Greater Greenville SANITATION

1600 West Washington Street
Greenville, SC 29601
864-232-6721

APRIL 24, 2019 COMMISSION MEETING MINUTES

Attendees:	**Commissioners:**	Scott Porter, Tony Earnest, Clay Jones, Ken Ledford, David Armstrong
Attendees:	**Staff:**	Steve Cole, Chuck LaGrange, Brandon Hunter, Dennis Hampton, Bobby Freeman, Don Beal, Heidi McIlwain, Corey Rosemond, Donnie Heard, Stacy Wood, Tonya Vaughn, Natoysha Stern
Absent Attendees:		
Third Party Attendees:		Ed Paxton – Resident, Bruce Wilson – Resident

Agenda:

1. Mr. Clay Jones called the meeting to order at 4:00pm

Invocation: Dennis Hampton

Approval of Minutes:

Last Meeting Minutes – March 26, 2019

Outcome: **Accepted.**

1st Motion – Tony Earnest
2nd Motion – Ken Ledford
Commissioners Approved (5-0)

New Business:

Second Reading of Annual Budget

Outcome: **Accepted.**

1st Motion – Tony Earnest
2nd Motion – Ken Ledford
Commissioners Approved (5-0)

New Business:

The following sections can be reviewed with the enclosed Greater Greenville Sanitation Power Point Slide Packet. Reference pages 5-6.

Annexation of 517 Havenhurst Drive

A resolution to approve the annexation of certain properties located at **517 Havenhurst Drive**. This proposed annexation has met all requirements for consideration including a signed petition by the property owner and a Notice of a Public Hearing in the Community Journal.

Outcome: **Accepted.**

1st Motion – Tony Earnest
2nd Motion – Ken Ledford
Commissioners Approved (5-0)

Annexation of 10879 Park West Boulevard

A resolution to approve the annexation of certain properties located at **10879 Park West Boulevard**. This proposed annexation has met all requirements for consideration including a signed petition by the property owner and a Notice of a Public Hearing in the Community Journal.

Outcome: **Accepted.**

1st Motion – David Armstrong
2nd Motion – Ken Ledford
Commissioners Approved (5-0)

Speakers:

- **Ed Paxton – Resident**
  - Stated that he feels the budget would be more meaningful if capital is split up. Also thinks that items over $5K should be broken out.
  - Does not think Commissioner's should put supervisor's on the spot when speakers come in with questions. They should tell speaker's that they will get back to them after they have had time to review the question asked.

- **Bruce Wilson – Resident**
  - Wanted to inform the Commission that he is in the process of filing a complaint with the US Attorney's office for actions by GGSC employees and Greenville County Council. He asked that no emails be deleted.

The following sections can be reviewed with the enclosed Greater Greenville Sanitation Power Point Slide Packet. Reference pages 5-30.

Safety, Health and Human Services – Heidi McIlwain

(Pages 12-15)

- 1 liability claims and 0 auto claims.

- We currently have 115 employees and 11 temporary employees. For a total of 126 employees.
- 2 employees out on FMLA/STD.
- 3 employees out on Worker's Compensation.
- Employee Events
  - Family Fun Day at the Greenville Zoo: Saturday, September 21st.

Financials – Steve Cole

- **Financial Review for March 2019**

(Pages 7-11)

  - Outside of salaries and parts, we would be on par.
  - March Operations Budget is $943,538 and actual is $1,025,776. We are over budget approximately $82K.
  - Total Company Wide we are over approximately $100K year to date which is not bad considering where we are right now.
  - Tax Collection this year for March was $388,500.98, last March was $278,270.39. YTD we are $290K ahead in tax collections. Growth in district contributes to the overage.
  - Total bank balances at the end of March was $10,549,193.

- **Topic:** **Financial Review for March 2019.**

Outcome: **Accepted.**

1st Motion – Ken Ledford
2nd Motion – Scott Porter
Commissioners Approved (5-0)

Maintenance – Dennis Hampton

(Pages 16-19)

- Diesel fuel usage is down but don't see it staying this way.
- Fuel cost up and expects it to go up more due to unrest in other countries.
- Tires usage is slightly under, but this will go up some during the warmer month.
- Parts budget is up some for March.

Public Affairs – Chuck LaGrange

(Pages 20-22)

- China is to cut "solid waste" imports to zero next year.
- We had 59 new recyclers for the month of February. The average tonnage of FY is 320. FY total tonnage is 2,879 and total FY rebate is $99,793.

Education – Brandon Hunter

(Pages 23)

- WasteLAB is picking up as the school year is wrapping up.
- More schools are inquiring about recycling.
- HOG Day is coming up next weekend.
- Chuck, Steve and Brandon will be attending the SWANA conference in May. Brandon will be presenting at the conference.

Operations (Yard Waste, Residential and Commercial Collections)

Operations and Commercial - Don Beal

(Page 24)

- We are currently training several key positions in order to backfill some employees that have exited.
- Donnie Heard was promoted to Front Loader Supervisor.

Residential Collection - Bobby Freeman

(Page 25)

- Changes are taking place, but the job remains the same.
- Work morale is good and no major distractions.

Yard Waste - Corey Rosemond

(Pages 26)

- Crews are working and together to catch up on routes.

Administration Report – Steve Cole

(Pages 27)

- Survey on the additional 124 property has been received and we should close in the next couple of weeks.

- Items to discuss in Executive Session: Greenville County Solid Waste and Personnel, Highway 124.

Commissioner Committee Reports

Scott Porter

- Reviewed the Emergency Action Plan with Tracy. She did a great job.

Tony Earnest

- Operations is moving along well and doing a great job. Yard Waste is working hard to get ahead.

David Armstrong

- Will discuss legal issues in Executive Session.

Ken Ledford

- Will be getting with Dennis Hampton to go over the property, what improvements have been made and what needs to be done.
- Getting with Heidi to go over the Wellness Center and how it is doing.

Clay Jones

- Inquired about cell phone usage in vehicles. Dennis informed him that Tracy is developing a cell phone policy.

Motion: To Enter Executive Session:

- **Topics:** Greenville County Solid Waste and Personnel, Highway 124.

Time: 5:02pm

1st Motion – Ken Ledford
2nd Motion – Dave Armstrong
Commissioners Approved (5-0)

Motion: To Exit Executive Session:

Time: 5:59pm

1st Motion – Ken Ledford

2nd Motion – Dave Armstrong
Commissioners Approved (5-0)

Motion: To Adjourn Meeting:

Time: 6:00pm

1st Motion – Tony Earnest
2nd Motion – Ken Ledford
Commissioners Approved (5-0)

Clay C Jones III

Clay Jones
Chairman

5-28-19

Date

TAX COLLECTION SUMMARY 2018-2019 AS OF APRIL 30, 2019

	CURRENT TAX MILL	LAST YR TAX MILL	CURRENT FEE	LAST YR FEE	CURRENT MOTOR C	LAST YR MOTOR C	CURRENT MER INV	LAST YR MER INV	TOTAL CURRENT	TOTAL LAST YR	VARIANCE
Jul-18	70,235.13	61,881.34	34,595.00	40,708.90	1,928.14	2,394.42	7,122.98	-	113,881.25	104,984.66	8,896.59
Aug-18	66,696.12	75,535.44	46,090.00	56,941.10	3,991.98	1,974.59		7,438.13	116,778.10	141,889.26	(25,111.16)
Sep-18	62,939.25	65,184.21	43,625.00	45,825.00	640.93	800.24	-	-	107,205.18	111,809.45	(4,604.27)
Oct-18	77,883.88	88,570.44	50,780.00	130,765.00	272.32	298.87	-	7,438.13	128,936.20	227,072.44	(98,136.24)
Nov-18	224,443.81	462,910.19	491,800.00	898,698.62	152.85	341.43	-	-	716,396.66	1,361,950.24	(645,553.58)
Dec-18	1,754,470.34	1,474,614.76	3,515,415.00	3,048,416.38	150.66	421.05	7,122.98	-	5,277,158.98	4,523,452.19	753,706.79
Jan-19	1,883,646.61	1,844,845.64	2,677,470.00	2,639,150.00	975.81	1,170.99	6,992.15	-	4,569,084.57	4,485,166.63	83,917.94
Feb-19	164,972.55	130,212.80	277,129.95	204,815.00	1,344.28	792.03	-	7,122.98	443,446.78	342,942.81	100,503.97
Mar-19	149,085.20	103,436.23	239,380.00	174,675.00	35.78	159.16	-	-	388,500.98	278,270.39	110,230.59
Apr-19	387,496.50	356,477.85	142,330.00	108,000.00	670.91	90.34	6,992.15	7,122.98	537,489.56	471,691.17	65,798.39
May-19		-		-		-		-	-	-	-
Jun-19		-		-		-		-	-	-	-
TOTALS	4,841,869.39	4,663,668.90	7,518,614.95	7,347,995.00	10,163.66	8,443.12	28,230.26	29,122.22	12,398,878.26	12,049,229.24	349,649.02

April 30, 2019

NAME OF BANK ACCOUNT	ACCOUNT BALANCE	TRUST INSTITUTION	GL NUMBER
TD - CAPITAL ACCOUNT	698,142	TD BANK	1125000
TD - HEALTH & DENTAL	377,155	TD BANK	1135000
TD - WORKER'S COMP	1,003,273	TD BANK	1155000
TD - TPA WORK COMP	24	TD BANK	1156000
TD - BOND ESCROW	244,127	TD BANK	1175000
TD - CD	262,862	TD BANK	1185000
TD - OPERATIONS	7,449,596	TD BANK	1195000
TD - PAYROLL	-	TD BANK	1196000
TOTAL BANK BALANCE	$ 10,035,178		
	APPROVED:	DATE:	5-28-19

510 REPORT

APRIL 30, 2019

		APRIL BUDGET	APRIL ACTUAL	YTD BUDGET	YTD ACTUAL	YTD VARIANCE
1	REVENUES					
2	PROPERTY TAXES	-	149,085	-	4,436,260	
3	SANITATION FEES	-	239,030	-	7,367,395	
4	INTEREST INCOME	-	4,779	-	32,603	
5	RECYCLING REVENUE	-	10,845	-	87,415	
6	SUBSCRIPTION SERVICES	-	57,044	-	391,750	
7	OTHER INCOME	-	36,391	-	5,003,087	
8						
9	TOTAL REVENUES	-	497,174	-	17,318,510	
10						
11	OPERATIONAL EXPENSES					
12	SALARIES	$ 336,697	321,578	3,508,139	3,446,548	$ 61,591
13	SUBLET LABOR	-	28,969	150,000	530,800	(380,800)
14	SAFETY & TRAINING	3,500	2,684	35,000	12,717	22,283
15	EMPLOYEE AWARDS	-	1,188	17,000	31,389	(14,389)
16	SOCIAL SECURITY TAXES	26,354	23,643	268,187	253,375	14,812
17	RETIREMENT/ SCRS	49,641	38,091	505,174	434,935	70,238
18	UNEMPLOYMENT TAXES	2,861	726	29,111	4,685	24,425
19	EMPLOYEE WELLNESS	5,417	3,079	54,167	42,038	12,129
20	MEDICAL INSURANCE	104,167	114,616	1,041,667	974,152	67,515
21	WORKER'S COMP	16,667	60,054	166,667	268,826	(102,159)
22	LIABILITY INSURANCE	4,792	4,791	47,917	49,800	(1,883)
23	VEHICLE & PROPERTY INSURANCE	5,125	6,953	51,250	74,184	(22,934)
24	LANDFILL DISPOSAL	141,667	172,452	1,416,667	1,646,221	(229,554)
25	YARDWASTE PROCESSING	-	32,162	-	83,916	(83,916)
26	OPERATING SUPPLIES	5,000	2,957	50,000	40,446	9,554
27	DAMAGE REPAIRS & CLAIMS	1,000	3,777	10,000	51,135	(41,135)
28	TELEPHONE	4,000	3,730	40,000	59,226	(19,226)
29	FINES & ASSESSMENTS	1,250	-	12,500	6,985	5,515
30	LANDFILL CLOSURE	83	-	833	-	833
31	UNIFORM RENTAL	2,000	6,050	46,000	73,638	(27,638)
32	FUEL	72,917	49,056	729,167	493,192	235,975
33	LUBRICANTS	6,667	6,527	66,667	63,891	2,776
34	PARTS/OUTSIDE REPAIRS	52,083	42,810	520,833	519,700	1,133

510 REPORT
APRIL 30, 2019

35	TIRES	29,167	25,694	291,667	242,339	49,327
36	SHOP SUPPLIES	1,000	4,216	10,000	39,378	(29,378)
37	JANITORAL SUPPLIES & SERVICES	1,000	-	10,000	1,564	8,436
38	BUILDINGS & GROUNDS	5,833	3,924	58,333	56,792	1,541
39	UTILITIES	6,667	6,425	66,667	68,359	(1,692)
40	SECURITY	5,833	5,494	58,333	63,414	(5,080)
41	ENVIRONMENTAL REPAIRS	500	-	5,000	-	5,000
42	DOT TESTING & COMPLIANCE	1,667	346	16,667	3,886	12,780
43	OFFICE SUPPLIES	15,000	15,859	150,000	175,750	(25,750)
44	PROFESSIONAL SERVICES	6,667	7,764	66,667	274,098	(207,431)
45	AUDIT FEES	-	-	15,000	15,500	(500)
46	BUSINESS LUNCHEON, MEETING,ETC	625	256	6,250	2,929	3,321
47	PROFESSIONAL DUES	208	209	2,083	1,470	614
48	BUSINESS TRAVEL	10,000	1,222	22,000	6,286	15,714
49	LEGAL ADVERTISING	458	133	4,583	1,287	3,296
50	TAX REFUNDS	-	-	8,000	-	8,000
51	RECYCLING EDUCATION	1,250	585	12,500	20,822	(8,322)
52	RECYCLING MARKETING	1,250	-	12,500	-	12,500
53	PROMOTING COMMUNITY GREEN	1,250	-	12,500	345	12,156
54	DEBT SERVICE	20,277	-	202,773	1,170,036	(967,262)
55						
56	TOTAL OPERATIONAL EXPENSE	950,538	998,020	9,798,467	11,306,052	(1,507,585)
57						
58	EQUIPMENT (VEHICLES)	-	1,205	1,245,000	3,307,823	(2,062,823)
59	NON-EQUIP (CONT, CARTS, ETC.)	40,000	100,933	440,000	509,135	(69,135)
60						
61	TOTAL CAPITAL EXPENSE	40,000	102,138	1,685,000	3,816,958	(2,131,958)
62						
63	TOTAL COMPANY WIDE EXPENSE	$ 990,538	1,100,158	11,483,467	15,123,009	$ (3,639,542)

OPERATIONS UNDER/(OVER) BUDGET $ (1,507,585)

TOTAL UNDER/(OVER) BUDGET $ (3,639,542)

APPROVED BY: Clay C Jarrett DATE: 5-28-19