



February 28th, 2023, COMMISSION MEETING MINUTES

Attendees:

Commissioners:

Scott Porter
Tony Earnest
Ken Ledford
Amanda Cass
Brian Garrison

Attendees:

Staff:

Steve Cole
Dennis Hampton
Laura Prichard
Carmel Williams
Brian Chambers

Third Party Attendees:

Ed Paxton – Resident

Agenda Items:

1. Open Meeting:

Mr. Scott Porter called the meeting to order at 4:00 pm

2. Invocation:

Dennis Hampton

3. Approval of Minutes:

Last Meeting Minutes – January 24th, 2022

Outcome:

Accepted.

1st Motion – Ken Ledford

2nd Motion – Tony Earnest

Commissioners Approved (5-0)

New Business:

4. Amendment to Commission Bylaws

Steve Cole

- Discussed the Amendment to the Commission Bylaws that was handed out last month.
- The Amendment to Commission Bylaws attachment was handed out to all meeting attendees.

Topic: Approval of the Amendment to Commission Bylaws

Outcome:

Accepted.

1st Motion – Brian Garrison

2nd Motion – Ken Ledford

Commissioners Approved (5-0)

5. Speakers:

Ed Paxton – Resident:

- Requested to know where the meeting minutes were from the Budget Retreat Meeting held on 2.24.23.

- Steve Cole responded that the minutes will be available at the next meeting.
- Suggested yard waste pickup frequency change.

6. Financial Review

Laura Prichard

January 2023

- Salaries year to date through the month of January were over budget \$287k. Total salary and sublet labor for the month of January was under budget \$29k. There were 4 pay periods in January.
- Landfill, Recycling and Yard Waste for the month of January was \$240k and \$1,524k for the year. Total under budget YTD \$129k.
- Recycling tonnage for January was 282. There was no recycling revenue in January. The year-to-date net cost of recycling was \$69k.
- Total disposal tonnage for January was 7,090 tons for a net cost of \$240k.
- Yard waste cost for January was \$61k.
- Fleet cost for January was \$211k this was over budget \$30k. YTD fleet cost are over budget \$324k.
- As of January 31, 2023, we were over budget \$764k. Capital expense YTD was over budget \$929k and operations expense was under budget \$164k.
- Tax Collection in January was \$8,899,370, last January was \$5,582,077. We are \$312k ahead of last year's collections.
- Bank balances at the end of January were \$10,199,652.

Topic: Financial Review for January 2023

Outcome:

Accepted.

1st Motion – Tony Earnest

2nd Motion – Amanda Cass

Commissioners Approved (5-0)

New Business:

7. Human Resources, Safety & Training

Heidi McIlwain

- As of February 22, 2023, we have 119 Operations employees, 20 Temporary Employees, 11 Maintenance employees and 12 Administrative employees for a total of 162 employees.
- 4 employees out on Medical Leave.
- 1 employee out on Worker's Compensation Leave
- Vehicular accidents and property damage incidents in December 2022 & January 2023.
 - 7 vehicle accidents with 2 at fault
 - At fault accident was a driver in training
 - 8 Property Damage Incidents with 4 at fault
 - 1 employee suspended for one week.
 - 2 employees received warnings.
 - 1 employee received verbal coaching.
- We are continuing to research companies for a new EHS software system. All the benefits of finding new EHS software to use were discussed.
- Driver Training for January/February so far:
 - 13 employees- Automated Side Loader Training
 - 4 employees-Flat Bed Driver Advanced Training
 - 17 employees-New CDL Driver Candidates (UPDATED)
 - 4 employees-CDL Driver Candidate Assessments

New Business:

8. Maintenance

Dennis Hampton

January

- | | |
|--|--------|
| • Total Work Orders | 424 |
| • Preventative Maintenance Work Orders | 171 |
| • Total Gallons for Fuel | 27,845 |
| • Three more side loaders received. | |

- Changed vendors for hydraulic valves/controls, saving 30-65% from dealers.

New Business:

9. Administration

Steve Cole

- We have taken delivery of 5 automated side loaders. We expect the first automated side loader to hit the route by the middle of March.
- The City of Travelers Rest has indicated they will continue to use GGSC for garbage & yard waste collection and use Evergreen Recycling for recycling pickup.
- The sticker and hang tag campaign for the automated side loader routes is in full swing. There will be 4 routes left to complete after this week.
- Recycling hang tags reminding customers about the last week of recycling should all be given out by the end of next week.
- We are talking with Evergreen Recycling about purchasing any extra recycling carts that we have or that may be returned.

10. Commissioner Committee Reports

Scott Porter

- Interested in knowing if we are still working on getting the Evergreen Recycling information out to our current customers?
 - Steve Cole responded that GGSC will get that information out.
- Discussed the Subcommittee assignments.
 - Scott Porter-Legal/Property & Public Relations
 - Tony Earnest-Operations & Human Resources
 - Ken Ledford-Equipment
 - Amanda Cass-Medical & Human Resources
 - Brian Garrison-Safety/Planning & Development

Tony Earnest

- Currently working with Steve Cole to get a spare driver for each route as a backup so that 2 people are familiar with each route.

Ken Ledford

- Looking forward to working alongside Dennis Hampton in Equipment.

Amanda Cass

- Nothing to report.

Brian Garrison

- Enjoyed a recent lunch with 5 of our customers that all expressed how satisfied they are with GGSC's service.

Motion: To Adjourn the Meeting:

End Time: 4:37 pm

1st Motion – Ken Ledford

2nd Motion – Tony Earnest

Commissioners Approved (5-0)



Scott Porter

Chairman

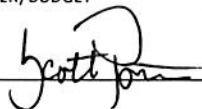
03/28/2023

Date

510 REPORT
FEBRUARY 28, 2023

		FEBRUARY BUDGET	FEBRUARY ACTUAL	YTD BUDGET	YTD ACTUAL	YTD VARIANCE
1	REVENUES					
2	PROPERTY TAXES	-	164,284	-	5,452,579	
3	SANITATION FEES	-	256,108	-	10,152,707	
4	INTEREST INCOME	-	8,151	-	31,065	
5	RECYCLING REVENUE	-	-	-	29,171	
6	SUBSCRIPTION SERVICES	-	75,289	-	724,891	
7	OTHER INCOME	-	159,485	-	7,359,858	
8						
9	TOTAL REVENUES	-	663,316	-	23,750,271	
10						
11	OPERATIONAL EXPENSES					
12	SALARIES	\$ 459,395	488,861	4,073,622	4,390,192	\$ (316,569)
13	SUBLET LABOR	-	-	-	188	(188)
14	SAFETY & TRAINING	250	(950)	3,000	5,447	(2,447)
15	EMPLOYEE AWARDS	2,000	923	51,000	64,566	(13,566)
16	SOCIAL SECURITY TAXES	35,912	36,117	309,739	324,593	(14,854)
17	RETIREMENT/ SCRS	79,981	83,840	709,218	741,945	(32,728)
18	UNEMPLOYMENT TAXES	773	1,031	6,667	4,900	1,767
19	EMPLOYEE WELLNESS	1,250	121	10,000	1,391	8,609
20	MEDICAL INSURANCE	120,833	151,524	966,668	1,020,067	(53,399)
21	WORKER'S COMP	20,834	19,671	166,672	151,950	14,722
22	LIABILITY INSURANCE	6,800	7,907	54,400	58,666	(4,266)
23	VEHICLE & PROPERTY INSURANCE	13,700	15,023	109,600	110,839	(1,239)
24	LANDFILL DISPOSAL	180,000	130,466	1,530,000	1,203,380	326,620
25	RECYCLING DISPOSAL	10,400	12,393	78,400	110,513	(32,113)
26	YARDWASTE PROCESSING	31,000	39,645	323,500	421,391	(97,891)
27	OPERATING SUPPLIES	5,000	4,674	40,000	38,974	1,026
28	DAMAGE REPAIRS & CLAIMS	5,000	6,118	40,000	42,818	(2,818)
29	TELEPHONE	6,000	6,761	48,000	52,291	(4,291)
30	FINES & ASSESSMENTS	200	-	9,400	7,758	1,642
31	LANDFILL CLOSURE	-	-	-	-	-
32	UNIFORM RENTAL	10,000	10,754	90,000	111,719	(21,719)
33	FUEL	61,836	81,292	533,333	831,962	(298,629)
34	LUBRICANTS	6,184	13,710	53,334	50,774	2,560
35	PARTS/OUTSIDE REPAIRS	65,700	161,429	566,667	705,690	(139,023)
36	TIRES	27,053	36,844	233,333	254,961	(21,628)
37	SHOP SUPPLIES	4,000	6,062	32,000	42,633	(10,633)
38	JANITORIAL SUPPLIES & SERVICES	500	955	4,000	8,764	(4,764)
39	BUILDINGS & GROUNDS	9,584	18,392	76,666	100,436	(23,770)
40	UTILITIES	7,000	8,948	56,000	68,210	(12,210)
41	SECURITY	7,000	5,794	56,000	50,018	5,982
42	ENVIRONMENTAL REPAIRS	500	5,221	4,000	8,251	(4,251)
43	DOT TESTING & COMPLIANCE	2,000	4,357	16,000	18,572	(2,572)
44	OFFICE SUPPLIES	15,583	19,181	124,664	122,571	2,093
45	PROFESSIONAL SERVICES	11,667	7,244	93,336	145,457	(52,121)
46	AUDIT FEES	-	-	17,000	17,000	-
47	BUSINESS LUNCHEON, MEETING, ETC	625	718	5,000	4,871	129
48	PROFESSIONAL DUES	210	-	1,680	185	1,495
49	BUSINESS TRAVEL	835	-	6,680	1,803	4,877
50	LEGAL ADVERTISING	100	-	800	1,640	(840)
51	TAX REFUNDS	415	75	3,320	2,040	1,280
55	DEBT SERVICE	112,121	-	896,968	-	896,968
56						
57	TOTAL OPERATIONAL EXPENSE	1,322,240	1,386,974	11,400,667	11,301,305	99,362
58						
59	EQUIPMENT (VEHICLES)	-	1,087,184	833,000	2,789,980	(1,956,980)
60	NON-EQUIP (CONT, CARTS, ETC.)	37,500	2,103	300,000	323,327	(23,327)
61	BUILDING PROJECTS	-	-	-	-	-
62						
63	TOTAL CAPITAL EXPENSE	37,500	1,089,287	1,133,000	3,113,307	(1,980,307)
64						
65	TOTAL COMPANY WIDE EXPENSE	1,359,740	2,476,261	12,533,667	14,414,612	(1,880,945)
	OPERATIONS UNDER/(OVER) BUDGET					99,362
	TOTAL UNDER/(OVER) BUDGET					\$ (1,880,945)

APPROVED BY:



DATE:

03/28/2023

TAX COLLECTION SUMMARY 2022-2023 AS OF FEBRUARY 28, 2023

	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-22	77,566.93	79,221.86	42,425.00	46,210.00	1,342.61	1,669.38	0.00	0.00	121,334.54	127,101.24	(5,766.70)
Aug-22	83,657.99	83,088.81	39,855.00	45,625.00	1,348.91	0.00	6,993.61	7,191.84	131,855.51	135,905.65	(4,050.14)
Sep-22	123,910.20	107,000.75	142,085.00	146,390.00	1,373.80	2,390.17	0.00	-	267,369.00	255,780.92	11,588.08
Oct-22	83,789.44	78,608.69	115,415.00	86,525.00	1,331.90	-	6,993.61	-	207,529.95	165,133.69	42,396.26
Nov-22	477,700.73	223,303.91	1,080,990.00	480,430.00	0.00	3,022.52	0.00	-	1,558,690.73	706,756.43	851,934.30
Dec-22	1,346,467.91	2,385,099.81	2,710,890.00	5,305,455.00	1,657.67	-	0.00	-	4,059,015.58	7,690,554.81	(3,631,539.23)
Jan-23	3,113,305.66	2,115,896.55	5,779,194.49	3,719,430.00	1,979.49	2,763.06	6,869.76	13,987.22	8,901,349.40	5,852,076.83	3,049,272.57
Feb-23	232,974.03	149,933.15	256,108.37	292,145.00	2,378.18	1,545.42	-	-	491,460.58	443,623.57	47,837.01
Mar-23	-	-	-	-	-	-	-	-	-	-	-
Apr-23	-	-	-	-	-	-	-	-	-	-	-
May-23	-	-	-	-	-	-	-	-	-	-	-
Jun-23	-	-	-	-	-	-	-	-	-	-	-
TOTALS	5,539,372.89	5,222,153.53	10,166,962.86	10,122,210.00	11,412.56	11,390.55	20,856.98	21,179.06	15,738,605.29	15,376,933.14	361,672.15

February 28, 2023			
NAME OF BANK ACCOUNT	ACCOUNT BALANCE	TRUST INSTITUTION	GL NUMBER
TD - HEALTH & DENTAL	\$ 32,749	TD BANK	1135000
TD - WORKER'S COMP	\$ 1,006,936	TD BANK	1155000
TD - TPA WORK COMP	\$ 461	TD BANK	1156000
TD - BOND ESCROW	\$ 4,751,391	TD BANK	1175000
TD - OPERATIONS	\$ 10,706,651	TD BANK	1195000
TD - PAYROLL	\$ -	TD BANK	1196000
TOTAL BANK BALANCE	\$ 16,498,188		
APPROVED: <i>[Signature]</i>		DATE: 03/28/2023	

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APPROVED: <i>Heidi D...</i>		DATE: 03 28 2023	