	375,000	32,413.03	236,602.13	121.00	138,276.87	63.13
<b>BAD DEBT</b>						
=====						
<b>NON-OPERATING EXPENSES</b>						
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	257,009.38	2,027,312.34	231.40	1,648,904.26	55.15
REVENUE OVER/(UNDER) EXPENDITURES	(586,448)	36,789.45	235,027.53	(231.40)	(821,244.13)	40.04-

Waste January 2024 Payment of Bills

**\$6,836.40**– QUALITY HYDRAULICS INC- SWEEP CYLINDER R-2, CARRIER CYLINDERS R-3&R-8

**\$3,288.00** – RELIABLE TIRE CO – TIRES

**\$53,107.34** – WM CORPORATE SERVICES – DEC TIPPING FEES

**\$24,999.00** – OPEN RANGE RESOURCES LLC – 2003 VOLVO ROAD TRACTOR

01-31-2024 01:45 PM

DISBURSEMENTS 01-01-24 to 01-31-24

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FUND: WASTE COLLECTION

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
WASTE DEPARTMENT	MPL CORPORATION	530-999-00	COLLECTION MISCELLAN	JAN 2024 TOWER NTWK ACCESS	100.00
	MON POWER	530-213-00	WASTE COLL. UTILITIE	110088931545 WASTE GARAGE	121.80
	UNIFIRST CORP.	530-341-00	SHOP MAINTENANCE	DEC 2023 ALL DEPT UNIFORMS	720.61
	ENCOVA INSURANCE	530-226-00	COMP, UNEMPL & INSUR	WCN6007140 12/4/23-1/1/202	1,604.42
	AIRGAS USA, LLC	530-341-00	SHOP MAINTENANCE	CYLINDER LEASE	109.00
		530-341-00	SHOP MAINTENANCE	TANK REFILLS	171.60
	WV PUBLIC EMPLOYEES INSURANC	530-105-00	WASTE EMPLOYEE INSUR	WASTE JAN 2024 HEALTH INS	10,957.64
	QUALITY HYDRAULICS INC	530-343-00	TRUCK MAINTENANCE	SWEEP CYLINDER R-2	2,278.80
		530-343-00	TRUCK MAINTENANCE	CARRIER CYLINDER R-3	2,278.80
		530-343-00	TRUCK MAINTENANCE	CARRIER CYLINDER R-8	2,278.80
	NAPA-AMTOWER AUTO SUPPLY	530-343-00	TRUCK MAINTENANCE	FITTINGS	78.66
		530-343-00	TRUCK MAINTENANCE	HEADLIGHT BULBS	84.08
		530-343-00	TRUCK MAINTENANCE	DPF PROTECT	19.98
		530-343-00	TRUCK MAINTENANCE	FILTERS	188.50
		530-343-00	TRUCK MAINTENANCE	FUEL FILTERS	37.41
		530-343-00	TRUCK MAINTENANCE	FILTERS	669.58
		530-341-00	SHOP MAINTENANCE	AIRCHUCK GAUGE SN/BRUSH	97.10
	HARBOR FREIGHT TOOLS	530-343-00	TRUCK MAINTENANCE	PCRD-SHACKLES	9.98
		530-341-00	SHOP MAINTENANCE	PCRD-CARTRIDGE RESPIRATOR	47.98
	LOWES BUSINESS ACCOUNTS	530-341-00	SHOP MAINTENANCE	MATERIALS FOR WAS RESTROO	120.03
		530-341-00	SHOP MAINTENANCE	MATERIALS FOR WAS RESTROO	136.62

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DISBURSEMENTS 01-01-24 to 01-31-24

PAGE: 21

FUND: WASTE COLLECTION

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT	
WASTE DEPARTMENT	WV MUNICIPAL LEAGUE	530-226-00	COMP, UNEMPL & INSUR	WASTE 4TH QTR UNEMPLOYMENT	14.53	
	WV PUBLIC EMPLOYEES RETIREME	530-106-00	WASTE EMPLOYEE RETIR	WV RETIREMENT CONTRIBUTION	1,470.85	
		530-106-00	WASTE EMPLOYEE RETIR	WV RETIREMENT CONTRIBUTION	1,505.17	
		530-106-00	WASTE EMPLOYEE RETIR	WV RETIRE TIER2 CONTRIBUTI	1,072.72	
		530-106-00	WASTE EMPLOYEE RETIR	WV RETIRE TIER2 CONTRIBUTI	1,316.03	
	COMMUNITY CARE OF WV	530-999-00	COLLECTION MISCELLAN	PRE EMPLOYMENT PHYSICAL	75.00	
	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	305.74	
		530-459-00	WASTE COLL. NEW EQUI	25QBXR 2022 RAM 1500	433.57	
		530-459-00	WASTE COLL. NEW EQUI	25QB2M 2022 RAM 1500	439.56	
	JOHN BOGGESS dba VJG ASSOCIA	530-341-05	SAFETY EQUIPMENT	GLOVES AND RAINSUIT	290.89	
	TRACTOR SUPPLY CREDIT PLAN	530-341-00	SHOP MAINTENANCE	PCRD-RACHET STRAP 5 GAL JU	94.96	
	RELIABLE TIRE COMPANY	530-343-00	TRUCK MAINTENANCE	TIRES	2,088.00	
	WALMART STORES INC -BUCKHANN	530-341-00	SHOP MAINTENANCE	PCRD-PAPER TOWELS BATTERIE	203.94	
	BENNYS BOOT HILL	530-345-00	WASTE COLL. UNIFORMS	SAFETY BOOTS R WAUGAMAN	206.91	
		530-345-00	WASTE COLL. UNIFORMS	STEEL TOE BOOTS	206.91	
	INTERNAL REVENUE SERVICE	530-104-00	WASTE COLL. F.I.C.A.	FICA WITHHELD AND MATCHED	1,744.33	
		530-104-00	WASTE COLL. F.I.C.A.	FICA WITHHELD AND MATCHED	1,949.11	
		530-104-00	WASTE COLL. F.I.C.A.	MEDICARE WITHHELD & MATCHE	407.94	
		530-104-00	WASTE COLL. F.I.C.A.	MEDICARE WITHHELD & MATCHE	455.83	
	AMAZON.COM	530-341-05	SAFETY EQUIPMENT	PCRD-SAFETY BOOTS	179.95	
		530-341-05	SAFETY EQUIPMENT	PCRD-GEARWRENCH	25.21	
		530-341-00	SHOP MAINTENANCE	PCRD-EXTERIOR DOOR HANDLE	146.86	
		530-341-00	SHOP MAINTENANCE	PCRD-SAW BLADES BLUE PAINT	168.50	
		530-341-05	SAFETY EQUIPMENT	PCRD-HI-VISIBILITY HOODIES	930.80	
		530-341-00	SHOP MAINTENANCE	PCRD-CHAIN LINKS & CHAIN F	277.03	
		530-343-00	TRUCK MAINTENANCE	PCRD-RIVET NUTS	19.98	
		530-341-00	SHOP MAINTENANCE	PCRD-HIGH BAY LIGHTS FOR W	876.59	
		530-999-00	COLLECTION MISCELLAN	PCRD-2024 VACATION SCHEDUL	69.90	
		530-341-00	SHOP MAINTENANCE	PCRD-KEY LOCK BOX	139.99	
		530-343-00	TRUCK MAINTENANCE	PCRD-SANDBLASTING KIT	30.99	
		530-343-00	TRUCK MAINTENANCE	PCRD-SANDBLASTING KIT	30.99	
	PAYFLEX	530-105-00	WASTE EMPLOYEE INSUR	WASTE JAN 2024 HSA FEE	48.75	
	AT&T MOBILITY	530-213-00	WASTE COLL. UTILITIE	PCRD-CELL PHN & GEOTAB NOV	246.95	
	FREEDOM AG & ENGERY COOPERAT	530-345-00	WASTE COLL. UNIFORMS	H1BS M WARE & K CLICK	258.48	
	FRONTIER	530-213-00	WASTE COLL. UTILITIE	472-1651-101515-4 CITY HAL	75.06	
		530-213-00	WASTE COLL. UTILITIE	472-4443-101915-4 WASTE	78.99	
		530-213-00	WASTE COLL. UTILITIE	304-003-2273-060600-4	24.18	
	FLYERS ENERGY LLC	530-343-01	GAS & OIL EXPENSE 1,	DEC 2023 WASTE FUEL BILL	7,872.55	
	GATE HOUSE SUPPLIES	530-341-00	SHOP MAINTENANCE	PCRD-WIRELESS KEYPAD IDLER	202.48	
	**PAYROLL EXPENSES			1/01/2024 - 1/31/2024	59,826.80	
				TOTAL:	108,894.36	
	RECYCLING DEPARTMENT	MON POWER	531-213-00	UTILITIES	110088931701 RECYCLING CEN	481.24
		VALLEY STEEL SERVICE	531-343-02	EQUIPMENT MAINTENANC	STEEL	1,482.16
		ENCOVA INSURANCE	531-226-00	INSURANCE & BONDS	WCN6007140 12/4/23-1/1/202	1,604.42
		WV PUBLIC EMPLOYEES INSURANC	531-105-00	GROUP INSURANCE	WASTE JAN 2024 HEALTH INS	1,609.94
		WV PUBLIC EMPLOYEES RETIREME	531-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	207.13
			531-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	203.44
		TRACTOR SUPPLY CREDIT PLAN	531-343-00	TRUCK MAINTENANCE	PCRD-BUNG ADAPTER	39.99
			531-343-02	EQUIPMENT MAINTENANC	PCRD-12V FUEL PUMP	379.99
	INTERNAL REVENUE SERVICE	531-104-00	FICA TAX	FICA WITHHELD AND MATCHED	142.27	
		531-104-00	FICA TAX	FICA WITHHELD AND MATCHED	139.73	
		531-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	33.28	

FUND: WASTE COLLECTION

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
			FICA TAX	MEDICARE WITHHELD & MATCHE	32.69
	PEOPLES NATURAL GAS	531-213-00	UTILITIES	200008184083 RECYCLE CENTE	115.89
	AMAZON.COM	531-343-02	EQUIPMENT MAINTENANC	PCRD-OIL PUMP FOR RECYCLE	95.00
		531-343-02	EQUIPMENT MAINTENANC	PCRD-TRANSFER PUMP FOR FUE	319.99
	PAYFLEX	531-105-00	GROUP INSURANCE	WASTE JAN 2024 HSA FEE	9.75
	AT&T MOBILITY	531-213-00	UTILITIES	PCRD-CELL PHN & GEOTAB NOV	51.87
	FREEDOM AG & ENGERY COOPERAT	531-343-01	FUEL - RECYCLING CEN	PROPANE FOR FORKLIFTS	114.26
	FLYERS ENERGY LLC	531-343-01	FUEL - RECYCLING CEN	DEC 2023 WASTE FUEL BILL	574.54
	**PAYROLL EXPENSES			1/01/2024 - 1/31/2024	4,561.88
				TOTAL:	12,199.46
LANDFILL	BUCKHANNON UTIL BOARDS	532-216-01	TREATMENT OF LEACHAT	JAN 2024 MUDLICK LEACHATE	1,310.48
	STURM ENVIRONMENTAL SERVICES	532-216-01	TREATMENT OF LEACHAT	DECEMBER LAB SAMPLES	139.00
	HARRISON RURAL ELECTRIC	532-216-01	TREATMENT OF LEACHAT	JAN 2024 LANDFILL ELECTRIC	187.71
				TOTAL:	1,637.19
TRANSFER STATION	MON POWER	533-213-00	UTILITIES	110088931610 MUD LICK RD	405.76
	UNIFIRST CORP.	533-345-00	UNIFORMS	DEC 2023 ALL DEPT UNIFORMS	158.72
	COLE TRUCK PARTS INC	533-343-02	MAINTENANCE TRUCK/TR	HALF FENDERS R-19	866.71
		533-343-02	MAINTENANCE TRUCK/TR	STARTER FOR R-16	329.93
		533-343-02	MAINTENANCE TRUCK/TR	FIFTH WHEEL HITCH	1,561.04
	ENCOVA INSURANCE	533-226-00	INSURANCE & BONDS	WCN6007140 12/4/23-1/1/202	1,604.42
	WV PUBLIC EMPLOYEES INSURANC	533-105-00	GROUP INSURANCE	WASTE JAN 2024 HEALTH INS	803.98
	NAPA-AMTOWER AUTO SUPPLY	533-343-02	MAINTENANCE TRUCK/TR	FUEL FILTER R-16	17.90
		533-343-02	MAINTENANCE TRUCK/TR	FILTERS R-11 & R-19	396.71
		533-343-00	EQUIPMENT MAINTENANC	OIL FILTERS	9.13
	JERRY W RICE	533-460-00	TIPPING FEES	FREON EVAC	300.00
	STURM ENVIRONMENTAL SERVICES	533-216-00	DRAINAGE EXPENSE TRA	DECEMBER LAB SAMPLES	128.00
	LOWES BUSINESS ACCOUNTS	533-343-00	EQUIPMENT MAINTENANC	LUMBER T/S REPAIRS	159.27
		533-343-00	EQUIPMENT MAINTENANC	T/S REPAIR MATERIALS	1,131.54
		533-999-00	MISCELLANEOUS TRANSF	MATERIALS FOR WAS RESTROO	149.25
		533-999-00	MISCELLANEOUS TRANSF	125V 3 WIRE ORANGE	41.00
	WV PUBLIC EMPLOYEES RETIREME	533-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	214.50
		533-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	220.31
	CITIZENS BANK OF WV	533-459-00	NEW EQUIPMENT	WAS FEB 2024 CLOSED TOP TR	1,120.97
	RELIABLE TIRE COMPANY	533-343-02	MAINTENANCE TRUCK/TR	TIRES	1,200.00
	CRITES ELECTRICAL SUPPLY INC	533-343-00	EQUIPMENT MAINTENANC	ELECTRICAL BOXES	25.58
	INTERNAL REVENUE SERVICE	533-104-00	FICA TAX	FICA WITHHELD AND MATCHED	146.55
		533-104-00	FICA TAX	FICA WITHHELD AND MATCHED	150.55
		533-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	34.28
		533-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	35.21
	PEOPLES NATURAL GAS	533-213-00	UTILITIES	200008184349 WASTE COLL	815.08
	AMAZON.COM	533-999-00	MISCELLANEOUS TRANSF	PCRD-INK STAMP	13.96
	TIRE AND RUBBER INC	533-460-00	TIPPING FEES	DEC 2023 TIRE TIPPING FEES	198.00
	PAYFLEX	533-105-00	GROUP INSURANCE	WASTE JAN 2024 HSA FEE	3.25
	WM CORPORATE SERVICES, INC.	533-460-00	TIPPING FEES	DEC 2023 TIPPING FEES	48,653.03
		533-460-00	TIPPING FEES	C&D TIPPING FEES 12/16-12/	4,454.31
	NEWLONS INTERNATIONAL SALES	533-343-02	MAINTENANCE TRUCK/TR	OIL PRESSURE SENSOR R-16	285.08
	AT&T MOBILITY	533-213-00	UTILITIES	PCRD-CELL PHN & GEOTAB NOV	38.85
	FRONTIER	533-213-00	UTILITIES	472-4443-101915-4 WASTE	78.98
	FLYERS ENERGY LLC	533-343-01	FUEL/OIL TRANSFER ST	DEC 2023 WASTE FUEL BILL	6,283.15
	OPEN RANGE RESOURCES LLC	533-459-00	NEW EQUIPMENT	2003 VOLVO ROAD TRACTOR	24,999.00

FUND: WASTE COLLECTION

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	**PAYROLL EXPENSES			1/01/2024 - 1/31/2024	4,831.34
				TOTAL:	101,865.34
WASTE OFFICE/BOARD	RALSTON PRESS INC	534-999-00	GEM & ADM MISC BILLI	WINDOW ENVELOPES	296.26
		534-999-00	GEM & ADM MISC BILLI	WINDOW ENVELOPES	167.82
		534-999-00	GEM & ADM MISC BILLI	PURCHASE ORDERS	186.92
	LEAF	534-999-00	GEM & ADM MISC BILLI	JAN 2024 CITY HALL COPIER	155.50
		534-999-00	GEM & ADM MISC BILLI	LEAF	174.91
	ENCOVA INSURANCE	534-226-00	INSURANCE & BONDS	WCN6007140 12/4/23-1/1/202	5.41
	WV PUBLIC EMPLOYEES INSURANC	534-105-00	GROUP INSURANCE	WASTE JAN 2024 HEALTH INS	526.58
	WV PUBLIC EMPLOYEES RETIREME	534-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	290.26
		534-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	299.24
		534-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	226.37
		534-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	274.00
	BUCKHANNON POSTMASTER	534-218-00	POSTAGE	PERMIT #10 POSTAGE	750.00
		534-218-00	POSTAGE	FIRST CLASS PRESORT FEE	80.00
	PAYROLL ACCOUNT (ALL DEPTS)	534-999-00	GEM & ADM MISC BILLI	DEC 2023 AA FEES	195.54
		534-999-00	GEM & ADM MISC BILLI	NOV 2023 AA FEES	221.25
	THOMAS J O'NEILL	534-223-00	PROFESSIONAL SERVICE	FEB 2024 CONTRACT ATTORNEY	1,250.00
	COLLECTION ACCOUNT	534-999-00	GEM & ADM MISC BILLI	DEC 2023 CREDIT CARD FEES	3,133.90
	BADZIK PRINTING SERVICE, INC	534-999-00	GEM & ADM MISC BILLI	TAX FORMS 2023	174.23
	DAVID L HOWELL CPA	534-223-00	PROFESSIONAL SERVICE	'23 FINANCE STMT 2ND BILL	1,957.25
	JERRY HEARD ASSC.	534-999-00	GEM & ADM MISC BILLI	DISBURSEMENT CHECKS	66.23
		534-999-00	GEM & ADM MISC BILLI	COPIER PAPER & PERFER PAPE	1,271.79
	WVNET	534-999-00	GEM & ADM MISC BILLI	WEB HOSTING 1ST QTR FY 24	26.25
		534-999-00	GEM & ADM MISC BILLI	WEB HOSTING QTR 2 FY24	26.25
		534-999-00	GEM & ADM MISC BILLI	DOMAIN NAME RENEWAL	5.80
	WALMART STORES INC -BUCKHAMN	534-999-00	GEM & ADM MISC BILLI	CLEANING SPPLS CITY HALL	34.31
	DELUX BUSINESS FORMS	534-999-00	GEM & ADM MISC BILLI	PCRD-PAYROLL DEP BOOKS	30.48
	INTERNAL REVENUE SERVICE	534-104-00	FICA TAX	FICA WITHHELD AND MATCHED	355.68
		534-104-00	FICA TAX	FICA WITHHELD AND MATCHED	488.15
		534-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	83.19
		534-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	114.17
	AMAZON.COM	534-999-00	GEM & ADM MISC BILLI	PCRD-PDF EXTRA 2023 EDITAB	25.00
	PAYFLEX	534-105-00	GROUP INSURANCE	WASTE JAN 2024 HSA FEE	6.50
	LYNX WV INC	534-999-00	GEM & ADM MISC BILLI	JAN 2024 IT SERVICE CONTRA	425.00
	FP MAILING SOLUTIONS	534-218-00	POSTAGE	PCRD-POSTAGE	517.50
		534-218-00	POSTAGE	PCRD-POSTAGE	1,035.00
		534-218-00	POSTAGE	PCRD-POSTAGE	1,035.00
	KOMAX LLC	534-218-00	POSTAGE	POSTAGE INK CARTRIDGE	80.88
	US POSTAL SERVICE (CMRS-FP)	534-218-00	POSTAGE	JANUARY 2024 POSTAGE	250.00
	FP FINANCE PROGRAM	534-218-00	POSTAGE	JAN 2024 MAILER&INSRTR PYM	94.31
	OPTIMUM B2B, DEPT. 1264	534-999-00	GEM & ADM MISC BILLI	JAN 2024 CITY HALL INTERNE	214.62
	TYLER TECHNOLOGIES INC	534-999-00	GEM & ADM MISC BILLI	UTL BILL AUTOPAY, IVR, SIT	2,153.75
		534-999-00	GEM & ADM MISC BILLI	UTIL NOTIFICATION CALLS	60.50
	ROSSMAN & CO/PCB CORP	534-999-00	GEM & ADM MISC BILLI	UTILITY COLLECTIONS DEC 20	29.09
	**PAYROLL EXPENSES			1/01/2024 - 1/31/2024	13,618.14
				TOTAL:	32,413.03

**A motion to accept the January 2024 Financial Report was made by Randall/Skinner. Motion carried.**

**D. Department Report** – Mr. Arnold did not have the January reports to present, as the end of the month was yesterday.

**D.1 Recycling Center Report** - Unavailable

**D.2 Transfer Station Report** - Unavailable

**D.3 Waste Collection Report -**

Mr. Arnold provided a report on the road tractor that he could locate and purchase for under \$25,000. He also provided a report on other department equipment and a review of the maintenance and parts programs initiated to extend the life of the current equipment. He is still working on the strategic operations plan and reviewing the costs associated with servicing customers within city limits versus customers outside city limits. Also presented was the study on recalculating rates for commercial customers and better equipping the Waste Department to operate with fewer employees. The objective is to keep our revenues where they are and decrease our overhead without increasing rates. It costs the Waste Department \$239 a ton to collect garbage. Discussion on all issues took place with the Board.

**E. Correspondence and Information** – The Mayor reviewed the following items with the Board:  
**E.1 – Tariff MF-P.S.C. WV No. 8 - PSC WV –Inflation Index Increase Effect February 1, 2024 GO #64.6**

MF-P.S.C. W. Va. No. 8  
Canceling MF-P.S.C. W. Va. No. 7

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**CITY OF BUCKHANNON WASTE COLLECTION BOARD**

OF

**COPY OF TARIFF  
KEEP FOR YOUR RECORDS**  
**IF YOU HAVE ANY QUESTIONS, PLEASE CALL.**  
**Benjamin A. Sadler**  
**304-340-0425**

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Issued January 18, 2024

Effective for service rendered on  
and after February 1, 2024.

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Issued by authority under W. Va. Code  
§24A-5-2a(d) and order of the Public  
Service Commission of West Virginia in  
G.O. No. 64.6 dated October 25, 2023 in  
Case No. **CPI Buckhannon 24A.**

Issued by **CITY OF BUCKHANNON**

By Robt Neal Skinner, 3  
Mayor City of Buckhannon  
Title

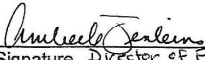
**FUEL SURCHARGE SUPPLEMENT TO CARRIER'S TARIFF**

DATE 1-4-2024  
 NAME OF MOTOR CARRIER Waste Collection Board - City of Buckhannon  
 ADDRESS 70 E. Main St  
Buckhannon WV 26201  
 TELEPHONE NO. 304 472 4620  
 CONTACT PERSON Ambert Jenkins  
 CERTIFICATE NO. \_\_\_\_\_

I hereby file a fuel surcharge supplement to the tariff of the above carrier, in the amount of 7.69%, as authorized by the Public Service Commission of West Virginia, in M.C. General Order No. 56.4 dated December 28, 2023, I understand that this surcharge will expire by the terms of the Commission Order on June 30, 2024, unless otherwise ordered by the Commission. I further understand that the fuel surcharge does not take effect until this form is received by the Commission and properly filed. I certify that the legal entity or individual actually responsible, by contract or otherwise, for the payment of the fuel charges will receive the full increase in revenue to be derived from the proposed surcharge.

**Solid Waste Carriers Only:**  
 Current Authorized Residential Tariff Rate excluding fuel surcharge \$ See below  
 New Fuel Surcharge Amount (Residential Tariff Rate times 7.69%) \$ \_\_\_\_\_  
 New Fuel Surcharge Percentage) \$ \_\_\_\_\_  
 New Residential Rate (Residential Tariff Rate plus \_\_\_\_\_)  
 New Fuel Surcharge Amount) \$ \_\_\_\_\_

**Taxicab Companies Only:**  
 New Rates Reflecting the Applicable Surcharge Rounded to the Nearest Cent.  
 Initial Charge (Flag Drop) \_\_\_\_\_  
 Additional Distance Increments \_\_\_\_\_  
 (describe) \_\_\_\_\_

  
 Signature Ambert Jenkins Director of Finance & Administration  
 Assistant Recorder

Fuel Surcharge	1-Jan-24		New Rate with fuel surcharge	
	Rate - excluding fuel surcharge	Fuel Surcharge		
		7.69%		
Residential Inside city limits	\$ 19.20	\$ 1.48	\$	20.68
Residential Outside city limits	\$ 21.50	\$ 1.65	\$	23.15
Commercial Inside city limits	\$ 27.55	\$ 2.12	\$	29.67
Commercial Outside city limits	\$ 32.13	\$ 2.47	\$	34.60

Continued same rate 1/1/2024

**E.2 2nd Half 2023 DMR**

January 8, 2024

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  
 2<sup>nd</sup> Half 2023 DMR**

To Whom It May Concern,

We hereby submit the 2<sup>nd</sup> semi-annual (half) of 2023 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 COMMERCIAL LABORATORY NAME: \_\_\_\_\_  
 LOCATION OF FACILITY: US33 along Co Rte 5/7 and 6/4, Upshur County COMMERCIAL LABORATORY ADDRESS: \_\_\_\_\_  
 PERMIT NUMBER: SWC-5062/WV0109509 OUTLET NO.: 099  
 WASTELOAD FOR MONTH OF: July to December 2023 INDIVIDUAL PERFORMING ANALYSIS: \_\_\_\_\_

Parameter		Quantity					Other Units					Measurement Frequency	Sample Type	
		Minimum	Avg Monthly	Max Daily	Units	N.E.	Minimum	Avg Monthly	Max Daily	Units	N.E.			
Flow 50050	Reported						6,662,817	6,664,525	6,667,526			MGD	Continuous	Measured
	Permit Limitation							Monitor Only						
	Reported													
	Permit Limitation													
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	Reported													
	Permit Limitation													

Name of Principal Exec. Officer	I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.	Date Completed
<u>Jerry L. Arnold</u>		<u>1/18/2024</u>
Title of Officer <u>Director of Public Works</u>		Signature of Principal Exec. Officer or Auth. Agent <u>[Signature]</u>

**F. Consent Agenda**

**F.1 Approval of Minutes: 01/04/23-** Mayor Skinner noted the minutes for 1/04/24 were unavailable.

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

**G.1 Approval Employee Wage Increase Office Clerk Olivia Hamner** - Amberle Jenkins requested a wage increase for Office Clerk Olivia Hamner of \$1.00 per hour.

**Skinner/Randall moved to approve an employee wage increase for office clerk Olivia Hamner of \$1.00 per hour. The motion carried.**

**G.2 Approval to Request Advertisement for Bids -Purchase of (2) Two Garbage Trucks** - Jerry Arnold provided an overview of this request.

**Randall/Skinner moved to approve the request Advertisement for Bids - Purchase of (2) Two Garbage Trucks. The motion carried.**

**G.3 Approval Waste Collection Board Budget Revision FY 23/24** - Amby Jenkins provided the Board with an overview of the Waste Collection Board Budget Revision FY 23/24 and recommended that the Board approve the revision.

Waste Collection					
Budget Revision #1					
2/1/2024					
REVENUES		current budget	adjustment	Proposed Budget	
404-303-003-00	Recycle OCC Cardboard	\$ 3,000.00	\$ 8,000.00	\$ 11,000.00	
404-368-000-00	Contribution from UCSWA	\$ -	\$ 3,000.00	\$ 3,000.00	UCSWA pays \$900 to help us with Recycling
404-399-000-02	Waste Coll Miscellaneous	\$ 30,000.00	\$ 54,000.00	\$ 84,000.00	Insurance claim from truck accident
changing balance on hand		\$ 586,448.00	\$ 35,800.00	\$ 622,248.00	increased the balance on hand
			\$ 100,800.00		
EXPENSES					
404-531-226-00	Insurance & Bonds	\$ 6,500.00	\$ 10,000.00	\$ 16,500.00	workers comp
404-533-226-00	Insurance & Bonds	\$ 20,000.00	\$ 4,000.00	\$ 24,000.00	workers comp and added equip
404-533-343-02	Maintenance truck/trailers	\$ 40,000.00	\$ 6,000.00	\$ 46,000.00	truck tow \$12214.
404-533-459-00	New equipment	\$ 101,112.00	\$ 35,000.00	\$ 136,112.00	purchased \$107T Sany
	New equipment(new garbage trks)		\$ 24,800.00	\$ 24,800.00	Financing \$320,000 5yrs 6% \$6200. mth payment for 4 remaining mths of this fy=\$24800
404-534-218-00	Postage	\$ 14,000.00	\$ 4,000.00	\$ 18,000.00	tariff mailing
404-534-226-00	insurance & bonds	\$ -	\$ 17,000.00	\$ 17,000.00	wasn't budgeted
					a capital exp came out of this acct
404-534-999-00	Gen & Admin Misc billing	\$ 60,000.00	\$ 10,000.00	\$ 70,000.00	
404-534-459-00	capital expense	\$ 36,800.00	\$ (10,000.00)	\$ 26,800.00	
			\$ 100,800.00		
			\$ -		

**Randall/Skinner moved to approve the Waste Collection Board Budget Revision FY 23/24. The motion carried.**

**G.4 Discussion/Possible Vote Internal Policy Change regarding Hook Lift, Bin Rental, and Pull Rates** – Jerry Arnold explained that we can raise these fees within our city (for city customers) without engaging the Public Service Commission (PSC). We cannot increase the rates outside the city (for non-city customers) without permission from the PSC. Therefore, he recommends rate increases in the city as follows: Hooklift Bin rates will rise from \$20 per week to \$50 per week and from \$60 per month to \$100. He also recommends raising the in-city Pull Fee from \$20 to \$50 per pull. Mrs. Jenkins recommended that we use the new rates, if approved, on new Hooklift Bin rental orders, not on Hooklift Bins currently being rented.

Hooklift Bin Rates						
In City:		Current	Proposed			
<b>Rent:</b>						
Monthly		\$60.00	\$100.00			
Weekly		\$20.00	\$50.00			
<b>Pull Fee</b>		\$20.00	\$50.00			
Out City						
<b>Rent:</b>						
Monthly	N/A		\$100.00			
Weekly	N/A		\$50.00			
<b>Pull Fee</b>	N/A		\$50.00 + \$1.10 per mile outside city limits			

**Randall/Skinner moved to approve the Internal Policy Change regarding Hook Lift, Bin Rental, and Pull Rates as presented to take effect with new orders. The motion carried.**

**H. Board Members' Comments and Announcements**

- **CJ Rylands:** Absent.
- **Scott Randall:** Mr. Randall announced that he filed for City Council last week.
- **Randy Sanders:** Nothing further.
- **Amberle Jenkins:** Nothing further.
- **Jerry Arnold:** Nothing further.
- **Jay Hollen:** Nothing further.
- **Mayor Skinner:** Nothing further.

**I. Adjournment**

**Randall made a motion to adjourn the meeting at 8:12 AM.**

**Mayor Robert N. Skinner III**

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**City Recorder Randall H. Sanders**

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