



**April 26, 2022, COMMISSION MEETING MINUTES**

**Attendees:**

**Commissioners:**

Tony Earnest  
Clay Jones  
Scott Porter  
Ken Ledford  
Amanda Cass

**Attendees:**

**Staff:**

Steve Cole  
Laura Prichard  
Heidi McIlwain  
Tracey Haynes  
Dennis Hampton  
Kris Robertson  
Meghan Childress  
Carmel Williams

**Third Party Attendees:**

Ed Paxton – Resident

### **Agenda Items:**

#### **1. Open Meeting:**

Mr. Tony Earnest called the meeting to order at 3:59 pm

#### **2. Invocation:**

**Dennis Hampton**

#### **3. Approval of Minutes:**

Last Meeting Minutes – March 22, 2022

#### **Outcome:**

**Accepted.**

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

**2<sup>nd</sup> Motion – Amanda Cass**

**Commissioners Approved (5-0)**

### **New Business:**

#### **4. Speakers:**

##### **Ed Paxton – Resident:**

- Questioned the application regarding the transfer facility that was proposed to DHEC. The site is a long way from being ready for construction. The districts application presented to DHEC is nothing more than sales pitches and are not valid construction drawings. He has seen the job descriptions of the permitting group at DHEC & believes that they are all way beyond capacity to comprehend. He likes to judge people on what they have accomplished in life & not the titles they hold. The DHEC permitting group are hiding behind their PE license and & he questions DHEC's capability to look at the drawings that were presented.

### **New Business:**

#### **5. Financial Review**

**Laura Prichard**

##### **March 2022**

- Salaries year to date through the month of March were over budget \$351k and sublet labor was under budget \$97k. Total salary and

sublet labor for the month of March was over budget \$254k. There were 5 pay periods in March.

- Landfill, Recycling and Yard Waste expense for the month of March was \$281k and \$2,426,946 for the year. Total over budget YTD \$192k.
- Recycling tonnage for March was 302. Of this total Sonoco issued a check for reimbursement of 105 tons of cardboard for \$13k. We had a Net income from recycling of \$2.5k.
- Total disposal tonnage for March was 7,207 tons for a net cost of \$281k.
- Yard waste cost for March was \$56k.
- Fleet cost for March was \$252k this was over budget \$80k. YTD fleet cost are over budget \$163k.
- As of March 31, 2022, we were over budget \$525k. Capital expense YTD was over budget \$220k and operations expense was over budget \$305k.
- Tax Collection in March was \$415,245, last March was \$442,332. We are \$540k ahead of last year's collections.
- Bank balances at the end of March were \$10,568,206.

**Topic: Financial Review for March 2022**

**Outcome:**

**Accepted.**

**1<sup>st</sup> Motion – Amanda Cass**

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

**Commissioners Approved (5-0)**

**New Business:**

**6. Safety, Health and Human Resources**

**Heidi McIlwain**

- As of April 20, 2022, we have 129 Operations employees, 11 Maintenance employees and 10 Administrative employees for a total of 150 employees.

- We are currently seeking CDL drivers.
- Two weeks from now, we will be holding New Hire Orientation classes upon hiring more helpers. We are planning ahead to ensure we have coverage.
- 5 employees out on FMLA/STD.
- 1 employee using intermittent FMLA
  - Commissioner Tony asked to know what each of the leaves were for and what occurred. Heidi explained: 2 employees had shoulder surgery, 1 employee had hip surgery, 1 employee with heart condition, 1 had a personal accident off the job that broke his leg. There is 1 intermittent employee that is working when she can. Son has compound fracture on his leg.
- 0 employees out on Worker's Compensation.
- Vehicular accidents and property damage incidents in March.
  - 3 vehicle accidents with 1 at fault.
  - 4 Property Damage Incidents with 3 at fault; Total cost \$2,793
  - 2 Employees issued warnings
- Employee Appreciation Luncheon will be held on our premises and is planned for June 14, 2022, between 11:00am and 2:00pm.
- Family Fun Fall Festival to be scheduled in either September or October.
- Safety accident review meeting was last week.
- On February 22<sup>nd</sup> an accident with a front loader that fell from the top of the truck on his face resulted in a broken nose. Following this incident, Tracy has implemented an annual training session regarding safety on the front loaders.
- Fall Protection- Tracy completed the training for Front Loader Drivers on 4/18/2022 which included 8 front loaders and 4 spare. Each employee was fitted and issued full body harnesses which also included double lanyards. After the training was complete, each employee was required to take a quiz.



- To help prevent falls going forward, anchors have been mounted on each truck by a certified welder as tie off point with lanyard.
  - Commissioner Amanda Cass asked are the front loaders to do this by themselves or do they call? Tracy & Dennis explained that they call their supervisor and wait. This can only be used once and then it must be replaced.

#### **New Business:**

##### **7. Maintenance**

**Dennis Hampton**

##### **March**

- |  |           |
|--|-----------|
| • Total Work Orders                    | 506       |
| • Preventative Maintenance Work Orders | 232       |
| • Total Gallons for Fuel               | 25,221.80 |
- 
- Second John Deere Loader in-service. We took delivery of the John Deere after they finished it this morning. It is ready to use tomorrow if needed.
  - Provided a handout to the commissioners & group detailing the extra expenditures listed on the financial report related to maintenance for each truck.

#### **New Business:**

##### **8. Administration**

**Steve Cole**

- Brian Garrison has been nominated by the County Council to be the new commissioner. This nomination still has to go to the Governors office, and that can take 30-60 days before an approval is granted.
- Would like an Executive Session to be initiated following today's meeting to discuss personnel issues.
- Thanked the shop for rebuilding an engine. He is glad that we can handle that in-house for the company. In his 12 years here, that has never been able to happen.

## **9. Commissioner Committee Reports**

### **Clay Jones**

- Discussed the fuel prices that are continuing to rise.
- The Shop is doing a great job thus far.
- The new trucks may be an easier way out compared to the older trucks.

### **Scott Porter**

- Great job Tracy on being proactive after the front loader accident. This is very impressive.
- Hasn't been on a route in a while and plans on doing that soon.
- He will be on Greenville County vacation next week and plans to spend part of a day here at Greater Greenville Sanitation.

### **Tony Earnest**

- Nothing to report.

### **Ken Ledford**

- When an employee gets hurt, it automatically falls into medical. This can get very expensive. Good Job taking care of our employees.
- Springtime is here- Make sure we are watching out for Copperhead snakes. Our workers are exposed due to the trash they are picking up daily.
- He once had a health-related issue due to a tick bite. There is now protection that can be purchased (leg strappings) that protect the lower legs & waist. This protective gear is good for up to 67 washings and protects you from tick bites.

### **Amanda Cass**

- Had a conversation with Carmel prior to the meeting regarding resources available for our employees. It's great that we help employees with whatever help they may need.

- Carmel was helping an employee sign up for their ADP payroll app on their personal cell phone. It is good that we offer this option, so employees don't have to wait for working hours just to receive help.

**Motion: To Enter Executive Session:**

- Personnel Issues

**Time:** 4:37 pm

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

**2<sup>nd</sup> Motion – Clay Jones**

**Commissioners Approved (5-0)**

**Motion: To Exit Executive Session:**

**Time:** 5:16 pm

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

**2<sup>nd</sup> Motion – Clay Jones**

**Commissioners Approved (5-0)**

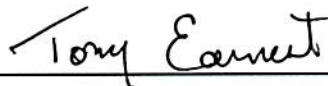
**Motion: To Adjourn the Meeting:**

**End Time:** 5:17 pm

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

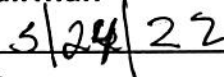
**2<sup>nd</sup> Motion – Scott Porter**

**Commissioners Approved (5-0)**



**Tony Earnest**

**Chairman**



**Date**



510 REPORT  
APRIL 30, 2022

		APRIL	APRIL	YTD	YTD	YTD
		BUDGET	ACTUAL	BUDGET	ACTUAL	VARIANCE
1	REVENUES					
2	PROPERTY TAXES	-	343,248	-	5,687,993	
3	SANITATION FEES	-	182,210	-	10,579,210	
4	INTEREST INCOME	-	498	-	1,979	
5	RECYCLING REVENUE	-	13,590	-	143,878	
6	SUBSCRIPTION SERVICES	-	79,274	-	584,516	
7	OTHER INCOME	-	174,901	-	1,112,792	
8						
9	TOTAL REVENUES	-	793,721	-	18,110,369	
10						
11	OPERATIONAL EXPENSES					
12	SALARIES	\$ 418,066	442,582	4,625,547	5,000,973	\$ (375,426)
13	SUBLET LABOR	20,833	572	208,333	91,418	116,916
14	SAFETY & TRAINING	3,333	23,546	33,333	43,489	(10,156)
15	EMPLOYEE AWARDS	3,333	7,367	33,333	63,764	(30,430)
16	SOCIAL SECURITY TAXES	32,704	32,569	353,616	367,610	(13,994)
17	RETIREMENT/ SCRS	70,154	70,897	758,540	794,162	(35,622)
18	UNEMPLOYMENT TAXES	2,692	940	29,111	6,673	22,437
19	EMPLOYEE WELLNESS	1,250	121	12,500	4,102	8,398
20	MEDICAL INSURANCE	104,167	125,219	1,041,667	1,248,001	(206,334)
21	WORKER'S COMP	20,833	21,044	208,333	250,387	(42,053)
22	LIABILITY INSURANCE	5,833	7,023	58,333	72,894	(14,560)
23	VEHICLE & PROPERTY INSURANCE	9,583	14,027	95,833	133,712	(37,879)
24	LANDFILL DISPOSAL	207,000	208,132	1,941,000	2,205,501	(264,501)
25	RECYCLING DISPOSAL	16,000	11,827	152,200	112,550	39,650
26	YARDWASTE PROCESSING	36,000	42,736	401,000	460,520	(59,520)
27	OPERATING SUPPLIES	5,000	5,951	50,000	53,617	(3,617)
28	DAMAGE REPAIRS & CLAIMS	4,167	5,031	41,667	50,460	(8,793)
29	TELEPHONE	5,000	4,819	50,000	60,457	(10,457)
30	FINES & ASSESSMENTS	833	-	8,333	7,977	357
31	LANDFILL CLOSURE	-	-	-	-	-
32	UNIFORM RENTAL	5,833	(17,958)	58,333	74,530	(16,197)
33	FUEL	57,692	85,265	623,798	647,778	(23,980)
34	LUBRICANTS	6,154	5,385	66,538	56,670	9,868
35	PARTS/OUTSIDE REPAIRS	55,769	85,747	603,005	844,936	(241,931)
	PARTS/OUTSIDE REPAIRS	55,769	77,969	603,005	746,861	(143,857)
	FLEET CONSUMABLES & SERVICE	-	7,778	-	98,074	(98,074)
36	TIRES	25,000	25,393	270,313	234,340	35,972
37	SHOP SUPPLIES	2,500	4,733	25,000	38,933	(13,933)
38	JANITORIAL SUPPLIES & SERVICES	500	801	5,000	10,055	(5,055)
39	BUILDINGS & GROUNDS	6,250	7,461	62,500	95,524	(33,024)
40	UTILITIES	6,667	6,485	66,667	70,418	(3,751)
41	SECURITY	5,833	6,892	58,333	67,814	(9,480)
42	ENVIRONMENTAL REPAIRS	500	619	5,000	1,191	3,809
43	DOT TESTING & COMPLIANCE	833	1,289	8,333	17,943	(9,610)
44	OFFICE SUPPLIES	21,000	15,031	210,000	154,066	55,934
45	PROFESSIONAL SERVICES	11,667	12,587	71,667	130,902	(59,235)
46	AUDIT FEES	-	-	15,000	16,250	(1,250)
47	BUSINESS LUNCHEON, MEETING, ETC	625	210	6,250	3,506	2,744
48	PROFESSIONAL DUES	208	-	2,083	426	1,657
49	BUSINESS TRAVEL	1,250	-	12,500	832	11,668
50	LEGAL ADVERTISING	458	-	4,583	383	4,200
51	TAX REFUNDS	417	975	4,167	6,855	(2,688)
52	RECYCLING EDUCATION	-	-	-	25,000	(25,000)
53	RECYCLING MARKETING	-	-	-	-	-
54	PROMOTING COMMUNITY GREEN	-	-	-	-	-
55	DEBT SERVICE	99,111	-	991,107	-	991,107
56						
57	TOTAL OPERATIONAL EXPENSE	1,275,051	1,265,320	13,272,857	13,526,618	(253,761)
58						
59	EQUIPMENT (VEHICLES)	-	-	1,253,000	1,597,895	(344,895)
60	NON-EQUIP (CONT. CARTS, ETC.)	37,500	48,491	412,500	358,476	54,024
61	BUILDING PROJECTS	12,500	-	125,000	53,113	71,888
62						
63	TOTAL CAPITAL EXPENSE	50,000	48,491	1,790,500	2,009,483	(218,983)
64						
65	TOTAL COMPANY WIDE EXPENSE	1,325,051	1,313,811	15,063,357	15,536,101	(472,744)
	OPERATIONS UNDER/(OVER) BUDGET					(253,761)
	TOTAL UNDER/(OVER) BUDGET					\$ (472,744)

APPROVED BY:

*Tom Earnest*

DATE:

*5/27/22*



TAX COLLECTION SUMMARY 2021-2022 AS OF APRIL 30, 2022

	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-21	79,221.86	116,562.87	46,210.00	112,545.00	1,669.38	1,985.02	0.00	-	127,101.24	231,092.89	(103,991.65)
Aug-21	83,088.81	84,632.08	45,625.00	73,485.00	0.00	1,102.42	7,191.84	7,111.42	135,905.65	166,330.92	(30,425.27)
Sep-21	107,000.75	78,412.21	146,390.00	52,765.00	2,390.17	962.55	-	-	255,780.92	132,139.76	123,641.16
Oct-21	78,608.69	69,111.09	86,525.00	46,770.00	-	-	-	-	165,133.69	115,881.09	49,252.60
Nov-21	223,303.91	422,390.90	480,430.00	1,089,525.00	3,022.52	2,398.60	-	7,111.42	706,756.43	1,521,425.92	(814,669.49)
Dec-21	2,385,099.81	2,071,108.91	5,305,455.00	4,920,555.00	-	1,236.35	-	-	7,690,554.81	6,992,900.26	697,654.55
Jan-22	2,115,896.55	1,872,307.67	3,719,430.00	3,155,660.00	2,763.06	1,256.15	13,987.22	7,191.84	5,852,076.83	5,036,415.66	815,661.17
Feb-22	149,933.15	249,541.02	292,145.00	363,000.00	1,545.42	1,283.33	-	-	443,623.57	613,824.35	(170,200.78)
Mar-22	138,914.05	165,940.81	274,790.00	275,005.00	1,540.61	1,386.44	-	-	415,244.66	442,332.25	(27,087.59)
Apr-22	381,205.52	380,628.37	182,210.00	189,040.00	2,545.70	2,149.27	6,993.61	-	572,954.83	571,817.64	1,137.19
May-22	-	-	-	-	-	-	-	-	-	-	-
Jun-22	-	-	-	-	-	-	-	-	-	-	-
TOTALS	5,742,273.10	5,510,635.93	10,579,210.00	10,278,350.00	15,476.86	13,760.13	28,172.67	21,414.68	16,365,132.63	15,824,160.74	540,971.89

# April 30, 2022

NAME OF BANK ACCOUNT	ACCOUNT BALANCE	TRUST INSTITUTION	GL NUMBER
TD - HEALTH & DENTAL	\$ 56,773	TD BANK	1135000
TD - WORKER'S COMP	\$ 999,200	TD BANK	1155000
TD - TPA WORK COMP	\$ 386	TD BANK	1156000
TD - BOND ESCROW	\$ 5,005	TD BANK	1175000
TD - OPERATIONS	\$ 8,748,849	TD BANK	1195000
TD - PAYROLL	\$ 1,061	TD BANK	1196000
TOTAL BANK BALANCE	\$ 9,811,275		
APPROVED: <i>Joy Conant</i>	DATE: <i>5/24/22</i>		