

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

A regular meeting of the Waste Collection Board was held on Thursday, February 05, 2026, at 7:30 a.m., in the Council Chambers of City Hall. The following individuals were in attendance (GTM indicates by GoToMeeting*):

Mayor	Robbie Skinner	Present - GTM
City Recorder	Randy Sanders	Present
Council Member	Pam Bucklew	Present
Board Member	J.T. Pinegar	Present
Director of Finance & Admin/Assistant Recorder	Amberle Jenkins	Present
City Hall Office Manager	Barbara Hinkle	Present
Director of Public Works	Ethan Crosten	Absent
Waste Department Superintendent	Dakota Arnold	Present
City Engineer	Jay Hollen	Present - GTM

Guests: None

*City of Buckhannon
Waste Collection Board Meeting Agenda
7:30 AM Thursday, February 05, 2026
Council Chambers | 70 East Main Street*

1. Call to Order
2. Moment of Silent Reflection
3. Pledge of Allegiance
4. Approval of Previous Meeting Minutes: 12/04/2025, 01/01/2026 Cancelled
5. Public Comment – Motion to Open & Close Requested
6. Recognition of Guests
7. Financial Report – Director of Finance, Amberle Jenkins
 - a. Approval Waste Collection Board Budget Revision
 - b. Approval Financing of a 2025 New Waste Collection 25 YD Rear Load Refuse Truck
8. Department Report – Waste Department Superintendent, Dakota Arnold
 - a. Waste Collection Report
 - b. Recycling Center Report
 - c. Transfer Station Report
 - d. 2025 Annual Operational Report for the Solid Waste Transfer Station Permit #SWF-5025
9. New Business Discussions:
 - a. Approval to Accept Bid Opening Results
 - i. New 96 YD Open Top Hydraulic Eject Transfer Trailer
 - b. Approval Recommendation Public Service Commission WV M.C. General Order No. 56.4 (Reopened) Recommendation: Fuel Surcharge Rate Change from 6.71% to 6.88% January 1, 2026, through June 30, 2026
 - c. Approval Use of the Public Works Facility at 395 Mud Lick Rd for the Upshur County Solid Waste Authority Free Paper Shred Event on 04/18/26, 9:00 am-12noon
 - d. Transfer Station Operations
 - i. Approval Closure on July 4th, November 28th and December 26th
 - e. Approval Wage Increase Cody Davis per Employee Classification System
10. Report of Events, Correspondence, and Information
 - a. Notice of Advertisement Accepting Applications for Waste Collection Truck Helper
 - b. 2026 Waste Collection Holiday Schedule
11. Board Members' Remarks and Announcements
12. Declaration of Adjournment

*This agenda was certified by Mayor Robbie Skinner on January 30, 2026. *Those who participated in this meeting virtually used this link: <https://global.gotomeeting.com/join/382929125>, or by phone: (669) 224-3412, Access code: 382-929-125.*

1. Call to Order: At 7:30 a.m., Mayor Robbie Skinner, attending by GTM, called the February 05, 2026 meeting of the Waste Board to order.

2. Moment of Silent Reflection: Skinner invited those in attendance to join in silent reflection.

3. Pledge of Allegiance: Recorder Sanders led those in attendance in the Pledge of Allegiance.

4. Approval of Previous Meeting Minutes: 12/04/2025, 01/01/2026 Cancelled - Mayor Skinner noted that the minutes for December 04, 2025 have been distributed for review and asked for any corrections or approval of those minutes as presented. He also noted that the January 01, 2026 meeting had been cancelled.

Bucklew/Pinegar moved to approve the meeting minutes from December 04, 2025. The motion carried.

5. Public Comment - Motion to Open & Close Requested: No action was necessary

6. Recognition of Guests: None

7. Financial Report—Director of Finance, Amberle Jenkins: Amberle Jenkins presented the January financial reports, and a discussion took place.

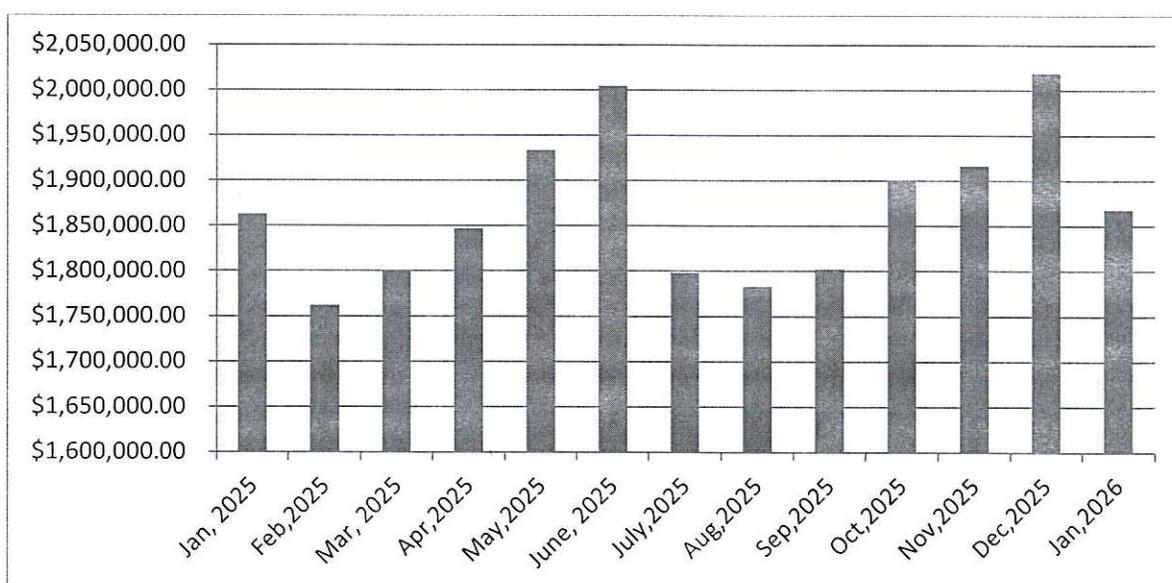
**WASTE BOARD
CITY OF BUCKHANNON
BALANCE SHEET**

Balance January 31, 2026

Money Market & Checking \$1,868,094.64

CD Citizens Bank	\$ 85,507.50
CDAR (April 2026)	\$ 28,668.94
CD	\$ 210,241.93

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



Money Market & Checking Trend

404-WASTE COLLECTION

% OF YEAR COMPLETED: 58.33

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
TAXES						
404-303-002-00 RECYCLE-ALUM METAL	14,000	0.00	132.00	0.00	13,868.00	0.94
404-303-003-00 RECYCLE-OCC-CARDBOARD	11,000	1,097.50	9,665.50	0.00	1,334.50	87.87
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	0	0.00	0.00	0.00	0.00	0.00
404-303-006-00 RECYCLE-ONP-NEWSPAPER	0	0.00	0.00	0.00	0.00	0.00
404-316-000-00 DUMPSTERS	2,000	0.00	6,683.00	0.00	(4,683.00)	334.15
404-317-000-00 DUMPSTER RENTAL	85,000	9,681.59	69,545.13	0.00	15,454.87	81.82
TOTAL TAXES	112,000	10,779.09	86,025.63	0.00	25,974.37	76.81
OTHER FEES						
404-341-000-00 FUEL SURCHARGE	120,000	16,499.80	114,591.67	0.00	5,408.33	95.49
TOTAL OTHER FEES	120,000	16,499.80	114,591.67	0.00	5,408.33	95.49
UTILITY BILLINGS						
404-350-000-00 WASTE COLLECTION BILLINGS	2,634,000	267,088.45	1,917,958.64	0.00	716,041.36	72.82
TOTAL UTILITY BILLINGS	2,634,000	267,088.45	1,917,958.64	0.00	716,041.36	72.82
HEALTH AND SAFETY						
404-355-000-00 TRANSFER ST/LANDFILL RECE	400,000	28,079.00	281,759.00	0.00	118,241.00	70.44
TOTAL HEALTH AND SAFETY	400,000	28,079.00	281,759.00	0.00	118,241.00	70.44
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	3,600	900.00	2,700.00	0.00	900.00	75.00
TOTAL GRANTS	3,600	900.00	2,700.00	0.00	900.00	75.00
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	175.00	0.00	25.00	87.50
TOTAL INTRAFUND CONTR/CHARGES	200	0.00	175.00	0.00	25.00	87.50
OTHER REVENUE						
404-380-000-00 INTEREST	500	0.00	221.25	0.00	278.75	44.25
404-381-000-00 MAINT BILLING OTHER DEPTS	0	0.00	0.00	0.00	0.00	0.00
404-399-000-00 WASTE COLL. SALES OF TAGS	3,700	267.71	3,317.80	0.00	382.20	89.67
404-399-000-01 WASTE MISCELLANEOUS	20,000	3,760.00	21,243.01	0.00	(1,243.01)	106.22
404-399-000-02 GAIN ON DISPOSAL OF ASSET	0	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER REVENUE	24,200	4,027.71	24,782.06	0.00	(582.06)	102.41
TOTAL REVENUE	3,294,000	327,374.05	2,427,992.00	0.00	866,008.00	73.71

404-WASTE COLLECTION

% OF YEAR COMPLETED: 58.33

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
WASTE DEPARTMENT						
SALARIES & BENEFITS						
404-530-103-00 WASTE EMPLOYEES SALARIES	813,000	96,214.61	507,329.13	0.00	305,670.87	62.40
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.	62,195	7,343.91	38,674.99	0.00	23,520.01	62.18
404-530-105-00 WASTE EMPLOYEE INSURANCE	202,000	15,618.24	143,924.26	0.00	58,075.74	71.25
404-530-106-00 WASTE EMPLOYEE RETIREMENT	73,170	8,659.35	45,659.90	0.00	27,510.10	62.40
TOTAL SALARIES & BENEFITS	1,150,365	127,836.11	735,588.28	0.00	414,776.72	63.94
CONTRACTUAL SERVICES						
404-530-213-00 WASTE COLL. UTILITIES	18,000	1,417.37	5,704.80	0.00	12,295.20	31.69
404-530-226-00 COMP, UNEMPL & INSURANCE	58,000	3,286.89	35,838.42	0.00	22,161.58	61.79
TOTAL CONTRACTUAL SERVICES	76,000	4,704.26	41,543.22	0.00	34,456.78	54.66
COMMODITIES						
404-530-341-00 SHOP MAINTENANCE	41,000	1,186.01	20,188.65	0.00	20,811.35	49.24
404-530-341-05 SAFETY EQUIPMENT	12,000	1,697.38	8,550.29	0.00	3,449.71	71.25
404-530-343-00 TRUCK MAINTENANCE	95,000	6,266.43	55,097.66	0.00	39,902.34	58.00
404-530-343-01 GAS & OIL EXPENSE 1,2,3,4	120,000	8,326.71	57,023.50	0.00	62,976.50	47.52
404-530-344-00 MAINTENANCE OTHER DEPTS.	2,200	0.00	133.94	0.00	2,066.06	6.09
404-530-345-00 WASTE COLL. UNIFORMS	25,000	1,085.87	10,677.10	0.00	14,322.90	42.71
TOTAL COMMODITIES	295,200	18,562.40	151,671.14	0.00	143,528.86	51.38
CAPITAL OUTLAY						
404-530-459-00 WASTE COLL. NEW EQUIPMENT	286,810	2,148.82	214,961.52	0.00	71,848.48	74.95
404-530-459-01 TOTER SYSTEM	10,000	0.00	8,798.82	0.00	1,201.18	87.99
TOTAL CAPITAL OUTLAY	296,810	2,148.82	223,760.34	0.00	73,049.66	75.39
CONTRIBUTIONS						
404-530-561-00 DUMPSTERS (NEW)	30,000	1,060.57	27,686.02	0.00	2,313.98	92.29
TOTAL CONTRIBUTIONS	30,000	1,060.57	27,686.02	0.00	2,313.98	92.29
NON-OPERATING EXPENSES						
404-530-999-00 COLLECTION MISCELLANEOUS	16,000	1,724.05	5,767.88	0.00	10,232.12	36.05
TOTAL NON-OPERATING EXPENSES	16,000	1,724.05	5,767.88	0.00	10,232.12	36.05
TOTAL WASTE DEPARTMENT	1,864,375	156,036.21	1,186,016.88	0.00	678,358.12	63.61
RECYCLING DEPARTMENT						
SALARIES & BENEFITS						
404-531-103-00 RECYCLING SALARIES	122,000	14,497.75	80,061.00	0.00	41,939.00	65.62
404-531-103-01 ADJUST COMPENSATED ABSENC	0	0.00	0.00	0.00	0.00	0.00
404-531-104-00 FICA TAX	9,333	1,109.07	6,124.61	0.00	3,208.39	65.62

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	30,000	1,105.96	11,234.44	0.00	18,765.56	37.45
404-531-106-00 GROUP RETIREMENT	10,980	1,304.81	7,205.50	0.00	3,774.50	65.62
TOTAL SALARIES & BENEFITS	172,313	18,017.59	104,625.55	0.00	67,687.45	60.72
CONTRACTUAL SERVICES						
404-531-213-00 UTILITIES	6,800	658.96	3,907.81	0.00	2,892.19	57.47
404-531-226-00 INSURANCE & BONDS	17,000	340.96	4,470.71	0.00	12,529.29	26.30
TOTAL CONTRACTUAL SERVICES	23,800	999.92	8,378.52	0.00	15,421.48	35.20
COMMODITIES						
404-531-343-00 TRUCK MAINTENANCE	16,000	0.00	3,153.81	0.00	12,846.19	19.71
404-531-343-01 FUEL - RECYCLING CENTER	13,000	1,175.58	9,841.32	0.00	3,158.68	75.70
404-531-343-02 EQUIPMENT MAINTENANCE	12,000	0.00	10,690.85	0.00	1,309.15	89.09
404-531-399-00 MISCELLANEOUS	5,400	60.00	4,667.59	0.00	732.41	86.44
TOTAL COMMODITIES	46,400	1,235.58	28,353.57	0.00	18,046.43	61.11
CAPITAL OUTLAY						
404-531-459-00 CAPITAL OUTLAY - NEW EQUI	2,700	1,266.38	1,266.38	0.00	1,433.62	46.90
TOTAL CAPITAL OUTLAY	2,700	1,266.38	1,266.38	0.00	1,433.62	46.90
TOTAL RECYCLING DEPARTMENT	245,213	21,519.47	142,624.02	0.00	102,588.98	58.16
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	2,324.59	12,478.46	0.00	17,521.54	41.59
TOTAL CONTRACTUAL SERVICES	30,000	2,324.59	12,478.46	0.00	17,521.54	41.59
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	2,324.59	12,478.46	0.00	17,521.54	41.59
TRANSFER STATION						
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SALARIES & BENEFITS						
404-533-103-00 SALARIES TRANSFER STATION	182,000	20,631.25	106,112.50	0.00	75,887.50	58.30
404-533-103-01 ADJUST COMPENSATED ABSENC	0	0.00	0.00	0.00	0.00	0.00
404-533-104-00 FICA TAX	13,923	1,571.42	8,069.52	0.00	5,853.48	57.96
404-533-105-00 GROUP INSURANCE	15,000	1,091.98	10,064.58	0.00	4,935.42	67.10

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	16,380	1,856.82	9,550.24	0.00	6,829.76	58.30
TOTAL SALARIES & BENEFITS	227,303	25,151.47	133,796.84	0.00	93,506.16	58.86
CONTRACTUAL SERVICES						
404-533-213-00 UTILITIES	9,000	821.39	3,335.27	0.00	5,664.73	37.06
404-533-216-00 DRAINAGE EXPENSE TRANSFER	8,000	532.00	1,788.00	0.00	6,212.00	22.35
404-533-226-00 INSURANCE & BONDS	24,000	272.77	12,476.89	0.00	11,523.11	51.99
TOTAL CONTRACTUAL SERVICES	41,000	1,626.16	17,600.16	0.00	23,399.84	42.93
COMMODITIES						
404-533-343-00 EQUIPMENT MAINTENANCE	40,000	2,374.72	15,750.03	0.00	24,249.97	39.38
404-533-343-01 FUEL/OIL TRANSFER STA. 7,	108,000	7,895.12	52,401.80	0.00	55,598.20	48.52
404-533-343-02 MAINTENANCE TRUCK/TRAILER	46,000	2,004.67	24,339.76	0.00	21,660.24	52.91
404-533-345-00 UNIFORMS	6,000	299.80	2,439.23	0.00	3,560.77	40.65
TOTAL COMMODITIES	200,000	12,574.31	94,930.82	0.00	105,069.18	47.47
CAPITAL OUTLAY						
404-533-459-00 NEW EQUIPMENT	201,956	136,186.00	136,186.00	0.00	65,770.00	67.43
404-533-460-00 TIPPING FEES	925,000	65,033.19	531,428.51	0.00	393,571.49	57.45
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	1,166,956	201,219.19	667,614.51	0.00	499,341.49	57.21
NON-OPERATING EXPENSES						
404-533-999-00 MISCELLANEOUS TRANSFER ST	5,300	280.65	4,957.51	0.00	342.49	93.54
TOTAL NON-OPERATING EXPENSES	5,300	280.65	4,957.51	0.00	342.49	93.54
TOTAL TRANSFER STATION	1,640,559	240,851.78	918,899.84	0.00	721,659.16	56.01
WASTE OFFICE/BOARD						
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SALARIES & BENEFITS						
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	199,000	23,484.39	128,505.65	0.00	70,494.35	64.58
404-534-103-01 ADJUST COMPENSATED ABSENC	0	0.00	0.00	0.00	0.00	0.00
404-534-104-00 FICA TAX	16,142	1,872.99	10,362.67	0.00	5,779.33	64.20
404-534-105-00 GROUP INSURANCE	15,000	542.94	8,869.08	0.00	6,130.92	59.13
404-534-106-00 GROUP RETIREMENT	18,990	2,100.16	11,458.86	0.00	7,531.14	60.34
404-534-107-00 INT EXP EXCAVATOR LOAN	0	0.00	0.00	0.00	0.00	0.00
TOTAL SALARIES & BENEFITS	261,132	29,000.48	166,196.26	0.00	94,935.74	63.64
CONTRACTUAL SERVICES						
404-534-218-00 POSTAGE	18,000	1,436.81	9,725.88	0.00	8,274.12	54.03
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	53,000	1,354.16	17,237.03	0.00	35,762.97	32.52

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	17,000	16.30	8,980.50	0.00	8,019.50	52.83
TOTAL CONTRACTUAL SERVICES	98,000	2,807.27	35,943.41	0.00	62,056.59	36.68
COMMODITIES						
404-534-353-00 PSC ASSESSMENTS	10,331	0.00	10,330.84	0.00	0.00	100.00
404-534-399-00 MISCELLANEOUS	0	0.00	0.00	0.00	0.00	0.00
TOTAL COMMODITIES	10,331	0.00	10,330.84	0.00	0.00	100.00
CAPITAL OUTLAY						
404-534-459-00 CAPTIAL EXPENSE	20,000	0.00	258.75	0.00	19,741.25	1.29
TOTAL CAPITAL OUTLAY	20,000	0.00	258.75	0.00	19,741.25	1.29
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	80,671	10,035.34	63,864.66	0.00	16,806.34	79.17
TOTAL NON-OPERATING EXPENSES	80,671	10,035.34	63,864.66	0.00	16,806.34	79.17
TOTAL WASTE OFFICE/BOARD	470,134	41,843.09	276,593.92	0.00	193,539.92	58.83
BAD DEBT						
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NON-OPERATING EXPENSES						
404-550-676-00 BAD DEBT EXPENSE(return c	0	0.00	0.00	0.00	0.00	0.00
TOTAL NON-OPERATING EXPENSES	0	0.00	0.00	0.00	0.00	0.00
TOTAL BAD DEBT	0	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	4,250,281	462,575.14	2,536,613.12	0.00	1,713,667.72	59.68
REVENUE OVER/(UNDER) EXPENDITURES	(956,281)	(135,201.09)	(108,621.12)	0.00	(847,659.72)	11.36

Waste January 2026 Payment of Bills

\$1,206.72- VJG ASSOCIATES – GLOVES & SAFETY GLASSES

\$1,970.93 –FLEET PRIDE – TIRE CHAINS FOR GARBAGE TRUCKS

\$111,191.00 – SPECTOR MANUFACTURING – 2026 OPEN TOP TRAILER

\$24,995.00 – CLEVELAND BROTHERS – 2020 SKID STEER

\$64,459.95 – WM CORPORATE – TIPPING FEES

FUND: WASTE COLLECTION

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
		530-343-00	WASTE COLL. UTILITIE	110 088 931 545 WASTE GARA	190.94
	MILLER SUPPLY	530-341-00	SHOP MAINTENANCE	PRSSRE RGLTRS-SHOP HEAT	352.60
	LAWSON PRODUCTS INC	530-341-00	SHOP MAINTENANCE	SHOP SPLY RSTCK-CBLE TIES	317.32
	VALLEY STEEL SERVICE	530-561-00	DUMPSTERS (NEW)	DMPSTR STEEL-DMPSTR REFR	869.01
		530-561-00	DUMPSTERS (NEW)	2-3" C CHNNEL-DUMPSTER	191.56
	LEAF	530-999-00	COLLECTION MISCELLAN	STR&WST COPIER LSE JAN 26	57.13
	RITE-WAY HEATING & PLUMBING	530-341-00	SHOP MAINTENANCE	GAS RGLTR,PIPE NPPLE-SHOP	44.87
	ENCOVA INSURANCE	530-226-00	COMP, UNEMPL & INSUR	WCN6007140 12-2-25-1-26	3,286.89
	HARPER LUMBER & BUILDING SUP	530-999-00	COLLECTION MISCELLAN	DRYWLL SCRW.S.TPE-OFF RMDL	38.61
	AIRGAS USA, LLC	530-341-00	SHOP MAINTENANCE	CYLINDER LEASE-WELD SHOP	100.00
	WV PUBLIC EMPLOYEES INSURANC	530-105-00	WASTE EMPLOYEE INSUR	WAS JAN 2026 HEALTH INS	15,078.62
		530-105-00	WASTE EMPLOYEE INSUR	WAS JAN 2026 RETIREE FEE	180.00
	MATHENY MOTOR TRUCK CO	530-343-00	TRUCK MAINTENANCE	DEF LINES,DEF SCTN LNE-R8	284.18

FUND: WASTE COLLECTION

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
		530-343-00	TRUCK MAINTENANCE	DEF HEATER LINE-R8	132.99
		530-343-00	TRUCK MAINTENANCE	PILR CVRS,PNLS-R2,R3,R8	375.52
		530-343-00	TRUCK MAINTENANCE	GSKTS SPREOIL SEAL-R8	162.12
	NAPA-AMTOWER AUTO SUPPLY	530-343-00	TRUCK MAINTENANCE	HYDRAULIC HOSE&CPLNG-R1	185.50
		530-343-00	TRUCK MAINTENANCE	EXHAUST HEAT WRAP-R8	69.85
		530-343-00	TRUCK MAINTENANCE	HYDARAULIC HOSE-R1	122.78
		530-343-00	TRUCK MAINTENANCE	OIL CHANGE-R17	60.82
		530-343-00	TRUCK MAINTENANCE	SEALANT & FUSE HOLDER-R2	27.43
		530-343-00	TRUCK MAINTENANCE	CABIN AIR FILTERS-R2, R3	32.00
		530-343-00	TRUCK MAINTENANCE	OIL, FUEL, AIR FILTERS-R8	187.13
	LOWES BUSINESS ACCOUNTS/SYNC	530-341-00	SHOP MAINTENANCE	PCRD-25OFT SPOOL THERMOSTA	79.66
		530-999-00	COLLECTION MISCELLAN	PCRD-CHAIN FOR DUMPSTERS G	484.68
		530-341-00	SHOP MAINTENANCE	PCRD-4"X60" PIPE	31.96
	WV PUBLIC EMPLOYEES RETIREME	530-106-00	WASTE EMPLOYEE RETIR	WV RETIREMENT CONTRIBUTION	1,782.80
		530-106-00	WASTE EMPLOYEE RETIR	WV RETIREMENT CONTRIBUTION	1,658.93
		530-106-00	WASTE EMPLOYEE RETIR	WV RETIREMENT CONTRIBUTION	1,714.18
		530-106-00	WASTE EMPLOYEE RETIR	WV RETIRE TIER2 CONTRIBUTI	1,075.15
		530-106-00	WASTE EMPLOYEE RETIR	WV RETIRE TIER2 CONTRIBUTI	1,122.91
		530-106-00	WASTE EMPLOYEE RETIR	WV RETIRE TIER2 CONTRIBUTI	1,305.38
	DISBURSEMENTS ACCOUNT-ALL DE	530-105-00	WASTE EMPLOYEE INSUR	JAN 2026 DENTAL & VISION	359.62
	SYLVESTER W. LOWTHER	530-343-00	TRUCK MAINTENANCE	DUMPSTER CBLE-GRBGE TRCKS	302.00
	ENTERPRISE FM TRUST	530-459-00	WASTE COLL. NEW EQUI	25XTJH 2022 RAM 2500	969.95
		530-459-00	WASTE COLL. NEW EQUI	25PXL 2022 CHEVY EQUINOX	305.74
		530-459-00	WASTE COLL. NEW EQUI	25QBXR 2022 RAM 1500 CLASS	433.57
		530-459-00	WASTE COLL. NEW EQUI	25QBZM 2022 RAM 1500 CLASS	439.56
	JOHN BOGCESS dba VJG ASSOCIA	530-341-05	SAFETY EQUIPMENT	GLVE,SFTY GLSS-WS	1,206.72
	RELIABLE TIRE COMPANY	530-343-00	TRUCK MAINTENANCE	TIRES&SECTION RPRS	1,075.00
		530-343-00	TRUCK MAINTENANCE	TIRES	585.00
		530-343-00	TRUCK MAINTENANCE	1 DRIVE TIRE	195.00
	FLEET PRIDE	530-343-00	TRUCK MAINTENANCE	TIRE CHAINS-GRBGE TRCK	1,970.93
	ST JOSEPH HOSPITAL OF BUCKHA	530-999-00	COLLECTION MISCELLAN	LAB TEST THOMAS TENNEY	68.00
		530-999-00	COLLECTION MISCELLAN	LAB TEST TERRY HAWKINS	100.00
		530-999-00	COLLECTION MISCELLAN	LAB TEST BRADLY CTRIGHT	100.00
		530-999-00	COLLECTION MISCELLAN	LAB TEST DAKOTA ARNOLD	100.00
	WALMART STORES INC -BUCKHANN	530-343-00	TRUCK MAINTENANCE	PCRD-TIRES FOR 2022 EQUINO	423.12
	BENNY'S BOOT HILL	530-341-05	SAFETY EQUIPMENT	BOOTS&COAT-THOMAS TENNEY	314.90
	DUNCAN FARNELL INC	530-999-00	COLLECTION MISCELLAN	TERRA FLX STDH FY 2026	105.60
	INTERNAL REVENUE SERVICE	530-104-00	WASTE COLL. F.I.C.A.	FICA WITHHELD AND MATCHED	1,960.48
		530-104-00	WASTE COLL. F.I.C.A.	FICA WITHHELD AND MATCHED	1,908.07
		530-104-00	WASTE COLL. F.I.C.A.	FICA WITHHELD AND MATCHED	2,083.41
		530-104-00	WASTE COLL. F.I.C.A.	MEDICARE WITHHELD & MATCHE	458.49
		530-104-00	WASTE COLL. F.I.C.A.	MEDICARE WITHHELD & MATCHE	446.23
		530-104-00	WASTE COLL. F.I.C.A.	MEDICARE WITHHELD & MATCHE	487.23
	AMAZON.COM	530-341-00	SHOP MAINTENANCE	PCRD-PLASMA CUTTER SHIELD	19.99
		530-341-00	SHOP MAINTENANCE	PCRD-PLASMA TORCH DEFUSER	249.87
		530-341-00	SHOP MAINTENANCE	PCRD-PLASMA TORCH TIPS	29.99
		530-341-00	SHOP MAINTENANCE	PCRD-MIG WIRE WELDING LENS	179.75
		530-999-00	COLLECTION MISCELLAN	PCRD-2026 VACATION SCHEDUL	32.85
		530-999-00	COLLECTION MISCELLAN	PCRD-GARAGE DOOR SWITCH CO	162.65
		530-999-00	COLLECTION MISCELLAN	PCRD-WHITE OUT FIRST AID K	474.53
	AT&T MOBILITY	530-213-00	WASTE COLL. UTILITIE	PCRD-NOV25 CellPhn & GeoTa	40.21
		530-213-00	WASTE COLL. UTILITIE	PCRD-NOV25 CellPhn & GeoTa	145.62
	FRONTIER	530-213-00	WASTE COLL. UTILITIE	472-1651-101515-4 CITY HAL	120.39
		530-213-00	WASTE COLL. UTILITIE	472-4443-101915-4 WASTE	123.73

FUND: WASTE COLLECTION

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
		530-213-00	WASTE COLL. UTILITIE	304-003-2273-060600-4	24.18
		530-213-00	WASTE COLL. UTILITIE	472-1651-101515-4 CITY HAL	122.20
		530-213-00	WASTE COLL. UTILITIE	472-4443-101915-4 WASTE	125.58
		530-213-00	WASTE COLL. UTILITIE	304-003-2273-060600-4	24.18
	CUMMINS SALES & SERVICE FAIR	530-343-00	TRUCK MAINTENANCE	OIL PAN GASKET-R8	75.06
	FLYERS ENERGY LLC	530-343-01	GAS & OIL EXPENSE 1,	WASTE FUEL BILL DEC 2025	8,326.71
	CINTAS	530-345-00	WASTE COLL. UNIFORMS	WAS UNIFORM 1.2.26	260.99
		530-345-00	WASTE COLL. UNIFORMS	WAS ST T/S UNIFORMS 1-8-26	274.96
		530-345-00	WASTE COLL. UNIFORMS	WAS UNIFORM 1.15.26	274.96
		530-345-00	WASTE COLL. UNIFORMS	WAS UNIFORM 1.22.26	274.96
		530-341-05	SAFETY EQUIPMENT	FIRST AID- WSTE 12.30.25	175.76
	HOPE GAS	530-213-00	WASTE COLL. UTILITIE	230000169353 WASTE	297.54
	CITYNET LLC	530-213-00	WASTE COLL. UTILITIE	PCRD-DEC25 WASTE FIBER BIL	100.00
	**PAYROLL EXPENSES			1/01/2026 - 1/31/2026	96,214.61
				TOTAL:	156,036.21
RECYCLING DEPARTMENT	MON POWER	531-213-00	UTILITIES	110 088 931 701 RECYCLING	457.89
	ENCOVA INSURANCE	531-226-00	INSURANCE & BONDS	WCN6007140 12-2-25-1-1-26	340.96
	WV PUBLIC EMPLOYEES INSURANC	531-105-00	GROUP INSURANCE	WAS JAN 2026 HEALTH INS	1,081.96
		531-105-00	GROUP INSURANCE	WAS JAN 2026 RETIREE FEE	24.00
	WV PUBLIC EMPLOYEES RETIREME	531-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	347.99
		531-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	427.68
		531-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	393.03
		531-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	48.13
		531-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	37.78
		531-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	50.20
	MOUNTAIN STATE PEST GUARD	531-399-00	MISCELLANEOUS	WASTE JAN 2026 PEST CNTRL	60.00
	INTERNAL REVENUE SERVICE	531-104-00	FICA TAX	FICA WITHHELD AND MATCHED	272.87
		531-104-00	FICA TAX	FICA WITHHELD AND MATCHED	320.64
		531-104-00	FICA TAX	FICA WITHHELD AND MATCHED	305.34
		531-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	63.81
		531-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	74.99
		531-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	71.42
	AT&T MOBILITY	531-213-00	UTILITIES	PCRD-NOV25 CellPhn & GeoTa	51.80
	FLYERS ENERGY LLC	531-343-01	FUEL - RECYCLING CEN	WASTE FUEL BILL DEC 2025	1,175.58
	HOPE GAS	531-213-00	UTILITIES	230000169348 RECYCLE CENTE	149.27
	STRATEGY LLC	531-459-00	CAPITAL OUTLAY - NEW	COMPUTER	1,266.38
	**PAYROLL EXPENSES			1/01/2026 - 1/31/2026	14,497.75
				TOTAL:	21,519.47
LANDFILL	BUCKHANNON UTIL BOARDS	532-216-01	TREATMENT OF LEACHAT	JAN 2026 LEACHATE	1,829.05
	STURM ENVIRONMENTAL SERVICES	532-216-01	TREATMENT OF LEACHAT	DEC 25 LAB-LEACHATE	318.00
	HARRISON RURAL ELECTRIC	532-216-01	TREATMENT OF LEACHAT	WAS ELEC TRKY RUN 1.15.26	177.54
				TOTAL:	2,324.59
TRANSFER STATION	MON POWER	533-213-00	UTILITIES	110 088 931 610 MUD LICK R	533.24
	ENCOVA INSURANCE	533-226-00	INSURANCE & BONDS	WCN6007140 12-2-25-1-1-26	272.77
	WV PUBLIC EMPLOYEES INSURANC	533-105-00	GROUP INSURANCE	WAS JAN 2026 HEALTH INS	1,079.98
		533-105-00	GROUP INSURANCE	WAS JAN 2026 RETIREE FEE	12.00
	MATHENY MOTOR TRUCK CO	533-343-01	FUEL/OIL TRANSFER ST	275 GALLONS DEF	495.00
	NAPA-AMTOWER AUTO SUPPLY	533-343-02	MAINTENANCE TRUCK/TR	MDFLPS-R11, R19	27.60
		533-343-02	MAINTENANCE TRUCK/TR	LIGHTS-R11,R19	17.21
		533-343-02	MAINTENANCE TRUCK/TR	TIRE VLVE,WSHR FL-R11&R19	144.85
		533-343-02	MAINTENANCE TRUCK/TR	RATCHET STRAPS-T/S TRKS	44.44

FUND: WASTE COLLECTION

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
		533-343-02	MAINTENANCE TRUCK/TR	WIPER BLADES-R16	38.82
		533-343-02	MAINTENANCE TRUCK/TR	WIPER BLADES-R11	30.98
	SPECTOR MANUFACTURING, INC.	533-459-00	NEW EQUIPMENT	2026 OPEN TOP TRAILER	111,191.00
	STURM ENVIRONMENTAL SERVICES	533-216-00	DRAINAGE EXPENSE TRA	DEC 25 LAB-LANDFILL	532.00
	BRECHBUHLER SCALES INC	533-343-00	EQUIPMENT MAINTENANC	SCALE INSPECTION-T/S	1,002.30
	LOWES BUSINESS ACCOUNTS/SYNC	533-343-00	EQUIPMENT MAINTENANC	DOOR HANDLE-T/S OFFCE	36.08
		533-343-00	EQUIPMENT MAINTENANC	PCRD-REMOTE GATE OPENER	69.96
	WV PUBLIC EMPLOYEES RETIREME	533-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	416.88
		533-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	365.85
		533-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	441.18
		533-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	213.73
		533-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	203.38
		533-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	215.80
	RELIABLE TIRE COMPANY	533-343-02	MAINTENANCE TRUCK/TR	TIRES	600.00
		533-343-02	MAINTENANCE TRUCK/TR	1 TRLR TIRE	200.00
	FLEET PRIDE	533-343-01	FUEL/OIL TRANSFER ST	TRANS FLUID-R19	409.98
	INTERNAL REVENUE SERVICE	533-104-00	FICA TAX	FICA WITHHELD AND MATCHED	431.64
		533-104-00	FICA TAX	FICA WITHHELD AND MATCHED	389.36
		533-104-00	FICA TAX	FICA WITHHELD AND MATCHED	452.58
		533-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	100.95
		533-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	91.05
		533-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	105.84
	AMAZON.COM	533-999-00	MISCELLANEOUS TRANSF	PCRD-BOXES OF SPLIT PAPER	175.65
	CLEVELAND BROTHERS EQUIPMENT	533-459-00	NEW EQUIPMENT	2020 SKID STEER	24,995.00
	TIRE AND RUBBER INC	533-460-00	TIPPING FEES	TIRE DISPOSAL 1.17.26	248.24
	WM CORPORATE SERVICES, INC.	533-460-00	TIPPING FEES	DEC 2025 TIPPING FEES	53,889.71
		533-460-00	TIPPING FEES	DEC C&D TIPPING FEE	2,209.92
		533-460-00	TIPPING FEES	JAN 1-15.26 C&D TIPPING FE	8,360.32
	NEWLONS INTERNATIONAL SALES	533-343-02	MAINTENANCE TRUCK/TR	TURN SIGNAL SWITCH-R11	863.13
		533-343-02	MAINTENANCE TRUCK/TR	RADIATOR HOSE-R19	37.64
	AT&T MOBILITY	533-213-00	UTILITIES	PCRD-NOV25 CellPhn & GeoTa	38.85
	FRONTIER	533-213-00	UTILITIES	472-4443-101915-4 WASTE	123.72
		533-213-00	UTILITIES	472-4443-101915-4 WASTE	125.58
	FLYERS ENERGY LLC	533-343-01	FUEL/OIL TRANSFER ST	WASTE FUEL BILL DEC 2025	6,990.14
	CINTAS	533-345-00	UNIFORMS	TS UNIFROM 1.2.26	74.95
		533-999-00	MISCELLANEOUS TRANSF	TS TOWELS 1.8.26	35.00
		533-345-00	UNIFORMS	WAS ST T/S UNIFORMS 1-8-26	74.95
		533-999-00	MISCELLANEOUS TRANSF	T/S TOWELS 1.15.26	35.00
		533-345-00	UNIFORMS	T/S UNIFORM 1.15.26	74.95
		533-999-00	MISCELLANEOUS TRANSF	T/S TOWELS 1.22.26	35.00
		533-345-00	UNIFORMS	T/S UNIFORM 1.22.26	74.95
	STRATEGY LLC	533-343-00	EQUIPMENT MAINTENANC	COMPUTER	1,266.38
	SINES HOME APPLIANCE SERVICE	533-460-00	TIPPING FEES	13 FREON RMVL-12.9.25-1.6.	325.00
	**PAYROLL EXPENSES			1/01/2026 - 1/31/2026	20,631.25
				TOTAL:	240,851.78
WASTE OFFICE/BOARD	RALSTON PRESS INC	534-999-00	GEM & ADM MISC BILLI	5000 WNDW ENVLPE-CH	128.62
	B&H PHOTO & ELECTRONICS CORP	534-999-00	GEM & ADM MISC BILLI	PCRD-MICRO CONVERTER SDI-H	16.40
	ENCOVA INSURANCE	534-226-00	INSURANCE & BONDS	WCN6007140 12-2-25-1-1-26	16.30
	WV PUBLIC EMPLOYEES INSURANC	534-105-00	GROUP INSURANCE	WAS JAN 2026 HEALTH INS	518.94
		534-105-00	GROUP INSURANCE	WAS JAN 2026 RETIREE FEE	24.00
	WV PUBLIC EMPLOYEES RETIREME	534-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	322.59
		534-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	338.11
		534-106-00	GROUP RETIREMENT	WV RETIREMENT CONTRIBUTION	323.54

FUND: WASTE COLLECTION

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
		534-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	390.95
		534-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	378.71
		534-106-00	GROUP RETIREMENT	WV RETIRE TIER2 CONTRIBUTI	346.26
	BUCKHANNON POSTMASTER	534-218-00	POSTAGE	PERMIT #10 POSTAGE	1,000.00
		534-218-00	POSTAGE	PERMIT #10 FIRST CLASS PRE	92.50
	THOMAS J O'NEILL	534-223-00	PROFESSIONAL SERVICE	FEB 2026 ATTORNEY FEES	1,354.16
	COLLECTION ACCOUNT	534-999-00	GEM & ADM MISC BILLI	DEC 2025 CREDIT CARD FEES	2,711.14
	INDEED.COM	534-999-00	GEM & ADM MISC BILLI	PCRD-CLERICAL AD FOR CITY	44.04
	WASTE COLLECTION BOARD	534-999-00	GEM & ADM MISC BILLI	DEC 2025 LOC FEES	217.50
	RODNEY T IRVIN JR	534-999-00	GEM & ADM MISC BILLI	CNCL CHMBRS A/V WORK	25.00
	WVNET	534-999-00	GEM & ADM MISC BILLI	PCRD-JULY-SEPT 25 WEB HOST	26.25
		534-999-00	GEM & ADM MISC BILLI	PCRD-DOMAIN NAME RENEWAL	3.00
		534-999-00	GEM & ADM MISC BILLI	WEB HSTNG OCT-DEC 2025	26.25
	INTERNAL REVENUE SERVICE	534-104-00	FICA TAX	FICA WITHHELD AND MATCHED	491.28
		534-104-00	FICA TAX	FICA WITHHELD AND MATCHED	564.83
		534-104-00	FICA TAX	FICA WITHHELD AND MATCHED	461.89
		534-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	114.87
		534-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	132.09
		534-104-00	FICA TAX	MEDICARE WITHHELD & MATCHE	108.03
	AMAZON.COM	534-999-00	GEM & ADM MISC BILLI	PCRD-ELGATO EXTERNAL CAPTU	28.58
		534-999-00	GEM & ADM MISC BILLI	PCRD-SOAP GLADE PLUG IHS	8.26
		534-999-00	GEM & ADM MISC BILLI	PCRD-6 GALLONS OF BLEACH	12.25
	LYNX WV INC	534-999-00	GEM & ADM MISC BILLI	IT SERVICES JAN 2026	450.00
	KOMAX LLC	534-999-00	GEM & ADM MISC BILLI	SEALING SLTN-PSTGE MCHNE	10.30
	US POSTAL SERVICE (CMRS-FP)	534-218-00	POSTAGE	JAN 2026 POSTAGE BY PHONE	250.00
	FP FINANCE PROGRAM	534-218-00	POSTAGE	JAN 2026 MAILER & INSERT	94.31
	OPTIMUM B2B, DEPT. 1264	534-999-00	GEM & ADM MISC BILLI	JAN 2026 CH INTERNET	212.50
	TYLER TECHNOLOGIES INC	534-999-00	GEM & ADM MISC BILLI	UTL BILL ATO IVR STE OCT-D	2,417.50
		534-999-00	GEM & ADM MISC BILLI	OCT-DEC 2025 BILLING NOTIF	597.88
	SAMS CLUB	534-999-00	GEM & ADM MISC BILLI	PCRD-TOILET PAPER FOR CH &	19.67
	HEWLETT PACKARD FINANCIAL SE	534-999-00	GEM & ADM MISC BILLI	FEB 2026 PLOTTER RNT	78.90
	STRATEGY LLC	534-999-00	GEM & ADM MISC BILLI	JAN 2026 IT CONTRACT	1,750.00
	BEENVERIFIED	534-999-00	GEM & ADM MISC BILLI	PCRD-DEC 2025 BACKGROUND C	7.50
	COMFORTECH LLC	534-999-00	GEM & ADM MISC BILLI	CH ANNUAL MAINT 2026	1,243.50
	**PAYROLL EXPENSES			1/01/2026 - 1/31/2026	24,484.39
				TOTAL:	41,843.09

Pinegar/Bucklew moved to accept the January 2026 financial reports as presented. The motion carried.

9. New Business Discussions:

a. Approval to Accept Bid Opening Results, i. New 96 YD Open Top Hydraulic Eject Transfer Trailer - Brought forward for consideration was: a. *Approval to Accept Bid Opening Results, i. New 96 YD Open Top Hydraulic Eject Transfer Trailer.* Amberle Jenkins and Dakota Arnold reviewed the December bid opening for the second custom-built waste trailer with the Board. The lowest bid was submitted by Spector Inc. in the amount of \$119,000, approximately \$8,000 higher than the first trailer purchased earlier in the fiscal year for \$111,000. It was discussed that the increase is likely attributable to rising steel costs and possible tariff impacts. A second bid was received but was submitted after the deadline and exceeded \$150,000. Both trailers had previously been approved for replacement due to being beyond repair, and the purchase of the second trailer had already been planned for the upcoming budget year. The Board agreed that delaying the purchase would likely result in further cost increases.

**ADVERTISEMENT FOR BIDS
CITY OF BUCKHANNON**

(1) NEW 96 YD OPEN TOP HYDRAULIC EJECT TRANSFER TRAILER

The City of Buckhannon will be accepting sealed bids for (1) New 96 YD Open Top Hydraulic Eject Transfer Trailer.

Bids will be received until Tuesday, December 23, 2025, at 9:00 a.m. All bids will be sealed and clearly marked "Sealed Bid for 96 YD Open Top Transfer Trailer."

A complete bid packet may be obtained at Buckhannon City Hall, 70 East Main St., Buckhannon, WV 26201, from 8:30 a.m. to 4:30 p.m. Monday – Friday.

Please direct all questions to Dakota Arnold at 304-642-4948.

The City of Buckhannon reserves the right to reject any and all bids. (run dates 12/10,12/17)

City of Buckhannon Waste Department
96 YARD OPEN TOP TRAILER

9:00AM 12/23/2025
Bid Opening Sign-In and Results Sheet

Name	Company	Email Address	Contact Phone Number	Bid Bond Included (Y/N)	Base Bid Amount
Dakota Arnold	COB	-	304-642-4948		
Barb Hinkle	COB	-	304-472-1151		
Spector Manufacturing	-	-	570-429-2510	Y	119,736.00

Note:
Upon review of the received bids, it appears as if Spector Manufacturing is the apparent low bidder depending on review of the specifications.

Pinegar/Bucklew moved to approve the \$119,000 bid from Specter Inc. for the new 96 YD Open Top Hydraulic Eject Transfer Trailer. The motion carried unanimously.

Continuation of 7. Financial Report – Director of Finance, Amberle Jenkins

a. Approval Waste Collection Board Budget Revision – Mrs. Jenkins and Mr. Arnold presented the details of the proposed Waste Collection Board Budget Revision to the Board. Several line items required adjustment to align the budget with actual expenditures: Health insurance costs were under-budgeted and required an increase; Waste Collection employee wages increased by \$24,000; New Equipment (534.59) was reduced by \$30,000 because financing on a truck purchase began later than expected, eliminating six months of planned payments; Recycling salaries increased slightly, while Recycling group insurance was reduced by \$9,000 due to a misclassification. The budget already included \$201,956 for the newly approved trailer purchase. The Board also discussed acquiring a used skid steer from the Water Department for \$5,000, pending Water Board approval. Waste staff noted that this model is identical to their existing unit, is in significantly better condition, and would require minimal refurbishment. The skid steer would be used in high-wear areas where equipment is frequently damaged. To accommodate all adjustments—including the trailer purchase and potential skid steer acquisition—the budget requires an additional \$85,736 from cash on hand. The revised cash-on-hand balance will be \$1,042,117, sufficient to cover all listed revisions. The revision ensures all line items are properly funded for the remainder of the fiscal year.

Bucklew/Pinegar moved to approve the Waste Collection Board Budget Revision as presented. The motion carried.

Waste Budget Rev #2	2/5/2026				
Expenses					
404-530-103-00	Waste Employee Salaries	\$ 813,000.00	\$ 9,500.00	\$ 822,500.00	
404-530-104-00	Waste FICA	\$ 62,195.00	\$ 1,500.00	\$ 63,695.00	
404-530-105-00	Waste Employee Insurance	\$ 202,000.00	\$ 24,000.00	\$ 226,000.00	
404-530-106-00	Waste Employee Retirement	\$ 73,170.00	\$ 1,000.00	\$ 74,170.00	
404-530-345-00	Waste Collection Uniforms	\$ 25,000.00	\$ (3,000.00)	\$ 22,000.00	
404-530-459-00	Waste Collection New Equip	\$ 286,810.00	\$ (30,000.00)	\$ 256,810.00	
404-531-103-00	Recycling Salaries	\$ 122,000.00	\$ 9,200.00	\$ 131,200.00	
404-531-104-00	Recycle FICA	\$ 9,333.00	\$ 700.00	\$ 10,033.00	
404-531-105-00	Recycle group ins	\$ 30,000.00	\$ (9,000.00)	\$ 21,000.00	
404-531-106-00	Recycle Retirement	\$ 10,980.00	\$ 900.00	\$ 11,880.00	
404-531-226-00	Recycle Insurance-bonds	\$ 17,000.00	\$ (5,000.00)	\$ 12,000.00	
404-532-216-01	Treatment of Leachate	\$ 30,000.00	\$ (7,000.00)	\$ 23,000.00	
404-533-103-00	transfer station salaries	\$ 182,000.00	\$ (2,000.00)	\$ 180,000.00	
404-533-105-00	Transfer station group Insurance	\$ 15,000.00	\$ 2,000.00	\$ 17,000.00	
404-534-103-00	Waste Office clerk,Engineer	\$ 199,000.00	\$ 4,000.00	\$ 203,000.00	
404-534-105-00	Waste Office Group Insurance	\$ 15,000.00	\$ 2,700.00	\$ 17,700.00	
404-533-459-00	Transfer Station New Equip	\$ 201,956.00	\$ 86,236.00	\$ 288,192.00	Open top trailer 96yd.\$119736 & SkidSteer from Water \$5000
			\$ 85,736.00		Needed for budget revisions. Will increase the balance on had from \$956,281 to 1,042,017.

b. Approval Financing of a 2025 New Waste Collection 25 YD Rear Load Refuse Truck – Mrs. Jenkins reviewed financing proposals for the second new waste truck, priced at \$264,000. All local banks were solicited for rates, and two proposals were received: Citizens Bank at 4.625%; First Community Bank at 4.75%. Citizens Bank submitted the lowest rate for a five-year term. Staff requested approval to finance the \$264,000 truck through Citizens on a five-year term. The Board agreed that Citizens offered the most favorable financing option.

Skinner/Bucklew moved to approve the financing of a 2025 New Waste Collection 25 YD Rear Load Refuse Truck through Citizens Bank for 4.625% for a five-year term. The motion carried.

8. Department Report – Waste Department Superintendent, Dakota Arnold

a. Waste Collection Report – Mr. Arnold reported that the annual DEP Operational Report has been completed and submitted as required. In equipment and personnel updates, the department took delivery in December of a 2020 Caterpillar skid steer purchased under the \$25,000 bid threshold, which included both a warranty and a maintenance plan, and has performed well. On January 5, new float driver and mechanic helper Tommy Tenney began work and has shown strong performance. The new Western Star road tractor was delivered on January 20 and is now in service. Longtime scale house operator Rob Woods retired on January 24, and BJ Teets has transitioned into the scale house role. On January 29, the Rotary Club soft-plastic baler was delivered and installed at the Recycling Center and is now operational. Interviews have been completed for a new helper position, with hiring pending drug test and background check results. The first of the open-top trailers has been delivered and will enter service once plates and registration are received. The newly financed 25-yard garbage truck is built and may be delivered as early as next week. One of the department’s road tractors required a refurbished transmission and new PTO at a cost of \$6,500, which will appear on next month’s agenda. Despite significant winter weather, the department experienced minimal service disruptions, with only one truck requiring assistance and only minor route delays. The only major interruption occurred when the landfill was closed for one Monday. Staff performance during the weather events was excellent. Preliminary pricing is being gathered for potential fabric cover-all structures for next year’s budget, and staff expressed appreciation for the additional holidays granted in December.

b. Recycling Center Report

City of Buckhannon Recycling Center Totals for 2025											
January	28.67										
February	61.97										
March	32.84										
April	61.4										
May	29.62										
June	54.82										
July	62.15										
August	28.32										
September	45.25										
October	62.15										
November	55.58										
December	67.09										
Total	589.86										
	OCC	ONP	MGOP	Plastic	Steel	Alum.	App.	Y/D Debris	E-Waste	Total	
1st Quarter	72.4	10.56	2.9	5.2	1.8	1.5	20.36	7.4	1.36	123.48	
2nd Quarter	64.19	4.1	1.2	3.9	1.4	1.1	64.35	4.8	0.8	145.84	
3rd Quarter	71.13	5.2	1.2	4.6	1.3	1.4	43.95	5.8	1.14	135.72	
4th Quarter	84.6	5	1.4	4.6	1.3	1.4	79.58	5.8	1.14	184.82	
yard debris collected by the Street Department								92.8		92.8	
Total	292.32	24.86	6.7	18.3	5.8	5.4	208.24	116.6	4.44	682.66	
Totals 2024											
	232.6	87.21	7	9.28	4.06	5.03	168.91	128.6	4.25	646.94	

c. Transfer Station Report

City of Buckhannon
Transfer Station Yearly Totals 2025

	2024	2025	
Total Transactions	40,296	42,092	
Total Weight	18,135.59	19,051.88	
Total Cash Received	\$458,016.91	\$497,836.54	
Total City Trucks	\$827,527.94	\$833,457.95	10,043.32 tons
Total Charge	\$258,038.36	\$286,049.49	
Grand total	\$1,543,583.21	\$1,630,433.98	
Total C/D Material		5,020.76	
Total Commercial/Residential		13,075.57	
Bulky Goods	Steel	Waste	Total
		19.2	43.26
			62.46

City of Buckhannon
70 East Main Street
Buckhannon, WV 26201



Phone: 304.472.1651
TDD: 304.472.9550
Fax: 304.472.0934

January 2nd, 2026

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/WV0109753, EXP. 4/24/2030
2025 ANNUAL OPERATIONAL REPORT

Ladies/Gentlemen:

We hereby submit the Annual Operational Report for Permit No. SWF-5025/WV0109753, 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 2025 is 19,051.88 tons (2024 was 18,135.59) of which 5,020.76 tons was Construction/Demolition and 13,075.57 tons was Commercial/Residential material (2024 was 4302.42 tons and 12,951.09 tons, respectively). The 2025 total monthly average tonnage was 1,587.66 (2024 was 1,511.3). All material was taken to Meadowfill landfill in Harrison county, WV.

Groundwater monitoring took place quarterly at outlet #001. 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 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 2025 is as follows: Upshur County 80%; Lewis County – 8%; other counties – 12%.

City of Buckhannon
70 East Main Street
Buckhannon, WV 26201



Phone: 304.472.1651
TDD: 304.472.9550
Fax: 304.472.0934

The Recycling Center received and processed a total of 682.66 tons of material during 2025 (2024 was 646.94) with the following breakdown by type and quantity:

Aluminum cans	5.4 tons	Steel Cans	5.8 tons
Cardboard	292.32 tons	Plastics	18.3 tons
Office paper	6.7 tons	Electronics	4.44 tons
Newspaper	24.86 tons	Yard Debris	<u>116.6 tons</u>
Appliances/Misc Steel	208.24 tons		
		Total.....	682.66 tons

Sincerely,

Dakota B. Arnold
City of Buckhannon
Waste Collection Superintendent

9. New Business Discussions

a. Approval to Accept Bid Opening Results, i. New 96 YD Open Top Hydraulic Eject Transfer Trailer – Action taken earlier in the meeting.

b. Approval Recommendation Public Service Commission WV M.C. General Order No. 56.4 (Reopened) Recommendation: Fuel Surcharge Rate Change from 6.71% to 6.88% January 1, 2026, through June 30, 2026 - The Board reviewed the Public Service Commission’s semiannual fuel surcharge recommendation, which increases the rate from 6.71% to 6.88% for the period of January 1 through June 30. This adjustment raises the residential inside-city base bill from \$21.31 to \$22.78, an increase of \$1.47. After a brief discussion noting continued fuel cost pressures, the Board took the following action:

Pinegar/Bucklew moved to approve the PSC’s recommended surcharge rate. The motion carried.

From 6.71% to 6.88%

FUEL SURCHARGE SUPPLEMENT TO CARRIER'S TARIFF

DATE 1-27-26
NAME OF MOTOR CARRIER City of Buckhannon Waste Collection Bd
ADDRESS 70 E Main St
Buckhannon WV 26201
TELEPHONE NO. 304 472 1651
CONTACT PERSON Amberlie Jenkins Director Finance & Administration
CERTIFICATE NO. _____

I hereby file a fuel surcharge supplement to the tariff of the above carrier, in the amount of 6.88%, as authorized by the Public Service Commission of West Virginia, in M.C. General Order No. 58.4 dated December 23, 2023. I understand that this surcharge will expire by the terms of the Commission Order on June 30, 2026, 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 Base Residential Tariff Rate excluding fuel surcharge \$ see below
New Fuel Surcharge Amount (Base Residential Tariff Rate times
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) _____

Amberlie Jenkins
Signature

Director of Finance & Administration
Position with Carrier

Fuel Surcharge	1-Jan-26			
	Rate - excluding fuel surcharge	Fuel Surcharge	Rate with fuel surcharge	
		6.88%		
Residential Inside city limits	\$ 21.31	\$ 1.47	\$ 22.78	
Residential Outside city limits	\$ 23.86	\$ 1.64	\$ 25.50	
Commercial Inside city limits	\$ 30.58	\$ 2.10	\$ 32.68	
Commercial Outside city limits	\$ 35.67	\$ 2.45	\$ 38.12	
	Rate change from 6.71% to 6.88%			

c. Approval Use of the Public Works Facility at 395 Mud Lick Rd for the Upshur County Solid Waste Authority Free Paper Shred Event on 04/18/26 9:00 am-12noon - The Board considered a request from the Upshur County Solid Waste Authority to use the Public Works facility at 395 Mud Lick Road for the annual community paper shred event. The event is scheduled for April 18 from 9:00 a.m. to 12:00 p.m., consistent with past practice of hosting this service at the same location.

Bucklew/Pinegar moved to approve the use of the Public Works Facility at 395 Mud Lick Rd for the Upshur County Solid Waste Authority Free Paper Shred Event on 04/18/26 9:00 am-12noon. The motion carried.

d. Transfer Station Operations, i. Approval Closure on July 4th, November 28th, and December 26th - The Board reviewed the proposed closure schedule for the Transfer Station, which allow closure of the facility on July 4 (Saturday), November 28 (the Saturday following Thanksgiving), and December 26 (the Saturday following Christmas). No objections were raised by Board members.

Pinegar/Bucklew moved to approve the Transfer Station closure on July 4th, November 28th, and December 26th. The motion carried.

e. Approval Wage Increase Cody Davis per Employee Classification System - Cody Davis was recommended for a wage increase after obtaining his Class D license and taking on additional responsibilities, including operating the department's non-CDL trucks and learning to run the scale house. He was commended by Mr. Arnold for his strong work ethic, reliability, and consistent willingness to work extra hours and assist wherever needed. Based on his performance and expanded duties, the Board was asked to move him up one classification, raising his hourly rate from \$17.60 to \$19.00.

Pinegar/Bucklew moved to approve the wage increase for Cody Davis per the Employee Classification System. The motion carried.

10. Report of Events, Correspondence, and Information – Mayor Skinner provided an overview of the following to the Board:

a. Notice of Advertisement Accepting Applications for Waste Collection Truck Helper

City of Buckhannon
Waste Collection Department
Garbage Truck Helper

The City of Buckhannon Waste Collection Department is accepting applications until January 23, 2026 for the following positions:

One full-time garbage truck collection helper

Job Benefits and Compensation

- Hourly rate starting at **\$15.00 per hour** depending on combination of education, skills, and qualifications
- Full City benefits include insurance, retirement, sick time and vacation time.
- Annual work boot allowance
- Work clothing provided

Candidates must:

- Be 18 years of age or older
- Driver must possess a valid WV driver license
- Possess a High School diploma or equivalent
- Be in good physical condition. This job includes, but is not limited to, lifting up to 50 pounds as well as climbing
- Willing to work in all forms of inclement weather

Eligible candidates will be subject to a background check and drug test.

Applications may be obtained at City Hall, 70 E Main St, Buckhannon WV, Mon-Fri 8:30 am to 4:30 pm or call 304-472-1651.

The City of Buckhannon is an EEOC employer committed to the principle of equal opportunity for all qualified persons.

b. 2026 Waste Collection Holiday Schedule

City of Buckhannon

2026 Waste Collection Operations			Garbage Service	Transfer Station
January 1, 2026	Thursday	New Year's Day 2025	No	Closed
January 19, 2026	Monday	Martin Luther King, Jr. Day	Will Operate	Closed
February 16, 2026	Monday	President's Day	Will Operate	Closed
May 12, 2026	Tuesday	Primary Election	Will Operate	Closed
May 25, 2026	Monday	Memorial Day	No	Closed
June 19, 2026	Friday	West Virginia Day	Will Operate	Closed
July 3, 2026	Friday	Independence Day	Will Operate	Closed
July 4, 2026	Saturday			Closed
September 7, 2026	Monday	Labor Day	No	Closed
October 12, 2026	Monday	Columbus Day	Will Operate	Closed
November 3, 2026	Tuesday	General Election	Will Operate	Closed
November 11, 2026	Wednesday	Veteran's Day	Will Operate	Closed
November 26, 2026	Thursday	Thanksgiving Day	No	Closed
November 27, 2026	Friday	Thanksgiving Friday	Will Operate	Closed
November 28, 2026	Saturday			Closed
December 25, 2026	Friday	Christmas Day	No	Closed
December 26, 2026	Saturday			Closed
January 1, 2027	Friday	New Year's Day 2027	No	Closed

11. Board Members' Remarks and Announcements

Pamela Bucklew – Mrs. Bucklew thanked Dakota Arnold for the great report.

J.T. Pinegar – Mr. Pinegar had nothing further.

12. Declaration of Adjournment

At 8:04 a.m., Pinegar made a motion to adjourn the regular meeting.

Mayor Robert N. Skinner III

City Recorder Randall H. Sanders
