



**January 23, 2024, COMMISSION MEETING MINUTES**

**Attendees:**

**Commissioners:**

Tony Earnest  
Ken Ledford  
Scott Porter  
Brian Garrison

**Attendees:**

**Staff:**

Steve Cole  
Carmel Williams  
Akayla Barton  
Laura Prichard  
Kris Robertson  
Brian Chambers

**Third Party Attendees:**

Ed Paxton  
David Davis

**Agenda Items:**

**1. Open Meeting:**

Mr. Scott Porter called the meeting to order at 4:01 pm

**2. Invocation:**

**Brian Chambers**

**3. Approval of Minutes:**

Last Meeting Minutes– November 28, 2023

**Outcome:**

**Accepted.**

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

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

**Commissioners Approved (4-0)**

**New Business:**

**4. Election of Officers**

**Chairman**

- Chairman opened the floor for the Chairman nominations
  - Tony Earnest nominated Scott Porter
  - Ken Ledford Seconded the nomination
  - There were no other nominations
- The floor was closed for chairman nominations

**Outcome:**

**Accepted.**

**Commissioners Vote (4-0)**

- Chairman opened the floor for Vice Chairman nominations
  - Tony Earnest nominated Ken Ledford
  - Brian Garrison Seconded the nomination
- The floor was closed for vice chairman nominations

**Outcome:**

**Accepted.**

**Commissioners Vote (4-0)**

**Scott Porter is now the Chairman and Ken Ledford is now the Vice Chairman.**

**5. Speakers:**

**David Davis- Resident**

- Concerned with the yard waste pickup from roads and ditches in the Riverbend Community. Asked if any policies could be defined about ditches being protected?
- GGSC does a great job removing debris but feel as though our equipment takes extra soil than necessary.
- Passed out a list of the current problem areas while seeking solutions from the board.

**6. Financial Review**

**Laura Prichard**

**November 2023**

- Salaries year to date through the month of November were over budget \$149k. Total salary and sublet labor for the month of November was over budget \$107k. There were 5 pay periods in November.
- Landfill and Yard Waste for the month of November was \$270k and \$1,069k for the year. Total over budget YTD \$121k.
- Total disposal tonnage for November was 6,415 tons for a cost of \$152k.
- Yard waste cost for November was \$117k.
- Fleet cost for November was \$222k this was over budget \$33k. YTD fleet cost was over budget \$85k.
- As of November 30, 2023, we were over budget \$1,790k. Capital expense YTD was over budget \$2,540k and operations expense was under budget \$750k.
- Tax Collection in November was \$807,756, last November was \$1,558,691. We are \$850k behind last year's collections.
- Bank balances at the end of November were \$3,050,445.

## **December 2023**

- Salaries year to date through the month of December were over budget \$303k. Total salary and sublet labor for the month of December was over budget \$154k. This amount included a Christmas bonus and service awards. There were 4 pay periods in December.
- Landfill and Yard Waste for the month of December was \$200k and \$1,270k for the year. Total over budget YTD \$135k.
- Total disposal tonnage for December was 5,998 tons for a cost of \$121k.
- The yard waste cost for December was \$79k.
- Fleet cost for December was \$202k this was over budget \$34k. YTD fleet cost was over budget \$119k.
- As of December 31, 2023, we were over budget \$1,835k. Capital expense YTD was over budget \$2,594k and operations expense was under budget \$759k.
- Tax Collection in December was \$4,700,444, last December was \$4,059k. We are \$209k behind last year's collections.
- Bank balances at the end of December were \$2,844,576.

**Topic:** Financial Review for November & December 2023

**Outcome:**

**Accepted.**

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

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

**Commissioners Approved (4-0)**

## **New Business:**

### **7. Human Resources, Safety & Training**

**Steve Cole**

- As of November 28, 2023, we have 96 Operations employees, 4 Temporary Employees, 11 Maintenance employees and 12 Administrative employees for a total of 119 employees.
- 2 employees out on Medical Leave.
- 3 employees on Worker's Compensation.

- Vehicular accidents & property damage incidents in November 2023.
  - 4 vehicle accidents with 1 at fault
  - 2 Property Damage Incidents with 1 at fault
    - 1 received written warnings.
    - 1 employee previously termed for other reasons.
- Vehicular accidents & property damage incidents in December 2023.
  - 0 vehicle accidents
  - 1 Property Damage Incidents with 0 at fault

**New Business:**

**8. Maintenance**

**Steve Cole**

**November**

- Total Work Orders 475
- Preventative Maintenance Work Orders 123
- Total Gallons for Fuel 30,765

**December**

- Total Work Orders 529
- Preventative Maintenance Work Orders 209
- Total Gallons for Fuel 25,959

- Large Maintenance Expenses for November 2023:
  - \$5,504 Replaced Rear Brakes, Wheel Cylinder & Hubcaps #108
  - \$3,833 Replaced Front Engine Cover #347
  - \$10,230 Replaced Slide Blade Assembly #349
  - \$3,168 Replaced Exhaust & EGR Kit #412
  - \$4,501 Replaced Ladder on Front Loader #415
  - \$3,387 Replaced Rear U Bolts #419
  - \$3,069 Replaced DEF fluid-Selective Catalyst Reduction #420
    - Total Large Expenses \$33,693
    - TOTAL PARTS COST FOR NOVEMBER \$67,943
- Large Maintenance Expenses for December 2023:
  - \$2,378 Replaced Brake, Wheel Seals & Bearings #357

- \$7,134 Replace Hydraulic Tank Damaged at Landfill (Invoice sent to Landfill for reimbursement) #365
  - \$6,087 Replaced High Pressure Fuel Pump Assembly # 416
  - \$3,759 Replaced Brakes, Bearings & NOX Sensor #417
  - \$4,567 Replaced Rear Spring #419
  - \$10,586 Replaced Diesel Particulate Sensor (DPF) & Catalyst Kit #615
  - \$5,581 Replaced Rear Axle Carrier Housing & Gears #618
    - Total Large Expenses \$40,092
    - TOTAL PARTS COST FOR DECEMBER \$76,222
- **Sonny Cole joins GGSC as the new Building Maintenance Technician**

#### **New Business:**

#### **9. Administration**

**Steve Cole**

- We currently have 14 Automated Side Loaders on the route and 5 Rear Loaders.
- We need a new flatbed and Velocity trucks have a chassis that we can purchase.
  - Purchase price of the new truck is \$84,938.00
- Route changes are done and should be finalized by the end of next week.

#### **Current list of upcoming developments in our district:**

<b>PROPERTY TYPES</b>	<b>COUNT</b>	<b>LOTS</b>
Apartment	4	579
Commercial	2	12
Mixed Use	1	100
Residential	28	1853
Townhomes	<u>20</u>	<u>1769</u>
	<b>55</b>	<b>4313</b>

**Topic: Motion to Approve the Purchase of a New flatbed for \$85,000**

**Outcome:**

**Accepted.**

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

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

**Commissioners Approved (4-0)**

**10. Commissioner Committee Reports**

**Scott Porter**

- The next few months are going to be busy, so let's all pull together and get through it.
- Recalled on David Davis statement; stated that if Mr. Davis created a task force consisting of Greenville County and Council, would be more than happy to discuss any ideas or create a better plan for roads and ditches.

**Tony Earnest**

- Thank you to Steve and the entire organization.
- Looking forward to taking on the upcoming challenges with superb effort
- Last year was great and the upcoming year will be greater.

**Ken Ledford**

- Nothing to report regarding Medical.
- Pleased with Brian and Kendall ideas concerning maintenance, good job with repairs.
- Great hire Steve with Sonny Cole

**Brian Garrison**

- The types of structures that we service are forever changing; Good job staying ahead of changes and development.
- Anyone directly or indirectly touching safety is doing a good job and continue to do so.

**Motion: To Adjourn the Meeting:**  
**End Time: 4:38 pm**

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

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

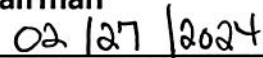
**Commissioners Approved (4-0)**



---

**Scott Porter**

**Chairman**



---

**Date**

510 REPORT  
DECEMBER 31, 2023

		DECEMBER BUDGET	DECEMBER ACTUAL	YTD BUDGET	YTD ACTUAL	YTD VARIANCE
1	REVENUES					
2	PROPERTY TAXES	-	1,553,154	-	2,165,908	
3	SANITATION FEES	-	3,146,467	-	3,921,687	
4	INTEREST INCOME	-	6,633	-	89,916	
5	RECYCLING REVENUE	-	-	-	-	
6	SUBSCRIPTION SERVICES	-	72,240	-	524,225	
7	OTHER INCOME	-	74,818	-	611,202	
8						
9	TOTAL REVENUES	-	4,853,312	-	7,312,938	
10						
11	OPERATIONAL EXPENSES					
12	SALARIES	\$ 456,204	609,804	2,923,550	3,225,835	\$ (302,284)
13	SUBLET LABOR	-	-	-	1,019	(1,019)
14	SAFETY & TRAINING	835	101	5,010	8,958	(3,948)
15	EMPLOYEE AWARDS	26,000	15,403	55,000	53,586	1,414
16	SOCIAL SECURITY TAXES	34,310	45,163	223,015	238,956	(15,941)
17	RETIREMENT/ SCRS	82,568	88,781	536,694	566,833	(30,139)
18	UNEMPLOYMENT TAXES	769	472	5,000	2,509	2,491
19	EMPLOYEE WELLNESS	192	211	1,250	1,541	(291)
20	MEDICAL INSURANCE	112,500	125,425	675,000	720,311	(45,311)
21	WORKER'S COMP	20,835	21,381	124,990	112,777	12,213
22	LIABILITY INSURANCE	7,500	8,108	45,000	47,624	(2,624)
23	VEHICLE & PROPERTY INSURANCE	14,585	20,627	87,490	119,359	(31,869)
24	LANDFILL DISPOSAL	127,000	121,334	825,000	854,567	(29,567)
25	RECYCLING DISPOSAL	-	-	-	-	-
26	YARDWASTE PROCESSING	60,000	79,099	310,000	415,313	(105,313)
27	OPERATING SUPPLIES	5,000	2,288	30,000	39,775	(9,775)
28	DAMAGE REPAIRS & CLAIMS	5,420	5,787	32,520	34,412	(1,892)
29	TELEPHONE	5,420	5,816	32,520	35,398	(2,878)
30	FINES & ASSESSMENTS	830	6,873	4,980	15,860	(10,880)
31	LANDFILL CLOSURE	-	-	-	-	-
32	UNIFORM RENTAL	6,200	4,906	50,000	36,900	13,100
33	FUEL	75,000	85,601	487,500	535,730	(48,230)
34	LUBRICANTS	6,154	7,211	40,000	42,977	(2,977)
35	PARTS/OUTSIDE REPAIRS	59,615	76,222	387,500	458,360	(70,860)
36	TIRES	27,308	32,624	177,500	174,272	3,228
37	SHOP SUPPLIES	4,615	3,837	29,999	28,909	1,090
38	JANITORIAL SUPPLIES & SERVICES	835	684	5,010	3,023	1,987
39	BUILDINGS & GROUNDS	10,000	5,484	60,000	42,739	17,261
40	UTILITIES	7,000	9,919	42,000	50,658	(8,658)
41	SECURITY	7,000	3,420	42,000	31,034	10,966
42	ENVIRONMENTAL REPAIRS	500	-	3,000	2,507	493
43	DOT TESTING & COMPLIANCE	1,250	2,906	7,500	9,700	(2,200)
44	OFFICE SUPPLIES	12,917	12,618	77,502	82,757	(5,255)
45	PROFESSIONAL SERVICES	14,585	15,955	87,490	67,884	19,606
46	AUDIT FEES	-	-	17,000	17,850	(850)
47	BUSINESS LUNCHEON, MEETING, ETC	625	1,692	3,750	2,845	905
48	PROFESSIONAL DUES	83	-	502	-	502
49	BUSINESS TRAVEL	417	-	2,502	-	2,502
50	LEGAL ADVERTISING	125	-	750	-	750
51	TAX REFUNDS	1,000	-	2,500	-	2,500
55	DEBT SERVICE	233,452	-	1,400,712	-	1,400,712
56						
57	TOTAL OPERATIONAL EXPENSE	1,428,650	1,419,751	8,841,736	8,082,778	758,958
58						
59	EQUIPMENT (VEHICLES)	-	80,000	865,000	3,515,254	(2,650,254)
60	NON-EQUIP (CONT, CARTS, ETC.)	37,500	11,556	225,000	168,710	56,290
61	BUILDING PROJECTS	-	-	-	-	-
62						
63	TOTAL CAPITAL EXPENSE	37,500	91,556	1,090,000	3,683,964	(2,593,964)
64						
65	TOTAL COMPANY WIDE EXPENSE	1,466,150	1,511,307	9,931,736	11,766,742	(1,835,006)
	OPERATIONS UNDER/(OVER) BUDGET					758,958
	TOTAL UNDER/(OVER) BUDGET					\$ (1,835,006)

APPROVED BY:

*Ycotti*

DATE:

01/23/2024

TAX COLLECTION SUMMARY 2023-2024 AS OF December 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-23	106,284.18	77,566.93	45,745.00	42,425.00	1,761.23	1,342.61	0.00	0.00	153,790.41	121,334.54	32,455.87
Aug-23	72,475.07	83,657.99	46,425.00	39,855.00	0.00	1,348.91	6,869.76	6,993.61	125,769.83	131,855.51	(6,085.68)
Sep-23	87,381.05	123,910.20	59,640.00	142,085.00	2,396.93	1,373.80	-	-	149,417.98	267,369.00	(117,951.02)
Oct-23	104,360.64	83,789.44	88,000.00	115,415.00	759.28	1,331.90	6,869.76	6,993.61	199,989.68	207,529.95	(7,540.27)
Nov-23	272,346.46	477,700.73	535,410.00	1,080,990.00	0.00	0.00	0.00	0.00	807,756.46	1,558,690.73	(750,934.27)
Dec-23	1,553,153.58	1,346,467.91	3,146,467.00	2,710,890.00	823.73	1,657.67	0.00	0.00	4,700,444.31	4,059,015.58	641,428.73
Jan-24	-	-	-	-	-	-	-	-	-	-	-
Feb-24	-	-	-	-	-	-	-	-	-	-	-
Mar-24	-	-	-	-	-	-	-	-	-	-	-
Apr-24	-	-	-	-	-	-	-	-	-	-	-
May-24	-	-	-	-	-	-	-	-	-	-	-
Jun-24	-	-	-	-	-	-	-	-	-	-	-
TOTALS	241961000.981	2,193,093.20	31921687.00	4,131,660.00	6741517	7,054.89	13739652	13,987.22	61376168.67	6,345,795.31	(208,626.64)

December 31, 2023			
NAME OF BANK ACCOUNT	ACCOUNT BALANCE	TRUST INSTITUTION	GL NUMBER
TD - HEALTH & DENTAL	\$ 30,583	TD BANK	1135000
TD - WORKER'S COMP	\$ 1,009,014	TD BANK	1155000
TD - TPA WORK COMP	\$ 461	TD BANK	1156000
TD - BOND ESCROW	\$ 27,208	TD BANK	1175000
TD - OPERATIONS	\$ 1,777,311	TD BANK	1195000
TD - PAYROLL	\$ -	TD BANK	1196000
TOTAL BANK BALANCE	\$ 2,844,576		
	APPROVED: <i>[Signature]</i>		DATE: 01/23/2024

510 REPORT  
JANUARY 31, 2024

		JANUARY BUDGET	JANUARY ACTUAL	YTD BUDGET	YTD ACTUAL	YTD VARIANCE
1	REVENUES					
2	PROPERTY TAXES	-	3,353,453	-	5,519,362	
3	SANITATION FEES	-	6,077,225	-	9,998,912	
4	INTEREST INCOME	-	4,312	-	94,228	
5	RECYCLING REVENUE	-	-	-	-	
6	SUBSCRIPTION SERVICES	-	112,970	-	637,195	
7	OTHER INCOME	-	96,841	-	708,044	
8						
9	TOTAL REVENUES	-	9,644,802	-	16,957,740	
10						
11	OPERATIONAL EXPENSES					
12	SALARIES	\$ 555,320	595,216	3,478,871	3,821,051	\$ (342,180)
13	SUBLET LABOR	-	-	-	1,019	(1,019)
14	SAFETY & TRAINING	835	(225)	5,845	8,733	(2,888)
15	EMPLOYEE AWARDS	2,000	544	57,000	54,130	2,870
16	SOCIAL SECURITY TAXES	40,743	44,124	263,758	283,081	(19,322)
17	RETIREMENT/ SCRS	98,050	106,379	634,744	673,212	(38,468)
18	UNEMPLOYMENT TAXES	913	1,157	5,913	3,666	2,248
19	EMPLOYEE WELLNESS	228	221	1,478	1,762	(284)
20	MEDICAL INSURANCE	112,500	162,532	787,500	882,843	(95,343)
21	WORKER'S COMP	20,835	21,695	145,825	134,473	11,352
22	LIABILITY INSURANCE	7,500	8,108	52,500	55,732	(3,232)
23	VEHICLE & PROPERTY INSURANCE	14,585	22,716	102,075	142,075	(40,000)
24	LANDFILL DISPOSAL	150,000	151,082	975,000	1,005,649	(30,649)
25	RECYCLING DISPOSAL	-	-	-	-	-
26	YARDWASTE PROCESSING	40,000	38,360	350,000	453,673	(103,673)
27	OPERATING SUPPLIES	5,000	2,763	35,000	42,538	(7,538)
28	DAMAGE REPAIRS & CLAIMS	5,420	6,388	37,940	40,800	(2,860)
29	TELEPHONE	5,420	6,174	37,940	41,572	(3,632)
30	FINES & ASSESSMENTS	870	-	5,850	15,860	(10,010)
31	LANDFILL CLOSURE	-	-	-	-	-
32	UNIFORM RENTAL	19,000	16,417	69,000	53,317	15,683
33	FUEL	89,062	81,404	576,562	617,134	(40,572)
34	LUBRICANTS	7,308	11,976	47,308	54,953	(7,645)
35	PARTS/OUTSIDE REPAIRS	70,793	72,600	458,293	530,960	(72,667)
36	TIRES	32,428	22,682	209,928	196,954	12,974
37	SHOP SUPPLIES	5,481	8,615	35,480	37,524	(2,044)
38	JANITORIAL SUPPLIES & SERVICES	835	764	5,845	3,787	2,058
39	BUILDINGS & GROUNDS	10,000	21,027	70,000	63,766	6,234
40	UTILITIES	7,000	11,271	49,000	61,929	(12,929)
41	SECURITY	7,000	4,170	49,000	35,204	13,796
42	ENVIRONMENTAL REPAIRS	500	985	3,500	3,492	8
43	DOT TESTING & COMPLIANCE	1,250	2,791	8,750	12,491	(3,741)
44	OFFICE SUPPLIES	12,917	13,320	90,419	96,077	(5,658)
45	PROFESSIONAL SERVICES	14,585	15,988	102,075	83,872	18,203
46	AUDIT FEES	-	-	17,000	17,850	(850)
47	BUSINESS LUNCHEON, MEETING, ETC	625	421	4,375	3,266	1,109
48	PROFESSIONAL DUES	83	-	585	-	585
49	BUSINESS TRAVEL	417	29	2,919	29	2,890
50	LEGAL ADVERTISING	125	-	875	-	875
51	TAX REFUNDS	1,000	325	3,500	325	3,175
55	DEBT SERVICE	233,452	1,460,800	1,634,164	1,460,800	173,364
56						
57	TOTAL OPERATIONAL EXPENSE	1,574,081	2,912,820	10,415,818	10,995,599	(579,781)
58						
59	EQUIPMENT (VEHICLES)	365,000	84,938	1,230,000	3,600,192	(2,370,192)
60	NON-EQUIP (CONT, CARTS, ETC.)	37,500	5,850	262,500	174,560	87,940
61	BUILDING PROJECTS	-	-	-	-	-
62						
63	TOTAL CAPITAL EXPENSE	402,500	90,788	1,492,500	3,774,752	(2,282,252)
64						
65	TOTAL COMPANY WIDE EXPENSE	1,976,581	3,003,609	11,908,318	14,770,351	(2,862,033)
	OPERATIONS UNDER/(OVER) BUDGET					(579,781)
	TOTAL UNDER/(OVER) BUDGET					\$ (2,862,033)

APPROVED BY:

*Yvette Fox*

DATE:

02/27/2024

TAX COLLECTION SUMMARY 2023-2024 AS OF January 31, 2024

	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-23	106,284.18	77,566.93	45,745.00	42,425.00	1,761.23	1,342.61	0.00	0.00	153,790.41	121,334.54	32,455.87
Aug-23	72,475.07	83,657.99	46,425.00	39,855.00	0.00	1,348.91	6,869.76	6,993.61	125,769.83	131,855.51	(6,085.68)
Sep-23	87,381.05	123,910.20	59,640.00	142,085.00	2,396.93	1,373.80	-	-	149,417.98	267,369.00	(117,951.02)
Oct-23	104,360.64	83,789.44	88,000.00	115,415.00	759.28	1,331.90	6,869.76	6,993.61	199,989.68	207,529.95	(7,540.27)
Nov-23	272,346.46	477,700.73	535,410.00	1,080,990.00	0.00	0.00	0.00	0.00	807,756.46	1,558,690.73	(750,934.27)
Dec-23	1,553,153.58	1,346,467.91	3,146,467.00	2,710,890.00	823.73	1,657.67	0.00	0.00	4,700,444.31	4,059,015.58	641,428.73
Jan-24	3,353,453.30	3,113,305.66	6,077,225.00	5,779,194.49	3,643.21	1,979.49	6,562.63	6,869.76	9,440,884.14	8,901,349.40	539,534.74
Feb-24	-	-	-	-	-	-	-	-	-	-	-
Mar-24	-	-	-	-	-	-	-	-	-	-	-
Apr-24	-	-	-	-	-	-	-	-	-	-	-
May-24	-	-	-	-	-	-	-	-	-	-	-
Jun-24	-	-	-	-	-	-	-	-	-	-	-
TOTALS	5,549,454.28	5,306,398.86	9,998,912.00	9,910,854.49	9,384.38	9,034.38	20,302.15	20,856.98	15,578,052.81	15,247,144.71	330,908.10

January 31, 2024			
NAME OF BANK ACCOUNT	ACCOUNT BALANCE	TRUST INSTITUTION	GL NUMBER
TD - HEALTH & DENTAL	\$ 95,049	TD BANK	1135000
TD - WORKER'S COMP	\$ 1,009,014	TD BANK	1155000
TD - TPA WORK COMP	\$ 461	TD BANK	1156000
TD - BOND ESCROW	\$ 27,251	TD BANK	1175000
TD - OPERATIONS	\$ 3,166,485	TD BANK	1195000
TD - PAYROLL	\$ -	TD BANK	1196000
TOTAL BANK BALANCE	\$ 4,298,260		
APPROVED: <i>hette fuh</i>		DATE: 02/27/2024	