



**June 27th, 2023, COMMISSION MEETING MINUTES**

**Attendees:**

**Commissioners:**

Scott Porter  
Tony Earnest  
Ken Ledford  
Brian Garrison

**Attendees:**

**Staff:**

Steve Cole  
Dennis Hampton  
Carmel Williams  
Laura Prichard

**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:**

Last Meeting Minutes– May 23rd, 2023

**Outcome:**

**Accepted.**

**1<sup>st</sup> Motion – Brian Garrison**

**2<sup>nd</sup> Motion – Ken Ledford**

**Commissioners Approved (4-0)**

**4. Second Reading- Adoption of Annual Budget**

**Steve Cole**

**Outcome:**

**Accepted.**

**1<sup>st</sup> Motion – Tony Earnest**

**2<sup>nd</sup> Motion – Ken Ledford**

**Commissioners Approved (4-0)**

**5. Annexations**

**103 Pebble Creek Drive**

**Outcome:**

**Accepted.**

**1<sup>st</sup> Motion – Ken Ledford**

**2<sup>nd</sup> Motion – Tony Earnest**

**Commissioners Approved (4-0)**

**New Business:**

**6. Speakers:**

**Ed Paxton- Resident**

- Requested to know does the number for the lease finance on the Automated Side Loader purchases show up in the budget as a capital expenditure or an operating expense?
  - Executive Director responded: Per the Auditors, this number is listed as both.
- Suggested the Lease Purchase Agreement having a footnote as a long-term liability & keeping the public informed.
  - Executive Director Responded: This will be on our Year-End Fiscal Year 2023 Audit.
- Questioned “Public Hearing” in the Newspaper being publicly called by the Commission.

## **7. Financial Review**

### **May 2023**

**Laura Prichard**

- Salaries year to date through the month of May were over budget \$494k. Total salary and sublet labor for the month of May was over budget \$70k. There were 5 pay periods in May.
- Landfill, Recycling and Yard Waste for the month of May was \$241k and \$2,348k for the year. Total under budget YTD \$249k.
- Recycling tonnage for May was 16 tons. We ended recycling service as of March 31<sup>st</sup>. The only recycling collection we have at this time is the collection for Travelers Rest which will continue through June 30<sup>th</sup> based on our current contract with them. Service will discontinue after this date.
- Total disposal tonnage for May was 7,255 tons for a net cost of \$241k.
- Yard waste cost for May was \$56k.
- Fleet cost for May was \$187k this was over budget \$6k. YTD fleet cost was over budget \$512k.
- As of May 31, 2023, we were over budget \$2,275k. Capital expense YTD was over budget \$2,412k and operations expense was under budget \$137k.

- Tax Collection in May was \$.20,005, last May was \$220,564. We are \$367k ahead of last year's collections.
- Bank balances at the end of May were \$14,137,894.

**Topic: Financial Review for May 2023**

**Outcome:**

**Accepted.**

**1<sup>st</sup> Motion –Tony Earnest**

**2<sup>nd</sup> Motion – Brian Garrison**

**Commissioners Approved (4-0)**

**New Business:**

**8. Human Resources, Safety & Training**

**Steve Cole**

- As of June 20th, 2023, we have 111 Operations employees, 10 Temporary Employees, 11 Maintenance employees and 13 Administrative employees for a total of 135 employees.
- 1 employee out on Medical Leave.
- 1 employee out on Worker's Compensation Leave Light Duty
- Vehicular accidents & property damage incidents in April/May 2023.
  - 6 vehicle accidents with 3 at fault
    - 2 Warnings issued + One 2-day suspension issued & one of the accidents occurred while ASL driver was in training.
  - 4 Property Damage Incidents with 3 at fault
    - 2 Warnings issued & 1 verbal issued.
- Training Update:
  - There have been 40 current CDL employees trained on the automated side loader.
  - 4 employees have obtained their CDL Permit in the CDL Class B Training.
  - 2 Employees have obtained their CDL Permit in the CDL Class A Training.

- The Annual Family Fun Day Event is scheduled to occur on Saturday, September 30<sup>th</sup>, 2023, at Frankie's Fun Park 4pm-7pm.

#### **New Business:**

#### **9. Maintenance**

**Dennis Hampton**  
**May**

- |   |        |
|---|--------|
| • Total Work Orders                           | 261    |
| • Preventative Maintenance Work Orders        | 160    |
| • Total Gallons for Fuel                      | 27,139 |
| • We received 2 more side loaders.            |        |
| • We've started doing some painting in-house. |        |

#### **New Business:**

#### **10. Administration**

**Steve Cole**

- We have received 11 ASL trucks as of last Thursday. The remaining trucks should be delivered by the end of July.
- We have 6 ASL trucks on the road and hope to have 2, possibly 3 more on the road by Monday.
- We have a Freightliner chassis reserved for us and we are looking at the option of a new flatbed body or an additional small rear loader. We know there are certain areas that cannot be serviced by side loaders and a small rear loader would be helpful for servicing those locations.
- The following changes have been made to the administrative staff:
  - Carmel Williams promoted to Human Resources Manager and will now report to Laura Prichard
  - Maggie Norris promoted to Human Resources Administrator and will now report to Carmel Williams
  - Brian Chambers & Tracy Haynes will now report to Dennis Hampton
  - Adam Maw is moving to Charleston and as a result we will be hiring a new Customer Service Representative to replace him.



- Stacy Bailey was hired as a Customer Service Representative.
- Per Section 30-4-70 of the SC Code of Laws, I am requesting Executive Session to discuss the following:
  - Employee Compensation
  - Contract Negotiations

## **11. Commissioner Committee Reports**

### **Brian Garrison**

- Nothing on Planning & Development
- Good Safety Meeting & discussed some ideas for making some possible changes to pre & post inspections to cut down on repairs & safety incidents.

### **Scott Porter**

- Asked to put Ken Ledford on the Medical Sub Committee in place of Amanda Cass
- The Employee Appreciation Day Event went very well. A Greenville County Council person attended & enjoyed the event. The Food trucks were fantastic.
- No Legal updates currently.

### **Tony Earnest**

- Had the opportunity to ride with Tawana on the side loader at 5:30AM. He was amazed at her handling skills in the truck. The side loaders are going to be a good thing for us.
- Human Resources is going well.

### **Ken Ledford**

- Very Excited about the side loaders.
- Discussed the lids on the cans issue during the equipment meeting.

**Motion: To Enter Executive Session:**

**Topics:**

- Employee Compensation
- Contract Negotiations

**Time: 4:27 pm**

**Outcome:**

**Accepted.**

**1<sup>st</sup> Motion – Brian Garrison**

**2<sup>nd</sup> Motion – Ton Earnest**

**Commissioners Approved (4-0)**

**Motion: To Exit Executive Session:**

**Time: 4:58 pm**

**Outcome:**

**Accepted.**

**1<sup>st</sup> Motion – Brian Garrison**

**2<sup>nd</sup> Motion – Ken Ledford**

**Commissioners Approved (4-0)**

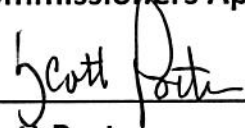
**Motion: To Adjourn the Meeting:**

**End Time: 4:59 pm**

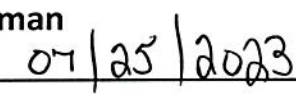
**1<sup>st</sup> Motion – Ken Ledford**

**2<sup>nd</sup> Motion – Tony Earnest**

**Commissioners Approved (4-0)**

  
\_\_\_\_\_  
Scott Porter

**Chairman**

  
\_\_\_\_\_  
**Date**

# Greater Greenville Sanitation Commission

## *Notice of Public Hearing*

### Adoption of Annual Budget

**1 July 2023 thru 30 June 2024**

### SECOND READING

Notice is hereby given that on Tuesday, May 23rd, 2023, at 4:00 p.m. in the *Education Room* of the *Greater Greenville Sanitation District Headquarters* located at 1600 West Washington Street, Greenville, South Carolina 29601, a public hearing will be held for a first reading of the 2023/2024 Annual Budget for the Sanitation District. The public is invited to attend.

2022/2023 Annual Operating Budget-----	16,951,000
2022/2023 Annual Capital Budget -----	1,883,000
Anticipated 2022/2023 Revenue -----	18,840,000
Anticipated 2022/2023 Expenses-----	18,834,000

◇

2023/2024 Proposed Operating Budget -----	17,550,000
2023/2024 Proposed Capital Budget -----	1,680,000
Projected 2023/2024 Revenue -----	19,228,000
Projected 2023/2024 Expenses -----	19,230,000

◇

The percentage of change in the Operating Budgets from 2022/2023 and the Proposed 2023/2024 Budget is: **2.0% Increase**

2022/2023 Tax Millage (14.9) -----	\$6,050,000.00
2023/2024 Tax Millage (14.9) -----	\$6,175,000.00

2023/2024 Sanitation Fee :  
No Change in Fees

~

This Notice is given in lieu of the requirements of Section 4-9-130.

Anyone wishing to be placed on the Agenda for Public Comment is asked to call the District at (864) 232-6721 extension 209 between the hours of 7:00 a.m. and 5:00 p.m. Monday through Thursday. Public comments will be limited based on the number of persons addressing the Commission.



**GREENVILLE JOURNAL**  
**AFFIDAVIT OF PUBLICATION**

**Greenville Journal**  
**581 Perry Ave.**  
**Greenville, South Carolina 29611**

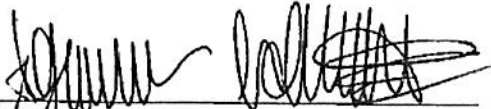
To whom it may concern:  
The attached Public Notice was published on the following dates:  
**9 Jun 2023**

**State of South Carolina**  
**County of Greenville**

Before me, a Notary Public, personally appeared, Sabryna McMillan, who after being sworn, deposes and says: That she is the Client Services Manager of Greenville Journal and that the listed ads were printed and published in said newspaper on the dates listed.

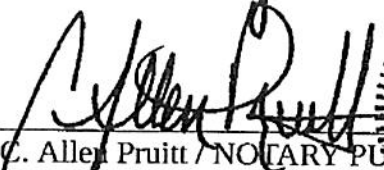
**Notice ID:** sWcdNgOmbGjvCfS7w5Ic  
**Notice Name:** Adoption of Annual Budget-2nd Read 2023-2024

**PUBLICATION FEE:** \$114.40

  
Sabryna McMillan / Client Services Manager

**VERIFICATION**  
**STATE OF SOUTH CAROLINA**  
**COUNTY OF GREENVILLE**

Signed or attested before me on this

9 day of June, A.D. 2023.  
  
C. Allen Pruitt / NOTARY PUBLIC  
My Commission Expires: January 4, 2033

581 Perry Avenue, Greenville, SC 29611 ~  
864.679.1221 [legals@communityjournals.com](mailto:legals@communityjournals.com)

Greater Greenville Sanitation Commission  
*Notice of Public Hearing*  
Adoption of Annual Budget  
1 July 2023 thru 30 June 2024  
**SECOND READING**

Notice is hereby given that on Tuesday, June 27th, 2023, at 4:00 p.m. in the *Education Room of the Greater Greenville Sanitation District Headquarters* located at 1600 West Washington Street, Greenville, South Carolina 29601, a public hearing will be held for a second reading of the 2023/2024 Annual Budget for the Sanitation District. The public is invited to attend.

2022/2023 Annual Operating Budget  
16,951,000  
2022/2023 Annual Capital Budget  
1,883,000  
Anticipated 2022/2023 Revenue  
18,840,000  
Anticipated 2022/2023 Expenses  
18,834,000

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510 REPORT  
JUNE 30, 2023

		JUNE	JUNE	YTD	YTD	YTD
		BUDGET	ACTUAL	BUDGET	ACTUAL	VARIANCE
1	REVENUES					
2	PROPERTY TAXES	-	98,637	-	6,160,134	
3	SANITATION FEES	-	59,975	-	10,795,069	
4	INTEREST INCOME	-	15,693	-	95,790	
5	RECYCLING REVENUE	-	-	-	30,690	
6	SUBSCRIPTION SERVICES	-	72,735	-	1,056,290	
7	OTHER INCOME	-	102,497	-	7,860,840	
8						
9	TOTAL REVENUES	-	349,536	-	25,998,813	
10						
11	OPERATIONAL EXPENSES					
12	SALARIES	\$ 506,664	475,648	6,073,320	6,535,501	\$ (462,181)
13	SUBLET LABOR	-	-	-	550	(550)
14	SAFETY & TRAINING	500	(100)	5,000	10,813	(5,813)
15	EMPLOYEE AWARDS	10,000	8,402	75,000	81,817	(6,817)
16	SOCIAL SECURITY TAXES	38,156	35,155	464,609	483,070	(18,461)
17	RETIREMENT/ SCRS	88,210	81,427	1,057,365	1,109,307	(51,942)
18	UNEMPLOYMENT TAXES	821	152	10,000	7,753	2,247
19	EMPLOYEE WELLNESS	1,250	258	15,000	3,097	11,903
20	MEDICAL INSURANCE	120,833	117,531	1,450,000	1,536,797	(86,797)
21	WORKER'S COMP	20,830	40,087	250,000	264,286	(14,286)
22	LIABILITY INSURANCE	6,800	7,906	81,600	90,291	(8,691)
23	VEHICLE & PROPERTY INSURANCE	13,700	14,566	164,400	177,362	(12,962)
24	LANDFILL DISPOSAL	180,000	163,612	2,250,000	1,838,950	411,050
25	RECYCLING DISPOSAL	10,400	764	120,000	123,637	(3,637)
26	YARDWASTE PROCESSING	32,500	46,709	450,000	627,424	(177,424)
27	OPERATING SUPPLIES	5,000	4,912	60,000	57,523	2,477
28	DAMAGE REPAIRS & CLAIMS	5,000	9,490	60,000	81,439	(21,439)
29	TELEPHONE	6,000	7,713	72,000	78,268	(6,268)
30	FINES & ASSESSMENTS	100	-	10,000	7,783	2,217
31	LANDFILL CLOSURE	-	-	-	-	-
32	UNIFORM RENTAL	10,000	4,859	120,000	124,321	(4,321)
33	FUEL	65,701	76,900	800,000	1,133,016	(333,016)
34	LUBRICANTS	6,570	8,631	80,000	78,489	1,511
35	PARTS/OUTSIDE REPAIRS	69,807	177,048	850,000	1,127,014	(277,014)
36	TIRES	28,744	75,221	350,000	420,302	(70,302)
37	SHOP SUPPLIES	4,000	5,882	48,000	59,322	(11,322)
38	JANITORIAL SUPPLIES & SERVICES	500	73	6,000	10,156	(4,156)
39	BUILDINGS & GROUNDS	9,583	11,601	115,000	125,968	(10,968)
40	UTILITIES	7,000	7,699	84,000	97,845	(13,845)
41	SECURITY	7,000	7,299	84,000	75,104	8,896
42	ENVIRONMENTAL REPAIRS	500	28,203	6,000	42,011	(36,011)
43	DOT TESTING & COMPLIANCE	2,000	3,717	24,000	27,123	(3,123)
44	OFFICE SUPPLIES	15,584	12,316	187,000	181,804	5,196
45	PROFESSIONAL SERVICES	11,666	16,036	140,000	214,555	(74,555)
46	AUDIT FEES	-	-	17,000	17,000	-
47	BUSINESS LUNCHEON, MEETING, ETC	625	55	7,500	5,679	1,821
48	PROFESSIONAL DUES	190	5,000	2,500	5,185	(2,685)
49	BUSINESS TRAVEL	815	-	10,000	2,775	7,225
50	LEGAL ADVERTISING	100	-	1,200	1,640	(440)
51	TAX REFUNDS	435	-	5,000	2,620	2,380
55	DEBT SERVICE	112,117	-	1,345,448	-	1,345,448
56						
57	TOTAL OPERATIONAL EXPENSE	1,399,701	1,454,773	16,950,942	16,869,473	81,469
58						
59	EQUIPMENT (VEHICLES)	455,000	1,417,276	1,433,000	4,814,854	(3,381,854)
60	NON-EQUIP (CONT, CARTS, ETC.)	37,500	60,837	450,000	465,781	(15,781)
61	BUILDING PROJECTS	-	-	-	-	-
62						
63	TOTAL CAPITAL EXPENSE	492,500	1,478,113	1,883,000	5,280,635	(3,397,635)
64						
65	TOTAL COMPANY WIDE EXPENSE	1,892,201	2,932,886	18,833,942	22,150,108	(3,316,166)
	OPERATIONS UNDER/(OVER) BUDGET					81,469
	TOTAL UNDER/(OVER) BUDGET					\$ (3,316,166)

APPROVED BY:

*Geetha Pothu*

DATE:

*07/25/2023*



TAX COLLECTION SUMMARY 2022-2023 AS OF June 30, 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	0.00	-	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	337,858.40	381,205.52	113,511.45	182,210.00	1,966.50	2,545.70	0.00	6,993.61	453,336.35	572,954.83	(119,618.48)
May-23	145,873.56	106,663.74	202,760.00	112,210.00	2,484.90	1,689.90	-	-	351,118.46	220,563.64	130,554.82
Jun-23	98,637.15	87,060.80	59,975.00	58,435.00	1,757.40	1,587.36	-	-	160,369.55	147,083.16	13,286.39
TOTALS	6,257,137.29	5,935,997.64	10,809,324.31	10,749,855.00	19,039.54	18,754.12	27,726.74	28,172.67	17,113,227.88	16,732,779.43	380,448.45

June 30, 2023				
NAME OF BANK ACCOUNT	ACCOUNT BALANCE	TRUST INSTITUTION	GL NUMBER	
TD - HEALTH & DENTAL	\$ 62,917	TD BANK	1135000	
TD - WORKER'S COMP	\$ 1,009,014	TD BANK	1155000	
TD - TPA WORK COMP	\$ 461	TD BANK	1156000	
TD - BOND ESCROW	\$ 2,697,048	TD BANK	1175000	
TD - OPERATIONS	\$ 8,122,848	TD BANK	1195000	
TD - PAYROLL	\$ -	TD BANK	1196000	
TOTAL BANK BALANCE	\$ 11,892,289			
APPROVED: <i>Heath Park</i>				
DATE: 07/25/2023				

NAME OF BANK ACCOUNT	ACCOUNT BALANCE	TRUST INSTITUTION	GL NUMBER
TD - HEALTH & DENTAL	\$ 62,917	TD BANK	1135000
TD - WORKER'S COMP	\$ 1,009,014	TD BANK	1155000
TD - TPA WORK COMP	\$ 461	TD BANK	1156000
TD - BOND ESCROW	\$ 2,697,048	TD BANK	1175000
TD - OPERATIONS	\$ 8,122,848	TD BANK	1195000
TD - PAYROLL	\$ -	TD BANK	1196000
TOTAL BANK BALANCE	\$ 11,892,289		
APPROVED: <i>Heath Park</i>		DATE: 07/25/2023	