



March 28, 2023, COMMISSION MEETING MINUTES

Attendees:

Commissioners:

Scott Porter
Tony Earnest
Ken Ledford
Amanda Cass
Brian Garrison

Attendees:

Staff:

Steve Cole
Dennis Hampton
Carmel Williams
Kris Robertson
Brian Chambers

Third Party Attendees:

Ed Paxton

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:

Budget Meeting Minutes – February 24, 2022

Outcome:

Accepted.

1st Motion – Tony Earnest

2nd Motion – Brian Garrison

Commissioners Approved (5-0)

Last Meeting Minutes– February 28, 2022

Outcome:

Accepted.

1st Motion – Ken Ledford

2nd Motion – Amanda Cass

Commissioners Approved (5-0)

New Business:

4. Speakers:

NONE

5. Financial Review

Steve Cole

February 2023

- Salaries year to date through the month of February were over budget \$317k. Total salary and sublet labor for the month of February was under budget \$29k. There were 4 pay periods in February.
- Landfill, Recycling and Yard Waste for the month of February was \$183k and \$1,706k for the year. Total under budget YTD \$226k.

- Recycling tonnage for February was 264. There was no recycling revenue in February. The year-to-date net cost of recycling was \$81k.
- Total disposal tonnage for February was 5,862 tons for a net cost of \$183k.
- Yard waste cost for February was \$40k.
- Fleet cost for February was \$293k this was over budget \$133k. YTD fleet cost are over budget \$457k.
- As of February 28, 2023, we were over budget \$1,881k. Capital expense YTD was over budget \$1980k and operations expense was under budget \$99k.
- Tax Collection in February was \$491,461, last February was \$443,624. We are \$362k ahead of last year's collections.
- Bank balances at the end of February were \$16,498,188.

Topic: Financial Review for February 2023

Outcome:

Accepted.

1st Motion – Ken Ledford

2nd Motion – Brian Garrison

Commissioners Approved (5-0)

New Business:

6. Human Resources, Safety & Training

Steve Cole

- As of March 22, 2023, we have 124 Operations employees, 16 Temporary Employees, 11 Maintenance employees and 11 Administrative employees for a total of 146 employees.
- 4 employees out on Medical Leave.
- 1 employee out on Worker's Compensation Leave
- The Annual All-Employee Safety meeting is coming up soon.
- Vehicular accidents and property damage incidents in February 2023.
 - 1 vehicle accident at fault
 - At fault accident driver terminated

- 2 Property Damage Incidents with 1 at fault
- A meeting regarding these incidents will be in April 2023.
- Training Update as of March 22, 2023:
 - 5 employees completed online modules for CDL permit. They are awaiting their DOT physical to try for the permit.
 - 1 employee has obtained a CDL permit & is training to take the CDL driving skills eval.
 - 24 employees have completed the Automated Side Loader Training. Everyone should be completed by the end of June.

New Business:

7. Maintenance

Dennis Hampton

February

- | | |
|-------------------------------------------|--------|
| • Total Work Orders | 393 |
| • Preventative Maintenance Work Orders | 216 |
| • Total Gallons for Fuel | 25,235 |
| | |
| • Three more side loaders received. | |
| • Bought bulk oil- \$4.00/gallon savings. | |

New Business:

8. Administration

Steve Cole

- ASL Sticker Campaign is almost finished. After this week, there will be 1 route left for stickers and hangtags.
- We have now taken delivery of 6 automated side loaders.
- The first ASL was expected to be on the road this week. That has been pushed back 2 more weeks.
- The City of Travelers Rest has now indicated that they will not be using Evergreen Recycling but will discontinue curbside pickup at the end of our contract.
- Evergreen Recycling has purchased all remaining recycling roll carts.

9. Commissioner Committee Reports

Scott Porter

- Requested a copy of the revised by laws to be placed in each of their trays at the next meeting.
- Request to have the minutes from previous meeting to start being sent out on the Tuesday before the upcoming meetings going forward.

Tony Earnest

- Nothing to Report

Ken Ledford

- He attended the best sub-committee meeting that he has ever had. The meeting was very informative and constructive.

Amanda Cass

- Great job on picking up the slack in Heidi's absence.

Brian Garrison

- Great Safety Practices, Very Little Incidents
- Kudos to the leaders and everyone under their leadership

Motion: To Adjourn the Meeting:

End Time: 4:24 pm

1st Motion – Brian Garrison

2nd Motion – Ken Ledford

Commissioners Approved (5-0)



Scott Porter

Chairman

04 / 25 / 2023

Date

510 REPORT
MARCH 31, 2023

		MARCH BUDGET	MARCH ACTUAL	YTD BUDGET	YTD ACTUAL	YTD VARIANCE
1	REVENUES					
2	PROPERTY TAXES	-	135,395	-	5,587,975	
3	SANITATION FEES	-	266,115	-	10,418,822	
4	INTEREST INCOME	-	13,753	-	44,817	
5	RECYCLING REVENUE	-	1,519	-	30,690	
6	SUBSCRIPTION SERVICES	-	72,027	-	796,918	
7	OTHER INCOME	-	84,016	-	7,443,814	
8						
9	TOTAL REVENUES	-	572,825	-	24,323,036	
10						
11	OPERATIONAL EXPENSES					
12	SALARIES	\$ 516,819	611,937	4,590,442	5,002,129	\$ (411,687)
13	SUBLET LABOR	-	-	-	188	(188)
14	SAFETY & TRAINING	500	4,814	3,500	10,261	(6,761)
15	EMPLOYEE AWARDS	10,000	800	61,000	65,366	(4,366)
16	SOCIAL SECURITY TAXES	40,401	45,165	350,140	369,758	(19,618)
17	RETIREMENT/ SCRS	89,978	103,665	799,196	845,610	(46,414)
18	UNEMPLOYMENT TAXES	870	1,385	7,536	6,284	1,252
19	EMPLOYEE WELLNESS	1,250	1,198	11,250	2,589	8,661
20	MEDICAL INSURANCE	120,833	137,400	1,087,501	1,157,467	(69,966)
21	WORKER'S COMP	20,834	19,581	187,506	171,531	15,975
22	LIABILITY INSURANCE	6,800	7,906	61,200	66,572	(5,372)
23	VEHICLE & PROPERTY INSURANCE	13,700	18,906	123,300	129,745	(6,445)
24	LANDFILL DISPOSAL	180,000	143,826	1,710,000	1,347,206	362,794
25	RECYCLING DISPOSAL	10,400	9,541	88,800	120,054	(31,254)
26	YARDWASTE PROCESSING	31,000	57,060	354,500	478,451	(123,951)
27	OPERATING SUPPLIES	5,000	5,830	45,000	44,804	196
28	DAMAGE REPAIRS & CLAIMS	5,000	7,945	45,000	50,763	(5,763)
29	TELEPHONE	6,000	5,681	54,000	57,973	(3,973)
30	FINES & ASSESSMENTS	200	-	9,600	7,758	1,842
31	LANDFILL CLOSURE	-	-	-	-	-
32	UNIFORM RENTAL	10,000	1,419	100,000	113,138	(13,138)
33	FUEL	69,565	75,885	602,898	907,847	(304,949)
34	LUBRICANTS	6,956	7,522	60,290	58,297	1,993
35	PARTS/OUTSIDE REPAIRS	73,913	66,012	640,580	771,729	(131,149)
36	TIRES	30,435	55,088	263,768	310,049	(46,281)
37	SHOP SUPPLIES	4,000	2,810	36,000	45,443	(9,443)
38	JANITORIAL SUPPLIES & SERVICES	500	911	4,500	9,675	(5,175)
39	BUILDINGS & GROUNDS	9,584	4,248	86,250	104,873	(18,623)
40	UTILITIES	7,000	7,851	63,000	76,061	(13,061)
41	SECURITY	7,000	6,029	63,000	56,047	6,953
42	ENVIRONMENTAL REPAIRS	500	-	4,500	8,251	(3,751)
43	DOT TESTING & COMPLIANCE	2,000	887	18,000	19,792	(1,792)
44	OFFICE SUPPLIES	15,584	16,947	140,248	139,518	730
45	PROFESSIONAL SERVICES	11,666	32,561	105,002	178,018	(73,016)
46	AUDIT FEES	-	-	17,000	17,000	-
47	BUSINESS LUNCHEON, MEETING, ETC	625	405	5,625	5,277	348
48	PROFESSIONAL DUES	210	-	1,890	185	1,705
49	BUSINESS TRAVEL	835	21	7,515	1,824	5,691
50	LEGAL ADVERTISING	100	-	900	1,640	(740)
51	TAX REFUNDS	415	210	3,735	2,250	1,485
55	DEBT SERVICE	112,121	-	1,009,089	-	1,009,089
56						
57	TOTAL OPERATIONAL EXPENSE	1,422,594	1,461,445	12,823,261	12,763,300	59,962
58						
59	EQUIPMENT (VEHICLES)	145,000	144,839	978,000	2,934,819	(1,956,819)
60	NON-EQUIP (CONT, CARTS, ETC.)	37,500	5,848	337,500	329,175	8,325
61	BUILDING PROJECTS	-	-	-	-	-
62						
63	TOTAL CAPITAL EXPENSE	182,500	150,687	1,315,500	3,263,994	(1,948,494)
64						
65	TOTAL COMPANY WIDE EXPENSE	1,605,094	1,612,132	14,138,761	16,027,294	(1,888,533)
	OPERATIONS UNDER/(OVER) BUDGET					59,962
	TOTAL UNDER/(OVER) BUDGET					\$ (1,888,533)

APPROVED BY:

Geoff Pout

DATE:

04/25/2023

TAX COLLECTION SUMMARY 2022-2023 AS OF MARCH 31, 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	135,395.29	138,914.05	266,115.00	274,790.00	1,418.18	1,540.61	6,869.76	-	409,798.23	415,244.66	(5,446.43)
Apr-23	-	-	-	-	-	-	-	-	-	-	-
May-23	-	-	-	-	-	-	-	-	-	-	-
Jun-23	-	-	-	-	-	-	-	-	-	-	-
TOTALS	5,674,768.18	5,361,067.58	10,433,077.86	10,397,000.00	12,830.74	12,931.16	27,726.74	21,179.06	16,148,403.52	15,792,177.80	356,225.72

March 31, 2023				
NAME OF BANK ACCOUNT	ACCOUNT BALANCE	TRUST INSTITUTION	GL NUMBER	
TD - HEALTH & DENTAL	\$ 108,536	TD BANK	1135000	
TD - WORKER'S COMP	\$ 1,008,288	TD BANK	1155000	
TD - TPA WORK COMP	\$ 461	TD BANK	1156000	
TD - BOND ESCROW	\$ 4,413,001	TD BANK	1175000	
TD - OPERATIONS	\$ 10,205,974	TD BANK	1195000	
TD - PAYROLL	\$ -	TD BANK	1196000	
TOTAL BANK BALANCE	\$ 15,736,260			
APPROVED: <i>Keith Rose</i>		DATE: 04/25/2023		

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