Greater Greenville SANITATION

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

APRIL 27, 2021 COMMISSION MEETING MINUTES

Commissioners Present:	Scott Porter, Tony Earnest, Clay Jones Ken Ledford, Amanda Cass
Commissioners Absent:	
Staff:	Steve Cole, Heidi McIlwain, Laura Prichard Dennis Hampton, Don Beal, Kris Robertson, Meghan Childress
Third Party Attendees:	Ed Paxton – Resident

Agenda:

1. Mr. Tony Earnest called the meeting to order at 4:00pm

Invocation: Steve Cole

Approval of Minutes:

Last Meeting Minutes – March 23, 2021

Outcome: **Accepted.**

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

Last Meeting Minutes – Budget Planning Meeting March 26, 2021

Outcome: **Accepted.**

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

New Business:

First Reading of Annual Budget

Outcome: **Accepted.**

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

New Business:

The following sections can be reviewed with the enclosed Greater Greenville Sanitation Power Point Slide Packet. Reference page 5-7.

Annexation of 591 S. Buckhorn Road

A resolution to approve the annexation of **591 S. Buckhorn Road**. 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 – Clay Jones
2nd Motion – Ken Ledford
Commissioners Approved (5-0)

Annexation of 400 Scottswood Road and 4806 Old Spartanburg Road

A resolution to approve the annexation of **400 Scottswood Road and 4806 Old Spartanburg Road**. 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 – Ken Ledford
2nd Motion – Amanda Cass
Commissioners Approved (5-0)

Speakers:

- **Ed Paxton – Resident**
  - Commented that during the Budget Planning Meeting, he thought we should put the more important agenda items at the beginning of the presentation and not at the end.
  - Commented that his neighborhood has never looked better.

- **David Davis – Resident**
  - Complimented Yard Waste on doing a great job. With them being on weekly service it us causing trouble with the ditches.
  - Also noticed that we are picking up larger debris than we have in the past and asked that specifications be revisited and distributed to residents.

The following sections can be reviewed with the enclosed Greater Greenville Sanitation Power Point Slide Packet. Reference pages 8-31.

Financials – Laura Prichard

- **Financial Review for March 2021**

(Pages 8-17)

  - Salaries for the month of March were over budget by $48k for the month. Temp labor for March was over by $17k. The total amount over budget for salaries and temp labor for the month was $65k and $557k for the year. March was a 5-week payroll month.
  - Landfill, Recycling and Yard Waste for the month of March was over budget by $48k and $382k over budget for the year.
  - Recycling tonnage for March was 285 for a cost of $13k. We received a check from Sonoco for $6,344 for 91 tons of cardboard recycling for March. Net cost of recycling for the Month of March was $6k
  - Disposal tonnage for March was 6,892 for a cost of $220k. This is $45k more than February.
  - Fleet costs were over budget by $15k for March and under budget $131k for the year.
  - As of March 31, 2021, we were over budget by $642k. Capital Expense was over budget by $616k and Operations Expense was over budget by $26k. Contributors being over budget are payment of $300k for the property at 1501, Christmas and Essential Worker bonuses, carts for the City of Travelers Rest and Truck repairs net of insurance proceeds.
  - Tax Collection this year for March was $442,332 last March was $354,078. We are $457k ahead on tax collections from last year.
  - Bank balances at the end of March were $10,725,299.

- **Topic:** **Financial Review for March 2021.**

Outcome: **Accepted.**

1st Motion – Amanda Cass
2nd Motion – Ken Ledford

Commissioners Approved (5-0)

Safety, Health and Human Services – Heidi McIlwain

(Pages 18-22)

- March: 2 liability claim and 5 auto claims.
- As of April 22, 2021 we have 130 employees and 13 temporary employees. For a total of 143 employees.
- 1 employee out on FMLA/STD.
- 2 employees out on Worker's Compensation.
- 0 positive COVID Tests
- Accident Review Meeting was held on April 20, 2021
  - (4) Vehicle Accidents at fault/1 employee was terminated
  - (10) Property Damage Incidents,
- Safety Update
  - Safe Driver Classes held April 23
  - Flagger Training for Yard Waste Employees: April 6 and 13
  - Upcoming Training:
    - CPR/First Aid Re-certification Training for Drivers
- Robin Madden, HR Assistant retired. Stacy Wood accepted the role of Office Manager. Nicole Frasier accepted the role of HR Administrator.

Maintenance – Dennis Hampton

(Pages 23-26)

- Total Work Orders for March 428
- Preventative Maintenance Work Orders for March 164
- Total Gallons of Fuel for March 25,385
- We performed a test with a new brake supplier and are getting approximately 5% more life form brake products at same pricing.
- We have two rear loaders at the dealer getting dealer prep. The two re-mounted chassis' are here and being re-painted.
- Shout out to Clarence Campbell. Clarence stays late every day to spray down the trucks and offices with an antimicrobial spray.

Operations (Yard Waste, Residential and Commercial Collections) – Don Beal

(Page 27)

- Front Loader personnel has been changed due to losing a driver. 2 drivers have been cross-trained and we are in the process of training another. We also have a female driver in line to be trained.
- Yard Waste, Residential and Recycling are all running smoothly with no major changes.

Administration Report – Steve Cole

(Page 28-31)

- Based on the first reading of the FY2022 budget, I would like to ask for a motion to order the front loader, rear loader and possibly the John Deere tractors (based on delivery estimates) due to the extensive manufacturing delays we are currently experiencing.
- The new Environmental and Sustainability Center at Roper Mountain Science Center will open to the public on June 1st. The opening of our exhibit was this past Thursday. Exhibit area is very nicely done and looks great.
- We have an option to enter into a new contract with Pratt. The new contract would charge $75 per ton for processing but we would get a percentage rebate based on the value of the weighted average price index of the commodities in the single stream. That value this month is $74. If we sign a 5-year agreement, we would get 50% of this value back toward the processing fee, so our net cost would be $75-37 or $38 per ton. Once the contract is received, I will forward it on to Carl for review then bring it before the commission.
- Summer hours of 5:30am – 3:30pm will begin the first week of June.

Commissioner Committee Reports

Clay Jones

- The shop is doing a great job at looking at ways and programs to save money.
- Changing out lights to LED as bulbs go out.

Scott Porter

- Thanked Tony Earnest for joining the Safety Meeting. There were more claims this month than usual. There are a few issues that arose out of the meeting that he would like to discuss further with Human Resources, Operations and Management.

Tony Earnest

- Don is proactive is getting drivers trained so we have spare drivers.

Ken Ledford

- Very impressed with the safety and training programs that are being developed.

Amanda Cass

- Everyone is doing a great job and quick to react when a situation arises.

Motion: To Adjourn Meeting:

Time: 4:53pm

1st Motion – Ken Ledford
2nd Motion – Amanda Cass
Commissioners Approved (5-0)

Tony Earnest

Tony Earnest
Chairman

5-25-2021

Date

510 REPORT

APRIL 30, 2021

		APRIL BUDGET	APRIL ACTUAL	YTD BUDGET	YTD ACTUAL	YTD VARIANCE
1	REVENUES					
2	PROPERTY TAXES	-	380,628	-	5,498,388	
3	SANITATION FEES	-	192,690	-	10,278,350	
4	INTEREST INCOME	-	893	-	3,724	
5	RECYCLING REVENUE	-	5,887	-	12,230	
6	SUBSCRIPTION SERVICES	-	73,770	-	526,132	
7	OTHER INCOME	-	71,540	-	1,407,475	
8						
9	TOTAL REVENUES	-	725,408	-	17,726,299	
10						
11	OPERATIONAL EXPENSES					
12	SALARIES	$ 404,927	392,984	4,212,030	4,415,528	$ (203,498)
13	SUBLET LABOR	16,667	35,243	166,667	526,652	(359,985)
14	SAFETY & TRAINING	2,500	653	25,000	7,111	17,889
15	EMPLOYEE AWARDS	3,333	744	33,333	45,587	(12,253)
16	SOCIAL SECURITY TAXES	31,646	28,833	322,046	325,429	(3,383)
17	RETIREMENT/ SCRS	67,884	59,905	690,820	653,912	36,908
18	UNEMPLOYMENT TAXES	2,874	251	29,251	3,093	26,158
19	EMPLOYEE WELLNESS	1,250	-	12,500	12,192	308
20	MEDICAL INSURANCE	104,167	114,310	1,041,667	1,106,029	(64,363)
21	WORKER'S COMP	20,833	27,022	208,333	230,949	(22,616)
22	LIABILITY INSURANCE	5,917	7,550	59,167	68,848	(9,681)
23	VEHICLE & PROPERTY INSURANCE	10,000	12,535	100,000	128,307	(28,307)
24	LANDFILL DISPOSAL	175,000	192,429	1,750,000	2,086,963	(336,963)
25	RECYCLING DISPOSAL	22,500	12,364	225,000	79,601	145,399
26	YARDWASTE PROCESSING	37,500	48,940	375,000	485,076	(110,076)
27	OPERATING SUPPLIES	5,000	2,029	50,000	44,525	5,475
28	DAMAGE REPAIRS & CLAIMS	4,167	5,177	41,667	63,480	(21,814)
29	TELEPHONE	5,000	4,404	50,000	57,806	(7,806)
30	FINES & ASSESSMENTS	833	-	8,333	7,645	688
31	LANDFILL CLOSURE	-	-	-	-	-
32	UNIFORM RENTAL	3,500	3,870	63,000	88,354	(25,354)
33	FUEL	66,667	50,059	666,667	425,430	241,237
34	LUBRICANTS	6,667	4,898	66,667	51,951	14,716
35	PARTS/OUTSIDE REPAIRS	56,250	30,541	562,500	702,694	(140,194)

510 REPORT
APRIL 30, 2021

36	TIRES	27,083	25,702	270,833	210,256		60,577
37	SHOP SUPPLIES	1,667	1,949	16,667	29,431		(12,764)
38	JANITORAL SUPPLIES & SERVICES	500	531	5,000	10,348		(5,348)
39	BUILDINGS & GROUNDS	6,250	2,187	62,500	63,805		(1,305)
40	UTILITIES	6,667	7,446	66,667	66,304		363
41	SECURITY	5,833	6,185	58,333	63,465		(5,132)
42	ENVIRONMENTAL REPAIRS	500	-	5,000	2,327		2,673
43	DOT TESTING & COMPLIANCE	833	2,598	8,333	15,829		(7,496)
44	OFFICE SUPPLIES	16,000	21,589	160,000	197,601		(37,601)
45	PROFESSIONAL SERVICES	11,667	24,948	71,667	144,067		(72,400)
46	AUDIT FEES	-	-	15,000	16,000		(1,000)
47	BUSINESS LUNCHEON, MEETING,ETC	625	446	6,250	1,905		4,345
48	PROFESSIONAL DUES	208	219	2,083	442		1,641
49	BUSINESS TRAVEL	2,083	-	20,833	5,262		15,571
50	LEGAL ADVERTISING	458	560	4,583	1,870		2,713
51	TAX REFUNDS	417	5,645	4,167	5,645		(1,478)
52	RECYCLING EDUCATION	-	-	25,000	27,085		(2,085)
53	RECYCLING MARKETING	417	-	4,167	3,961		206
54	PROMOTING COMMUNITY GREEN	-	-	-	-		-
55	DEBT SERVICE	99,111	-	991,107	-		991,107
56							
57	TOTAL OPERATIONAL EXPENSE	1,235,401	1,134,745	12,557,836	12,482,762		75,074
58							
59	EQUIPMENT (VEHICLES)	-	49,609	1,733,000	2,357,286		(624,286)
60	NON-EQUIP (CONT, CARTS, ETC.)	42,500	35,562	425,000	450,336		(25,336)
61	BUILDING PROJECTS	-	-	-	9,478		(9,478)
62							
63	TOTAL CAPITAL EXPENSE	42,500	85,171	2,158,000	2,817,099		(659,099)
64							
65	TOTAL COMPANY WIDE EXPENSE	1,277,901	1,219,916	14,715,836	15,299,862		(584,025)
	OPERATIONS UNDER/(OVER) BUDGET						75,074
	TOTAL UNDER/(OVER) BUDGET					$	(584,025)

APPROVED BY: Tony Cannut DATE: 5-25-2021

TAX COLLECTION SUMMARY 2020-2021 AS OF APRIL 30, 2021

	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-20	116,562.87	71,687.54	112,545.00	37,745.94	1,985.02	297.80	-	-	231,092.89	109,731.28	121,361.61
Aug-20	84,632.08	75,051.33	73,485.00	58,419.06	1,102.42	253.64	7,111.42	6,992.15	166,330.92	140,716.18	25,614.74
Sep-20	78,412.21	68,075.02	52,765.00	49,765.00	962.55	301.05	-	-	132,139.76	118,141.07	13,998.69
Oct-20	69,111.09	90,607.48	46,770.00	122,600.00	-	506.13	-	6,992.15	115,881.09	220,705.76	(104,824.67)
Nov-20	422,390.90	484,606.96	1,089,525.00	1,254,002.20	2,398.60	566.44	7,111.42	-	1,521,425.92	1,739,175.60	(217,749.68)
Dec-20	2,071,108.91	1,947,202.16	4,920,555.00	4,744,985.00	1,236.35	-	-	-	6,992,900.26	6,692,187.16	300,713.10
Jan-21	1,872,307.67	1,600,049.85	3,155,660.00	3,242,515.00	1,256.15	783.46	7,191.84	-	5,036,415.66	4,843,348.31	193,067.35
Feb-21	249,541.02	252,131.91	363,000.00	325,045.00	1,283.33	492.07	-	7,111.42	613,824.35	584,780.40	29,043.95
Mar-21	165,940.81	118,839.83	275,005.00	234,665.00	1,386.44	572.92	-	-	442,332.25	354,077.75	88,254.50
Apr-21	380,628.37	94,498.29	189,040.00	71,890.00	2,149.27	739.32	-	-	571,817.64	167,127.61	404,690.03
May-21		-		-		-	-	-	-	-	-
Jun-21		-		-		-	-	-	-	-	-
TOTALS	5,510,635.93	4,802,750.37	10,278,350.00	10,141,632.20	13,760.13	4,512.83	21,414.68	21,095.72	15,824,160.74	14,969,991.12	854,169.62

April 30, 2021			
NAME OF BANK ACCOUNT	ACCOUNT BALANCE	TRUST INSTITUTION	GL NUMBER
TD - CAPITAL ACCOUNT	50,540	TD BANK	1125000
TD - HEALTH & DENTAL	131,215	TD BANK	1135000
TD - WORKER'S COMP	1,003,273	TD BANK	1155000
TD - TPA WORK COMP	785	TD BANK	1156000
TD - BOND ESCROW	50,457	TD BANK	1175000
TD - OPERATIONS	8,835,738	TD BANK	1195000
TD - PAYROLL	-	TD BANK	1196000
TOTAL BANK BALANCE	10,072,008		
	APPROVED: Tony Barnett	DATE: 5-25-2021	