

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

A regular Buckhannon Waste Collection Board meeting was held on Thursday, January 4, 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 - GTM
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
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, January 4, 2024*

- 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 December 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 2023 Annual Operational Report for Permit #SWF-5025, the Solid Waste Transfer Station
- F. Consent Agenda**
 - F.1 Approval of Minutes: 11/02/23, 12/07/23, Special 11/09/23
- G. Strategic Issues for Discussion and/or Vote**
 - G.1 Approval PSC Fuel Surcharge Authorization-Will remain at 7.69%
 - G.2 Approval to Search for and Purchase a Used Road Tractor Truck under \$25,000
- H. Board Members' Comments and Announcements**
- I. Adjournment**

Posted 12/01/2023

A. Call to Order: Mayor Robbie Skinner called the meeting to order (attended by GTM), followed by a moment of silence and the pledge to the flag led by Recorder Sanders.

B. Recognized Guests: None

C. Financial Report

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

**WASTE BOARD
CITY OF BUCKHANNON
BALANCE SHEET**

Balance December 31, 2023

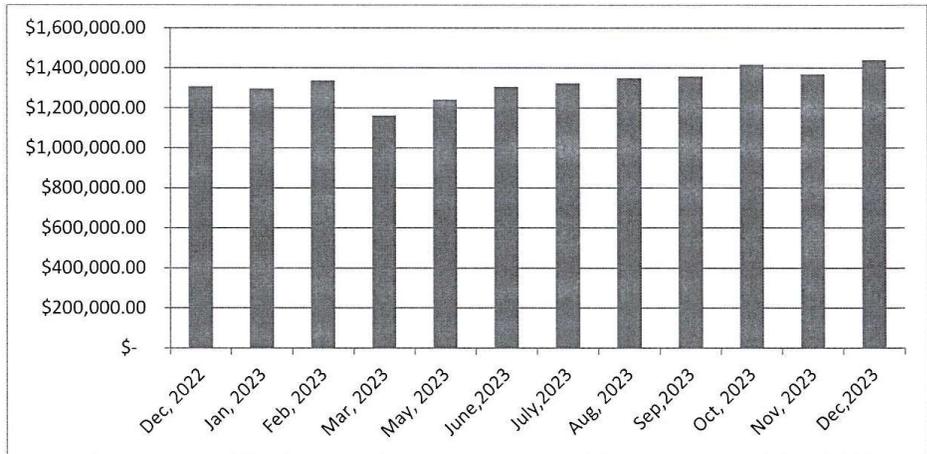
Money Market & Checking **\$1,440,550.26**

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

1-02-2024 06:44 PM

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

PAGE: 3

404-WASTE COLLECTION

% OF YEAR COMPLETED: 50.00

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	1,306.56	0.00	193.44	87.10
404-303-003-00 RECYCLE-OCC-CARDBOARD	3,000	2,169.80	10,215.40	0.00 (7,215.40)	340.51
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	8,625.70	52,608.51	0.00	32,391.49	61.89
TOTAL TAXES	95,000	10,795.50	65,427.07	0.00	29,572.93	68.87
OTHER FEES						
404-341-000-00 FUEL SURCHARGE	120,000	17,762.71	102,116.27	0.00	17,883.73	85.10
TOTAL OTHER FEES	120,000	17,762.71	102,116.27	0.00	17,883.73	85.10
UTILITY BILLINGS						
404-350-000-00 WASTE COLLECTION BILLINGS	2,534,000	256,747.88	1,499,644.31	0.00	1,034,355.69	59.18
TOTAL UTILITY BILLINGS	2,534,000	256,747.88	1,499,644.31	0.00	1,034,355.69	59.18
HEALTH AND SAFETY						
404-355-000-00 TRANSFER ST/LANDFILL RECE	310,000	29,153.00	216,025.00	0.00	93,975.00	69.69
TOTAL HEALTH AND SAFETY	310,000	29,153.00	216,025.00	0.00	93,975.00	69.69
GRANTS						
404-366-000-00 STATE GRANTS	0	0.00	0.00	0.00	0.00	0.00
404-368-000-00 CONTRIBUTION FROM UCSWA	0	0.00	900.00	0.00 (900.00)	0.00
TOTAL GRANTS	0	0.00	900.00	0.00 (900.00)	0.00
INTRAFUND CONTR/CHARGES						
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
TOTAL INTRAFUND CONTR/CHARGES	200	0.00	100.00	0.00	100.00	50.00
OTHER REVENUE						
404-380-000-00 INTEREST	200	36.81	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	1,231.20	84,142.24	0.00 (54,142.24)	280.47
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	1,268.01	84,328.39	0.00 (53,528.39)	273.79
TOTAL REVENUE	3,090,000	315,727.10	1,968,541.04	0.00	1,121,458.96	63.71

404-WASTE COLLECTION

% OF YEAR COMPLETED: 50.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
WASTE DEPARTMENT						
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SALARIES & BENEFITS						
404-530-103-00 WASTE EMPLOYEES SALARIES	818,000	58,759.90	388,489.10	0.00	429,510.90	47.49
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	4,475.52	29,607.77	0.00	33,392.23	47.00
404-530-105-00 WASTE EMPLOYEE INSURANCE	160,000	12,055.80	95,736.34	0.00	64,263.66	59.84
404-530-106-00 WASTE EMPLOYEE RETIREMENT	73,000	5,261.65	34,670.29	0.00	38,329.71	47.49
TOTAL SALARIES & BENEFITS	1,114,000	80,552.87	548,503.50	0.00	565,496.50	49.24
CONTRACTUAL SERVICES						
404-530-213-00 WASTE COLL. UTILITIES	18,000	545.65	3,311.88	0.00	14,688.12	18.40
404-530-226-00 COMP, UNEMPL & INSURANCE	58,000	2,795.33	21,074.69	0.00	36,925.31	36.34
TOTAL CONTRACTUAL SERVICES	76,000	3,340.98	24,386.57	0.00	51,613.43	32.09
COMMODITIES						
404-530-341-00 SHOP MAINTENANCE	41,000	2,067.58	19,811.13	0.00	21,188.87	48.32
404-530-341-05 SAFETY EQUIPMENT	10,000	1,658.58	6,026.27	0.00	3,973.73	60.26
404-530-343-00 TRUCK MAINTENANCE	90,000	9,321.64	47,345.23	0.00	42,654.77	52.61
404-530-343-01 GAS & OIL EXPENSE 1,2,3,4	120,000	9,980.67	57,956.15	0.00	62,043.85	48.30
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	1,144.89	2,140.49	0.00	11,859.51	15.29
TOTAL COMMODITIES	277,200	24,173.36	133,279.27	0.00	143,920.73	48.08
CAPITAL OUTLAY						
404-530-459-00 WASTE COLL. NEW EQUIPMENT	121,416	2,148.82	21,886.18	0.00	99,529.82	18.03
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	21,886.18	0.00	109,529.82	16.65
CONTRIBUTIONS						
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
NON-OPERATING EXPENSES						
404-530-999-00 COLLECTION MISCELLANEOUS	16,000	1,018.16	6,991.18	110.40	8,898.42	44.38
TOTAL NON-OPERATING EXPENSES	16,000	1,018.16	6,991.18	110.40	8,898.42	44.38
TOTAL WASTE DEPARTMENT	1,644,616	111,234.19	736,810.65	110.40	907,694.95	44.81

RECYCLING DEPARTMENT

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SALARIES & BENEFITS						
404-531-103-00 RECYCLING SALARIES	108,000	5,867.71	50,561.74	0.00	57,438.26	46.82
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	446.47	3,847.60	0.00	4,452.40	46.36

404-WASTE COLLECTION

% OF YEAR COMPLETED: 50.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
404-531-105-00 GROUP INSURANCE	27,000	1,735.93	14,216.86	0.00	12,783.14	52.66
404-531-106-00 GROUP RETIREMENT	9,720	484.51	4,507.00	0.00	5,213.00	46.37
TOTAL SALARIES & BENEFITS	153,020	8,534.62	73,133.20	0.00	79,886.80	47.79
CONTRACTUAL SERVICES						
404-531-213-00 UTILITIES	6,800	560.80	2,833.60	0.00	3,966.40	41.67
404-531-226-00 INSURANCE & BONDS	6,500	2,062.12	10,638.41	0.00	(4,138.41)	163.67
TOTAL CONTRACTUAL SERVICES	13,300	2,622.92	13,472.01	0.00	(172.01)	101.29
COMMODITIES						
404-531-343-00 TRUCK MAINTENANCE	14,000	0.00	371.60	0.00	13,628.40	2.65
404-531-343-01 FUEL - RECYCLING CENTER	12,000	427.58	3,484.92	0.00	8,515.08	29.04
404-531-343-02 EQUIPMENT MAINTENANCE	12,000	195.65	4,268.93	0.00	7,731.07	35.57
404-531-399-00 MISCELLANEOUS	5,400	0.00	2,311.47	0.00	3,088.53	42.81
TOTAL COMMODITIES	43,400	623.23	10,436.92	0.00	32,963.08	24.05
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	11,780.77	97,042.13	0.00	137,677.87	41.34
LANDFILL						
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CONTRACTUAL SERVICES						
404-532-216-00 TESTING/MONITOR WELLS	0	0.00	0.00	0.00	0.00	0.00
404-532-216-01 TREATMENT OF LEACHATE	30,000	1,851.81	9,597.52	0.00	20,402.48	31.99
TOTAL CONTRACTUAL SERVICES	30,000	1,851.81	9,597.52	0.00	20,402.48	31.99
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	1,851.81	9,597.52	0.00	20,402.48	31.99

TRANSFER STATION

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SALARIES & BENEFITS						
404-533-103-00 SALARIES TRANSFER STATION	70,000	4,680.85	31,511.28	0.00	38,488.72	45.02
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	355.05	2,393.29	0.00	3,006.71	44.32
404-533-105-00 GROUP INSURANCE	14,000	923.47	7,242.10	0.00	6,757.90	51.73

404-WASTE COLLECTION

% OF YEAR COMPLETED: 50.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
404-533-106-00 GROUP RETIREMENT	6,300	421.26	2,835.92	0.00	3,464.08	45.01
TOTAL SALARIES & BENEFITS	95,700	6,380.63	43,982.59	0.00	51,717.41	45.96
CONTRACTUAL SERVICES						
404-533-213-00 UTILITIES	9,000	770.90	2,491.97	0.00	6,508.03	27.69
404-533-216-00 DRAINAGE EXPENSE TRANSFER	4,000	138.00	950.00	0.00	3,050.00	23.75
404-533-226-00 INSURANCE & BONDS	20,000	3,245.28	18,966.20	0.00	1,033.80	94.83
TOTAL CONTRACTUAL SERVICES	33,000	4,154.18	22,408.17	0.00	10,591.83	67.90
COMMODITIES						
404-533-343-00 EQUIPMENT MAINTENANCE	40,000	2,861.71	14,818.21	0.00	25,181.79	37.05
404-533-343-01 FUEL/OIL TRANSFER STA. 7,	108,000	6,794.08	36,895.17	0.00	71,104.83	34.16
404-533-343-02 MAINTENANCE TRUCK/TRAILER	40,000	1,625.02	32,663.35	0.00	7,336.65	81.66
404-533-345-00 UNIFORMS	4,000	198.40	878.98	0.00	3,121.02	21.97
TOTAL COMMODITIES	192,000	11,479.21	85,255.71	0.00	106,744.29	44.40
CAPITAL OUTLAY						
404-533-459-00 NEW EQUIPMENT	101,112	1,120.97	128,570.48	0.00	27,458.48	127.16
404-533-460-00 TIPPING FEES	925,000	64,964.63	438,044.27	0.00	486,955.73	47.36
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	66,085.60	569,379.84	0.00	496,732.16	53.41
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	88,099.62	722,663.56	0.00	669,448.44	51.91

WASTE OFFICE/BOARD
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SALARIES & BENEFITS						
404-534-101-00 WASTE BOARD OFFICERS SALA	12,000	1,000.00	6,000.00	0.00	6,000.00	50.00
404-534-103-00 CLERK, ATTORNEY, ENGINEER	173,000	12,438.70	83,904.67	0.00	89,095.33	48.50
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	1,027.44	6,874.59	0.00	6,425.41	51.69
404-534-105-00 GROUP INSURANCE	6,000	620.68	4,311.47	0.00	1,688.53	71.86
404-534-106-00 GROUP RETIREMENT	16,700	1,097.52	7,419.62	0.00	9,280.38	44.43
404-534-107-00 INT EXP EXCAVATOR LOAN	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	221,000	16,184.34	108,510.35	0.00	112,489.65	49.10
CONTRACTUAL SERVICES						
404-534-218-00 POSTAGE	14,000	5,283.31	10,886.16	80.88	3,032.96	78.34
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	4,505.75	14,605.75	0.00	10,394.25	58.42

404-WASTE COLLECTION

% OF YEAR COMPLETED: 50.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
404-534-226-00 INSURANCE & BONDS	0	1,646.37	9,131.32	0.00	(9,131.32)	0.00
TOTAL CONTRACTUAL SERVICES	49,000	11,435.43	34,623.23	80.88	14,295.89	70.82
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	5,367.72	47,583.93	464.08	11,951.99	80.08
TOTAL NON-OPERATING EXPENSES	60,000	5,367.72	47,583.93	464.08	11,951.99	80.08
TOTAL WASTE OFFICE/BOARD	375,000	32,987.49	204,189.10	544.96	170,265.94	54.60
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	245,953.88	1,770,302.96	655.36	1,905,489.68	48.17
REVENUE OVER/(UNDER) EXPENDITURES	(586,448)	69,773.22	198,238.08	(655.36)	(784,030.72)	33.69-

Waste December 2023 Payment of Bills

\$3,748.00- RELIABLE TIRE- TIRES

\$64,491.63 - WM CORPORATE SERVICES - NOV TIPPING FEES & C&D TIPPING FEES

\$2,847.25 - DAVID L HOWELL CPA - AUDIT EXPENSES

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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	DEC 2023 TOWER NTKW ACCESS	100.00
	MON POWER	530-213-00	WASTE COLL. UTILITIE	110088931545 WASTE GARAGE	121.95
	A F WENDLING INC	530-341-00	SHOP MAINTENANCE	84 CASES DRINKING WATER	335.16
	FISHER AUTO PARTS INC	530-343-00	TRUCK MAINTENANCE	WINDOW GLUE R-2	33.62
	UNIFIRST CORP.	530-345-00	WASTE COLL. UNIFORMS	NOV 2023 ALL DEPT UNIFORMS	873.99
	COLE TRUCK PARTS INC	530-343-00	TRUCK MAINTENANCE	DRIVER SEAT R-7	87.97
		530-343-00	TRUCK MAINTENANCE	LIGHTS AND GROMMETS R3	89.60
		530-343-00	TRUCK MAINTENANCE	BACKUP LIGHTS; HAND WIPES	47.71
		530-343-00	TRUCK MAINTENANCE	ELBOW AND FUEL TREATMENT	89.09
		530-343-00	TRUCK MAINTENANCE	MAXIS FOR R-2	304.60
	LAWSON PRODUCTS INC	530-341-00	SHOP MAINTENANCE	BOLTS, FASTNERS, FITTINGS	992.17
	ENCOVA INSURANCE	530-226-00	COMP, UNEMPL & INSUR	WCN6007140 11/2-12/3/2023	1,604.42
	AIRGAS USA, LLC	530-341-00	SHOP MAINTENANCE	PCRD-ARGON CYL ROD CANISTE	99.47
	WV PUBLIC EMPLOYEES INSURANC	530-105-00	WASTE EMPLOYEE INSUR	WASTE DEC 2023 HEALTH INS	10,957.64
	MATHENY MOTOR TRUCK CO	530-343-00	TRUCK MAINTENANCE	RADIATOR R-8	1,032.00
		530-343-00	TRUCK MAINTENANCE	SEAT R-2; COOLANT HOSE R3	714.60
		530-343-00	TRUCK MAINTENANCE	SEAT R-2; COOLANT HOSE R3	12.73
	AUTO ZONE	530-343-00	TRUCK MAINTENANCE	ANTIFREEZE R-3	28.78
	NAPA-AMTOWER AUTO SUPPLY	530-343-00	TRUCK MAINTENANCE	ANTIFREEZE AND SHOP SPPLS	13.07
		530-343-00	TRUCK MAINTENANCE	ANTIFREEZE AND SHOP SPPLS	493.19
		530-343-00	TRUCK MAINTENANCE	ANTIFREEZE AND SHOP SUPPL	412.82
		530-343-00	TRUCK MAINTENANCE	ANTIFREEZE AND SHOP SPPLS	102.48

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FUND: WASTE COLLECTION

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
		530-341-00	SHOP MAINTENANCE	GREASE	111.00
		530-343-00	TRUCK MAINTENANCE	COOLANT HOSE R-3	89.50
		530-343-00	TRUCK MAINTENANCE	COOLANT LINE R-3	39.87
	HARBOR FREIGHT TOOLS	530-341-00	SHOP MAINTENANCE	PCRD-RUBBER HAMMER	15.96
	LOWES BUSINESS ACCOUNTS	530-341-00	SHOP MAINTENANCE	SHOP KEY COPIES	22.68
	MINE BELT SERVICE	530-343-00	TRUCK MAINTENANCE	90 DEGREE FITTINGS R3	231.51
	WV PUBLIC EMPLOYEES RETIREME	530-106-00	WASTE EMPLOYEE RETIR	WV RETIREMENT CONTRIBUTION	1,565.04
		530-106-00	WASTE EMPLOYEE RETIR	WV RETIREMENT CONTRIBUTION	1,656.30
		530-106-00	WASTE EMPLOYEE RETIR	WV RETIRE TIER2 CONTRIBUTI	990.95
		530-106-00	WASTE EMPLOYEE RETIR	WV RETIRE TIER2 CONTRIBUTI	1,049.36
	UNIONTOWN AUTO SPRING CO., I	530-343-00	TRUCK MAINTENANCE	REAR SPRINGS R-7	930.00
	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	25QBZM 2022 RAM 1500	439.56
	JOHN BOGGESS dba VJG ASSOCIA	530-341-05	SAFETY EQUIPMENT	GLOVES	1,069.77
	TRACTOR SUPPLY CREDIT PLAN	530-341-05	SAFETY EQUIPMENT	PCRD-SAFETY BOOTS JERRY AR	219.99
	RELIABLE TIRE COMPANY	530-343-00	TRUCK MAINTENANCE	REMAINING BALANCE INV 2186	460.00
		530-343-00	TRUCK MAINTENANCE	STEER TIRES FOR R-8	688.00
		530-343-00	TRUCK MAINTENANCE	TIRES	1,880.00
		530-343-00	TRUCK MAINTENANCE	TIRES	1,180.00
	MY BUCKHAMMON	530-999-00	COLLECTION MISCELLAN	WASTE JOB ADS	506.00
	TOOLS ETC	530-341-00	SHOP MAINTENANCE	GREASE GUN	491.14
	ST JOSEPH HOSPITAL OF BUCKHA	530-999-00	COLLECTION MISCELLAN	LAB RESULTS KEVIN CLICK	74.00
		530-999-00	COLLECTION MISCELLAN	LAB RESULTS ZACH HALL	77.00
	BENNYS BOOT HILL	530-341-05	SAFETY EQUIPMENT	BOOTS DAKOTA A	179.91
		530-341-05	SAFETY EQUIPMENT	BOOTS KENNY A	188.91
		530-345-00	WASTE COLL. UNIFORMS	BOOTS JACOB P	170.91
	INTERNAL REVENUE SERVICE	530-104-00	WASTE COLL. F.I.C.A.	FICA WITHHELD AND MATCHED	1,764.83
		530-104-00	WASTE COLL. F.I.C.A.	FICA WITHHELD AND MATCHED	1,862.41
		530-104-00	WASTE COLL. F.I.C.A.	MEDICARE WITHHELD & MATCHE	412.73
		530-104-00	WASTE COLL. F.I.C.A.	MEDICARE WITHHELD & MATCHE	435.55
	AMAZON.COM	530-999-00	COLLECTION MISCELLAN	PCRD-PHONE CASE	25.98
	USI INSURANCE SERVICES LLC	530-105-00	WASTE EMPLOYEE INSUR	GRP BENEFIT JAN TO MARCH 2	1,046.16
	PAYFLEX	530-105-00	WASTE EMPLOYEE INSUR	WASTE DEC HSA FEES	52.00
	FLEET HOSTER LLC	530-343-00	TRUCK MAINTENANCE	PCRD-CAMERA SERVIC FOR R8	20.00
	H AND M MOTOR CO., INC.	530-343-00	TRUCK MAINTENANCE	MIRROR R-5	340.50
	AT&T MOBILITY	530-213-00	WASTE COLL. UTILITIE	PCRD-NOV CELL PHN GEO TAB	245.47
	WORLD FUEL SERVICES, INC.	530-343-01	GAS & OIL EXPENSE 1,	275 GALLONS DEF	577.50
	FREEDOM AG & ENGERY COOPERAT	530-345-00	WASTE COLL. UNIFORMS	BIBS JACOB POWERS	99.99
		530-999-00	COLLECTION MISCELLAN	4-5-19 INV #1084052 LATE F	167.18
	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,	NOV 2023 WASTE FUEL BILL	9,403.17
	TRAVELERS INSURANCE	530-226-00	COMP, UNEMPL & INSUR	INS PREMIUM AUTO LIAB DEC	1,190.91
	IDENTOGO	530-999-00	COLLECTION MISCELLAN	BACKGROUND CK JACOB POWERS	34.00
		530-999-00	COLLECTION MISCELLAN	BACKGROUND CK RODNEY WAUGA	34.00
	**PAYROLL EXPENSES			12/01/2023 - 12/31/2023	58,759.90
				TOTAL:	111,234.19
RECYCLING DEPARTMENT	MON POWER	531-213-00	UTILITIES	110088931701 RECYCLING CEN	452.49
	ENCOVA INSURANCE	531-226-00	INSURANCE & BONDS	WCN6007140 11/2-12/3/2023	1,604.42
	WV PUBLIC EMPLOYEES INSURANC	531-105-00	GROUP INSURANCE	WASTE DEC 2023 HEALTH INS	1,609.94

FUND: WASTE COLLECTION

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	WESTFIELD INSURANCE	531-226-00	INSURANCE & BONDS	10-1-23 TO 10-1-24 QTRLY P	457.70
	WV PUBLIC EMPLOYEES RETIREME	531-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	228.35
		531-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	256.16
	WALMART STORES INC -BUCKHANN	531-343-02	EQUIPMENT MAINTENANC	PCRD-10W30 OIL	79.85
	INTERNAL REVENUE SERVICE	531-104-00	FICA TAX	FICA WITHHELD AND MATCHED	156.89
		531-104-00	FICA TAX	FICA WITHHELD AND MATCHED	204.95
		531-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	36.70
		531-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	47.93
	PEOPLES NATURAL GAS	531-213-00	UTILITIES	200008184083 RECYCLE CENTE	56.51
	AMAZON.COM	531-343-02	EQUIPMENT MAINTENANC	PCRD-PRINTER INK	115.80
	USI INSURANCE SERVICES LLC	531-105-00	GROUP INSURANCE	GRP BENEFIT JAN TO MARCH 2	116.24
	PAYFLEX	531-105-00	GROUP INSURANCE	WASTE DEC HSA FEES	9.75
	AT&T MOBILITY	531-213-00	UTILITIES	PCRD-NOV CELL PHN GEO TAB	51.80
	FLYERS ENERGY LLC	531-343-01	FUEL - RECYCLING CEN	NOV 2023 WASTE FUEL BILL	427.58
	**PAYROLL EXPENSES			12/01/2023 - 12/31/2023	5,867.71
				TOTAL:	11,780.77
LANDFILL	BUCKHANNON UTIL BOARDS	532-216-01	TREATMENT OF LEACHAT	DEC 2023 MUDLICK LEACHATE	1,509.74
	STURM ENVIRONMENTAL SERVICES	532-216-01	TREATMENT OF LEACHAT	NOVEMBER LAB TESTS	149.00
	HARRISON RURAL ELECTRIC	532-216-01	TREATMENT OF LEACHAT	DEC 2023 LANDFILL ELECTRIC	193.07
				TOTAL:	1,851.81
TRANSFER STATION	MON POWER	533-213-00	UTILITIES	110088931610 MUD LICK RD	319.49
	UNIFIRST CORP.	533-345-00	UNIFORMS	NOV 2023 ALL DEPT UNIFORMS	198.40
	COLE TRUCK PARTS INC	533-343-02	MAINTENANCE TRUCK/TR	AIR DRYER R-11	209.42
		533-343-02	MAINTENANCE TRUCK/TR	TURN SIGNALS & PLUG ADAPT	176.94
		533-343-02	MAINTENANCE TRUCK/TR	EXHAUST CLAMPS AND FILTER	183.59
	ENCOVA INSURANCE	533-226-00	INSURANCE & BONDS	WCN6007140 11/2-12/3/2023	1,604.42
	WV PUBLIC EMPLOYEES INSURANC	533-105-00	GROUP INSURANCE	WASTE DEC 2023 HEALTH INS	803.99
	NAPA-AMTOWER AUTO SUPPLY	533-343-02	MAINTENANCE TRUCK/TR	CB RADIO	63.81
		533-343-02	MAINTENANCE TRUCK/TR	CB RADIO FOR CD TRANS TRK	4.18
		533-343-02	MAINTENANCE TRUCK/TR	AIR HOSE R-11	21.24
		533-343-00	EQUIPMENT MAINTENANC	HYD FILTER AND BATTERY	148.00
		533-343-02	MAINTENANCE TRUCK/TR	SPRING AND WIRE R-16	19.83
		533-343-00	EQUIPMENT MAINTENANC	HYD FILTER AND BATTERY	69.50
	JERRY W RICE	533-460-00	TIPPING FEES	12 UNITS FREON EVAC	300.00
	STURM ENVIRONMENTAL SERVICES	533-216-00	DRAINAGE EXPENSE TRA	NOVEMBER LAB TESTS	138.00
	WESTFIELD INSURANCE	533-226-00	INSURANCE & BONDS	10-1-23 TO 10-1-24 QTRLY P	449.94
	BRECHBUHLER SCALES INC	533-343-00	EQUIPMENT MAINTENANC	SCALE INSPECTION	935.20
	WV PUBLIC EMPLOYEES RETIREME	533-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	210.63
		533-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	210.63
	CITIZENS BANK OF WV	533-459-00	NEW EQUIPMENT	JAN 2024 WAS CLOSED TOP TR	1,120.97
	RELIABLE TIRE COMPANY	533-343-02	MAINTENANCE TRUCK/TR	TIRES	535.00
	INTERNAL REVENUE SERVICE	533-104-00	FICA TAX	FICA WITHHELD AND MATCHED	143.88
		533-104-00	FICA TAX	FICA WITHHELD AND MATCHED	143.87
		533-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	33.65
		533-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	33.65
	PEOPLES NATURAL GAS	533-213-00	UTILITIES	200008184349 WASTE COLL	333.58
	AMAZON.COM	533-343-00	EQUIPMENT MAINTENANC	PCRD-HYDRAULIC PUMP COUPLE	43.95
		533-343-00	EQUIPMENT MAINTENANC	PCRD-HYDRAULIC PUMP	569.99
		533-343-00	EQUIPMENT MAINTENANC	PCRD-BATTERY BACKUP	189.95
	CLEVELAND BROTHERS EQUIPMENT	533-343-00	EQUIPMENT MAINTENANC	REAR GLASS FOR CAT 305.5	310.84
		533-343-00	EQUIPMENT MAINTENANC	HANDLE FOR EXCAVATOR	594.28
	USI INSURANCE SERVICES LLC	533-105-00	GROUP INSURANCE	GRP BENEFIT JAN TO MARCH 2	116.24

FUND: WASTE COLLECTION

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	TIRE AND RUBBER INC	533-460-00	TIPPING FEES	NOV 2023 TIRE DISPOSAL	173.00
	PAYFLEX	533-105-00	GROUP INSURANCE	WASTE DEC HSA FEES	3.25
	WM CORPORATE SERVICES, INC.	533-460-00	TIPPING FEES	NOV 2023 TIPPING FEES	51,337.80
		533-460-00	TIPPING FEES	CD TIPPING FEES 11/16-11/3	7,845.59
		533-460-00	TIPPING FEES	CD TIPPING FEE 12/1-12/15/	5,308.24
	NEWLONS INTERNATIONAL SALES	533-343-02	MAINTENANCE TRUCK/TR	WINDOW SWITCHES R-19	257.02
		533-343-02	MAINTENANCE TRUCK/TR	DEF SENDER R-19	153.99
	AT&T MOBILITY	533-213-00	UTILITIES	PCRD-NOV CELL PHN GEO TAB	38.85
	FRONTIER	533-213-00	UTILITIES	472-4443-101915-4 WASTE	78.98
	FLYERS ENERGY LLC	533-343-01	FUEL/OIL TRANSFER ST	NOV 2023 WASTE FUEL BILL	6,794.08
	TRAVELERS INSURANCE	533-226-00	INSURANCE & BONDS	INS PREMIUM AUTO LIAB DEC	1,190.92
	**PAYROLL EXPENSES			12/01/2023 - 12/31/2023	4,680.85
				TOTAL:	88,099.62
WASTE OFFICE/BOARD	GATES SUPPLY	534-999-00	GEM & ADM MISC BILLI	ROLL 34" PAPER	31.10
	ENCOVA INSURANCE	534-226-00	INSURANCE & BONDS	WCN6007140 11/2-12/3/2023	5.01
	WV PUBLIC EMPLOYEES INSURANC	534-105-00	GROUP INSURANCE	WASTE DEC 2023 HEALTH INS	526.58
	WESTFIELD INSURANCE	534-226-00	INSURANCE & BONDS	10-1-23 TO 10-1-24 QTRLY P	450.44
	WV PUBLIC EMPLOYEES RETIREME	534-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	296.00
		534-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	294.43
		534-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	272.93
		534-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	234.16
	BUCKHANNON POSTMASTER	534-218-00	POSTAGE	PERMIT #10 POSTAGE	750.00
		534-218-00	POSTAGE	STAMPS POSTAGE MACHINE QUI	189.00
	THOMAS J O'NEILL	534-223-00	PROFESSIONAL SERVICE	JAN 2024 CONTRACT ATTORNEY	1,250.00
	COLLECTION ACCOUNT	534-999-00	GEM & ADM MISC BILLI	NOV 2023 CREDIT CARD FEES	2,153.37
	WASTE COLLECTION BOARD	534-999-00	GEM & ADM MISC BILLI	DEC 2023 LOC FEES	276.37
		534-999-00	GEM & ADM MISC BILLI	NOV 2023 LOC FEES	276.37
		534-999-00	GEM & ADM MISC BILLI	OCT 2023 LOC FEES	276.37
	DAVID L HOWELL CPA	534-223-00	PROFESSIONAL SERVICE	FINAL BILL 2022 FINAN STM	889.75
		534-223-00	PROFESSIONAL SERVICE	1ST BILLING 6-30-23 AUDIT	1,957.50
	WALMART STORES INC -BUCKHANN	534-999-00	GEM & ADM MISC BILLI	CLEANING SUPPLIES	37.86
		534-999-00	GEM & ADM MISC BILLI	CLEANING SPPLS CITY HALL	39.56
	DELUX BUSINESS FORMS	534-999-00	GEM & ADM MISC BILLI	PCRD-COLLECTION ACCT CRS	177.50
		534-999-00	GEM & ADM MISC BILLI	PCRD-COLLECTION ACCT DEP B	117.41
	INTERNAL REVENUE SERVICE	534-104-00	FICA TAX	FICA WITHHELD AND MATCHED	468.79
		534-104-00	FICA TAX	FICA WITHHELD AND MATCHED	363.89
		534-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	109.64
		534-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	85.12
	WV STATE AUDITOR	534-223-00	PROFESSIONAL SERVICE	2022 FINANCIAL AUDIT	408.50
	AMAZON.COM	534-999-00	GEM & ADM MISC BILLI	PCRD-AMERICAN FLAG PAPER T	30.31
		534-999-00	GEM & ADM MISC BILLI	PCRD-FILE FOLDERS	13.65
		534-999-00	GEM & ADM MISC BILLI	PCRD-STAPLES HANGING FOLDE	16.48
		534-999-00	GEM & ADM MISC BILLI	PCRD-WV STATE FLAG	26.45
		534-999-00	GEM & ADM MISC BILLI	PCRD-ADDING MACHINE TAPE	9.99
		534-999-00	GEM & ADM MISC BILLI	PCRD-METAL PRINTER STAND	23.75
		534-999-00	GEM & ADM MISC BILLI	PCRD-USB EXT CORDS CK SCAN	14.00
	USI INSURANCE SERVICES LLC	534-105-00	GROUP INSURANCE	GRP BENEFIT JAN TO MARCH 2	87.60
	PAYFLEX	534-105-00	GROUP INSURANCE	WASTE DEC HSA FEES	6.50
	LYNX WV INC	534-999-00	GEM & ADM MISC BILLI	DEC 2023 IT SERVICE CONTRA	425.00
		534-999-00	GEM & ADM MISC BILLI	OCT & NOV 2023 IT SERVICES	1,067.50
	UPSHUR COUNTY CLERK	534-999-00	GEM & ADM MISC BILLI	ESTATE KEENAN	5.00
		534-999-00	GEM & ADM MISC BILLI	ESTATE R. BENDER	5.00
	US POSTAL SERVICE (CMRS-FP)	534-218-00	POSTAGE	DEC 2023 POSTAGE	4,250.00

FUND: WASTE COLLECTION

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	FP FINANCE PROGRAM	534-218-00	POSTAGE	DEC 2023 MAILER & INSRTR P	94.31
	OPTIMUM B2B, DEPT. 1264	534-999-00	GEM & ADM MISC BILLI	DEC 2023 CITY HALL INTERNE	214.62
	TYLER TECHNOLOGIES INC	534-999-00	GEM & ADM MISC BILLI	RECEIPT PRNTR MAINT JAN-DE	108.79
	ROSSMAN & CO/PCB CORP	534-999-00	GEM & ADM MISC BILLI	UTILITY COLLECTIONS NOV 20	21.27
	TRAVELERS INSURANCE	534-226-00	INSURANCE & BONDS	INS PREMIUM AUTO LIAB DEC	1,190.92
	**PAYROLL EXPENSES			12/01/2023 - 12/31/2023	13,438.70
				TOTAL:	32,987.49

Mrs. Jenkins also noted that Shayla Gowers will be leaving on 01/11/24, and we will advertise to fill her position.

A motion to accept the December 2023 Financial Report was made by Randall/Skinner. 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: 23-Dec

Inventory & Balance Sheet

	Uproc.	Proc.	Total
ONP	4.25	7.1	11.35
OCC	6.5	16.9	23.4
MGOP	0.4	11.48	11.88
STEEL	0.3	8.3	8.6
ALUM.	0.3	0.34	0.64
E-WAST	0	0	0
Pete #1	0.3	6.08	6.38
No. 2	0.5	5.51	6.01
Total	12.55	55.71	68.26

Inventory 1/1/2024	68.26
Inventory 12/1/23	66.73
Diff.	1.53
Loads Shipped	28.62
Total Diff. Inventory & Loads Shipped	30.15
Total Received	30.15
Less Garbage	0
Total	30.15

Residential Curbside
640

Appliance Iron	Total	Total \$
13920	0	13920 904.8

Yard Debris
5000

D.2 Transfer Station Report

City of Buckhannon Transfer Station Totals

DECEMBER 2023

Total Transactions				2947	
Total Weight				1337.52	
Total Cash Received				\$30,323.00	
Total City Trucks				\$63,713.80	765.25 tons
Total Charge				\$19,727.47	
Grand total				\$113,764.27	
Total C/D Material				277.41	
Total Commercial/Residential				1060.11	
Bulky Goods	Steel	Waste	Total		
		3.5	3.76		7.26

City of Buckhannon Transfer Station Yearly Totals 2023

Total Transactions				36757	
Total Weight				17961.75	
Total Cash Received				\$430,398.00	
Total City Trucks				\$817,162.85	9815.84 tons
Total Charge				\$274,234.22	
Grand total				\$1,521,795.07	
Total C/D Material				4419.23	
Total Commercial/Residential				13542.52	
Bulky Goods	Steel	Waste	Total		
		23.8	48.73		72.53

D.3 Waste Collection Report

Mr. Arnold reported that two employees have left, and both positions have already been filled. Dakota Arnold of the Waste Department is now preparing the reports for the board. He also provided equipment updates and reviewed the 2023 Annual Operational Report for Permit #SWF-5025, the Solid Waste Transfer Station, with the Board.

E. Correspondence and Information – The Mayor noted that Mr. Arnold reviewed this report earlier with the Board:

E.1 – 2023 Annual Operational Report for Permit #SWF-5025, the Solid Waste Transfer

Station

City of Buckhannon
70 East Main Street
Buckhannon, WV 26201



Phone: 304.472.1651
TDD: 304.472.9550
Fax: 304.472.0934

January 3, 2023

WV Dept of Environmental Protection
Division of Water and Waste Management
601 57th Street SE
Charleston, WV 25304-2345
ATTN: Solid Waste Permitting Unit

RE: CITY OF BUCKHANNON
WASTE COLLECTION BOARD
SOLID WASTE TRANSFER STATION
PERMIT NO. SWF-5025, EXP. 10/21/2024
2023 ANNUAL OPERATIONAL REPORT

Ladies/Gentlemen:

We hereby submit the Annual Operational Report for Permit No. SWF-5025, the Solid Waste Transfer Station, which incorporates a Recycling Center on the same site.

The total tonnage received at the Transfer Station and transported to landfills for 2023 is 17961.75 tons (2021 was 16967.94) of which 4419.23 tons was Construction/Demolition and 13542.52 tons was Commercial/Residential material (2021 was 3308.42 tons and 13659.52 tons, respectively). The 2023 total monthly average tonnage was 1496.81 (2022 was 1414). All material was taken to Meadowfill landfill in Harrison county, WV.

Neither groundwater monitoring nor surface water monitoring are required at this permitted facility. Drainage from the Transfer Station facility bin and loading area and the Recycling Building is contained on concrete, collected, and then transported by gravity sewer to the City of Buckhannon Sewage Treatment Plant. The Site and general access road is paved and drained properly such that other surface water collection and monitoring is unnecessary.

The users of this facility include citizens of Upshur, Lewis, Barbour, Braxton, Harrison, and Randolph counties along with haulers other than the City of Buckhannon, such as, Allied Waste. The waste stream breakdown for 2021 is as follows: Upshur County 81%; Lewis County – 6%; other counties – 13%.

The Recycling Center received and processed a total of 690.26 tons of material during 2023 (2022 was 678.57) with the following breakdown by type and quantity:

Aluminum cans	.99 tons	Steel Cans	2.09 tons
Cardboard	199.42 tons	Plastics	3.16 tons
Office paper	5.11 tons	Electronics	4.5 tons
Newspaper	122.69 tons	Yard Debris	<u>130.1 tons</u>
Appliances/Misc Steel	222.2 tons		
		Total.....	690.26 tons

Sincerely,

Jerry Arnold
City of Buckhannon
Public Works Director

F. Consent Agenda

F.1 Approval of Minutes: 11/02/23, 12/07/23, 11/09/23 – Mayor Skinner noted the minutes for 11/02/23, 12/07/23, Special 11/09/23 were available, and he asked for any necessary corrections or additions to these minutes or a motion to approve them as presented.

A motion to approve the Minutes of 11/02/23 ,12/07/23, 11/09/23 as presented was made by Skinner/Randall. Motion carried.

G. Strategic Issues for Discussion and/or Vote

G.1 Approval PSC Fuel Surcharge Authorization—Will remain at 7.69%—Amberle Jenkins reported that we receive this review from the PSC every six months. This authorization would allow the Fuel Surcharge to remain at 7.69%.

**PUBLIC SERVICE COMMISSION
OF WEST VIRGINIA
CHARLESTON**

7.69%

At a session of the PUBLIC SERVICE COMMISSION OF WEST VIRGINIA in the city of Charleston on the 28th day of December 2023.

CASE NO. MC G.O. 56.4 (REOPENED)

In the matter of Emergency Fuel Surcharge for Certificated Common Carriers of Passengers and Property of Motor Vehicle.

COMMISSION ORDER

The Commission approves fuel cost surcharges. The surcharges authorized by this Order will be effective January 8, 2024 through June 30, 2024, unless otherwise ordered by the Commission. Previously authorized surcharges are extended by this Order and therefore expire effective January 7, 2024. Staff will continue to monitor fuel prices and update the Commission as the situation warrants, including a revised recommended surcharge if there is an increase or decrease in fuel prices greater than twenty percent.

BACKGROUND

The Commission historically has issued semi-annual Orders approving and implementing fuel surcharges for common carriers by motor vehicle.¹ In prior semi-annual Orders, the Commission required Staff to file a further memorandum requesting a reopening of this case and recommending revised surcharges, if necessary, based on fuel volatility represented by a twenty percent or greater increase or decrease in the price of regular grade gasoline, diesel fuel, or both, between semi-annual orders. The surcharges authorized by the June 27, 2023 Commission Order reflect the normal semi-annual review period and are based on the fuel cost projections reevaluated by Staff for the period July 1, 2023 through December 31, 2023. The current surcharges are in effect through December 31, 2023, and expire after that date.

On December 27, 2023, Commission Staff filed a Final Joint Staff Memorandum. Staff recommended that the Commission continue the current surcharge for the use of gasoline and continue the current surcharge for the use

additional distance increment of the taxicab trip, is reasonable and should be approved.

6. The Staff recommendation that the fuel surcharge to be implemented by wrecker operators should apply only to the actual charges for the tow or equipment used that is powered by fuel and, therefore, should not be applied to tariff charges that are not related to equipment powered by fuel, such as storage or additional manpower in the vehicle, is reasonable and should be approved.

7. Based on the forecasted increased costs of regular grade gasoline and diesel fuel, the following fuel surcharges should be approved for common carriers by motor vehicles:

Haulers of solid waste and/or infectious medical waste.	7.69%
Transporters of passengers, including but not limited to, taxicab and limousine companies.	19.56%
Wrecker companies for towing services with respect to their rates for third-party tows.	8.05%

8. If there is a twenty percent or greater increase or decrease in the price of either regular grade gasoline, diesel fuel, or both between our semi-annual reviews of fuel costs, it is reasonable to require Staff to file a further memorandum requesting a reopening of this case and recommend revised surcharges based on that increase or decrease in price.

9. Previously authorized fuel surcharges and related tariff sheets shall be authorized to continue until January 7, 2024, and are not extended beyond that date.

ORDER

IT IS THEREFORE ORDERED that the following fuel surcharges are approved for common carriers by motor vehicles:

Haulers of solid waste and/or infectious medical waste.	7.69%
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Transporters of passengers, including but not limited to, taxicab and limousine companies. 19.56%

Wrecker companies for towing services with respect to their rates for third-party tows. 8.05%

These surcharges apply as of January 8, 2024, to all tariff rates on file for the motor carriers set forth above and to all state-wide rates charged by wrecker companies for third-party tows provided that the carrier has filed a completed and accurate Fuel Surcharge Supplement, and will remain in effect through June 30, 2024, or until further Commission Order. These surcharges do not apply to contract carriers, nor do they apply to Medicaid rates.

IT IS FURTHER ORDERED that taxicab companies shall reflect the surcharge by (i) rounding, to the nearest cent, the surcharge for the initial (flag drop) part of the trip and (ii) rounding, to the nearest cent, the charge for each additional distance increment of the taxicab trip.

IT IS FURTHER ORDERED that wrecker operators shall apply the fuel surcharge only to the actual charges for the tow or equipment used that is powered by fuel.

IT IS FURTHER ORDERED that carriers may not implement any of the surcharges set forth in this Order if they fail to file with the Commission Tariff Office three copies of the form reflecting the fuel surcharge supplement applicable to the carrier on or before January 8, 2024. Carriers may use the applicable form attached to this order as Attachment A. Previously authorized fuel surcharges shall expire on January 7, 2024, and are not extended beyond that date.

IT IS FURTHER ORDERED that if there is a twenty percent or greater increase or decrease in the price of either regular grade gasoline, diesel fuel, or both after January 1, 2024, but before June 30, 2024, Staff shall file a further memorandum requesting a reopening of this case and recommend revised surcharges based on that increase or decrease in price.

IT IS FURTHER ORDERED that no later than June 16, 2024, Staff shall file a further memorandum recommending appropriate surcharges based on projected fuel prices for the period July 1, 2024 to December 31, 2024 or until otherwise ordered by the Commission.

Skinner/Randall moved to approve the Public Service Commission of WV (PSC) Fuel Surcharge Authorization to remain at 7.69%. The motion carried.

G.2 Approval to Search for and Purchase a Used Road Tractor Truck under \$25,000—
Jerry Arnold provided an overview of this request.

Randall/Skinner moved to approve the search for and purchase of a used Road Tractor Truck under \$25,000. The motion carried.

H. Board Members' Comments and Announcements

- **CJ Rylands:** Absent.
- **Scott Randall:** Mr. Randall wished all a Happy New Year.
- **Randy Sanders:** Mr. Sanders asked that everyone keep CJ Rylands in our thoughts and prayers as he was at a medical appointment today.
- **Amberle Jenkins:** Nothing further.
- **Jerry Arnold:** Nothing further.
- **Jay Hollen:** Nothing further.
- **Mayor Skinner:** Mayor Skinner wished all a Happy New Year.

I. Adjournment

Mayor Skinner adjourned the meeting at 7:49 AM.

Mayor Robert N. Skinner III

City Recorder Randall H. Sanders
