



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

JANUARY 28, 2020 COMMISSION MEETING MINUTES

Attendees:

Commissioners: Scott Porter, Tony Earnest, Clay Jones
Ken Ledford, David Armstrong

Attendees:

Staff: Steve Cole, Brandon Hunter, Dennis
Hampton, Heidi McIlwain, Laura Prichard,
Kris Robertson, Brian Chambers

Absent Attendees:

Don Beal and Tracy Haynes

Third Party Attendees:

Ed Paxton – Resident

Agenda:

1. Mr. Clay Jones called the meeting to order at 4:00pm

Invocation:

Dennis Hampton

Approval of Minutes:

Last Meeting Minutes –November 26, 2019

Outcome:

Accepted.

1st Motion – Dave Armstrong

2nd Motion – Tony Earnest

Commissioners Approved (5-0)

Election of Officers:

Clay Jones nominated as Chairman.

1st Nomination – Tony Earnest

2nd Nomination – Ken Ledford

Commissioners Approved (5-0)

Tony Earnest nominated as Vice Chairman.

1st Nomination – Clay Jones

2nd Nomination – 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 pages 5.

Annexation of 2 parcels on Stallings Road off of Rutherford Road

A resolution to approve the annexation of **2 parcels on Stallings Road off Rutherford 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 – Tony Earnest

2nd Motion – Ken Ledford

Commissioners Approved (5-0)

The following sections can be reviewed with the enclosed Greater Greenville Sanitation Power Point Slide Packet. Reference pages 6-29.

Financials – Steve Cole

- **Financial Review for November and December 2019**

(Pages 6-13)

- Salaries is underbudget but temp labor is overbudget. We have offered full time jobs to the temporary employees that we want to keep. Most of the temporary employees will be going home by the end of the week.
- November was the first month we had to pay for Recycling, for a total of \$7,245(\$25 per ton). December was \$13,769 (\$45 per ton) and January will be around \$20K (\$65 per ton).
- Even though we collected 4500 tone of Yard Waste in December alone, we were still under budget by \$242.
- Fuel prices continue to remain low and we are under budget.
- Parts/Outside repair is overbudget due to repairs from accidents, but we have collected \$44K in insurance proceeds to offset some of this cost. It is also over due to more vehicles on the road.
- Shop Supplies is over budget due to implementation of new software.

- Vehicle and Property Insurance is over budget due to a significant increase from the Insurance Reserve Fund. Even with the increase, it remains lower than if we were to go with a private company.
- Recycling Education is over budget due to the \$25K (75K total over 3 years) that we committed to Roper Mountain Science Center for their recycling education program. GGSC will not be doing the WasteLab as of the 2020-2021 school year.
- As of December 2019 YTD, we are under budget by \$555K. Capital Expense is underbudget by \$526K and Operations Expense is underbudget by \$29K.
- Tax Collection this year for November was \$1,739,175.60, last November was \$715,103.68. Tax Collection this year for December was \$6,692,187.16, last December was \$5,267,034.38. Year to date, we are 1,425,152.78 ahead on tax collections from last year.
- Total bank balances at the end of October was \$2,985,564.

- **Topic: Financial Review for November and December 2019.**

Outcome:

Accepted.

1st Motion – David Armstrong

2nd Motion – Scott Porter

Commissioners Approved (5-0)

Speakers:

- **Ed Paxton – Resident**
 - Would like a training program put in place for Commissioners being appointed.
 - Complimented the Yard Waste crews on a job well done this season.

Safety, Health and Human Services – Heidi McIlwain

(Pages 14-18)

- Introduced Laura Prichard as the new Director of Finance.
- 0 liability claims and 3 auto claims.

- Accident Review Committee was launched on January 21st and will continue to meet each month to review the previous months accidents. Attendees: Scott Porter, Tracy Haynes, Don Beal, Heidi McIlwain and Steve Cole.
- We currently have 131 employees and 12 temporary employees. For a total of 143 employees.
- 1 employee out on FMLA/STD.
- 2 employees out on Worker's Compensation.
- New employee training videos are complete and ready to be used.
- Employee Events
 - All Employee Meeting and Safety Training:
 - March 10th at West End Community Development Center

Maintenance – Dennis Hampton

(Pages 19-22)

- Diesel fuel usage is up slightly due to more trucks being on the road.
- Fuel prices are coming down. We received a delivery today and it was \$.08 cheaper than 2 weeks ago.
- Tire usage is superb. We only replaced 10 tires in December but were also only serviced 2 out of 4 weeks.
- Michelin is prototyping an RFID pressure monitoring system for tires and have asked us to be one of their prototype sites.
- Parts are high due to an aging fleet and we are down 3 maintenance positions and are having to send some trucks out for repair.
- We are waiting on pricing for Preventative Maintenance to be done off site.
- The 3 rear loaders on order should be delivered by the end of next week at the latest.

Public Affairs and Education – Brandon Hunter

(Pages 23-26)

- Recycling tonnage for November was 290 for a cost of \$7,245. Recycling tonnage for December was 323 for a cost of \$13,769. The dollar amount s added into the Disposal cost.
- Disposal tonnage for November was 6,840 for a cost of \$202,677. Disposal tonnage for December was 9,462 for a cost of \$261,448.
- December and January were off months for WasteLab.

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

(Pages 27)

- Leaf season is complete.
- We are maintaining a one-week schedule on Yard Waste.
- We are analyzing routes and considering changes to some service days.
- Looking into getting recycling on a one-week schedule.

Administration Report – Steve Cole

(Pages 28-29)

- Hwy 124 project
 - We will be at 65% design completion within the next 2 weeks.
- Recycling Update
 - As of January 1st, we are paying \$65 per ton to dispose of recycling.
- Disposal prices at Republic will likely increase as they make some operational changes with respect to hauling.
- Items to discuss in Executive Session: Blackberry Valley, Intergovernmental Agreements and Annexations.

Commissioner Committee Reports

Scott Porter

- The Safety Committee is doing a great job in reviewing accidents, looking at fault and no fault and coming up with an action plan. Tracy is working on a Safe Driver Program.

Tony Earnest

- Operations is running smoothly.
- We are going to have to keep a close eye on recycling costs as we did not budget to pay for recycling disposal.

Clay Jones

- Commended Dennis on the work he is doing at the shop.

Ken Ledford

- Bowling league is complete.

David Armstrong

- Suggested we work with other agencies on recycling and communicate with the public.
- Kajima is doing a great job on the Highway 124 project.

Motion: To Enter Executive Session:

- **Topics:** Blackberry Valley, Intergovernmental Agreements, Annexations and Hwy 124.

Time: 4:55pm

1st Motion – David Armstrong

2nd Motion – Scott Porter

Commissioners Approved (5-0)

Motion: To Exit Executive Session:

Time: 6:04pm

1st Motion – David Armstrong

2nd Motion – Tony Earnest

Commissioners Approved (5-0)

Motion: To approve purchase of mobile lifts up to \$75K.

Outcome:

Accepted.

1st Motion – Ken Ledford

2nd Motion – Tony Earnest

Commissioners Approved (5-0)

Motion: To Adjourn Meeting:

Time: 6:56pm

1st Motion – David Armstrong

2nd Motion – Ken Ledford

Commissioners Approved (5-0)

Clay C Jones

Clay Jones

Chairman

2 - 25 - 2020

Date

510 REPORT
JANUARY 31, 2019

35	PARTS/OUTSIDE REPAIRS	52,083	64,292	364,583	551,138	(186,555)
36	TIRES	29,167	31,542	204,167	170,002	34,164
37	SHOP SUPPLIES	1,000	4,708	7,000	41,354	(34,354)
38	JANITORAL SUPPLIES & SERVICES	1,000	-	7,000	889	6,111
39	BUILDINGS & GROUNDS	5,833	5,226	40,833	42,951	(2,118)
40	UTILITIES	6,667	7,995	46,667	45,494	1,173
41	SECURITY	5,833	6,222	40,833	45,407	(4,574)
42	ENVIRONMENTAL REPAIRS	500	-	3,500	-	3,500
43	DOT TESTING & COMPLIANCE	1,667	977	11,667	4,170	7,497
44	OFFICE SUPPLIES	15,000	16,866	105,000	106,497	(1,497)
45	PROFESSIONAL SERVICES	6,667	12,783	46,667	60,964	(14,298)
46	AUDIT FEES	1,250	-	8,750	14,500	(5,750)
47	BUSINESS LUNCHEON, MEETING, ETC	625	310	4,375	4,413	(38)
48	PROFESSIONAL DUES	208	100	1,458	100	1,358
49	BUSINESS TRAVEL	2,083	-	14,583	2,002	12,581
50	LEGAL ADVERTISING	458	161	3,208	735	2,473
51	TAX REFUNDS	667	-	4,667	-	4,667
52	RECYCLING EDUCATION	1,250	466	8,750	34,249	(25,499)
53	RECYCLING MARKETING	1,250	-	8,750	-	8,750
54	PROMOTING COMMUNITY GREEN	-	-	-	-	-
55	DEBT SERVICE	100,958	-	706,706	553,201	153,506
56						
57	TOTAL OPERATIONAL EXPENSE	1,212,880	1,296,690	8,326,974	8,414,539	(87,566)
58						
59	EQUIPMENT (VEHICLES)	-	-	1,160,000	640,813	519,187
60	NON-EQUIP (CONT, CARTS, ETC.)	40,000	60,112	320,000	333,593	(13,593)
61						
62	TOTAL CAPITAL EXPENSE	40,000	60,112	1,480,000	974,406	505,594
63						
64	TOTAL COMPANY WIDE EXPENSE	\$ 1,252,880	1,356,801	9,806,974	9,388,946	\$ 418,028

OPERATIONS UNDER/(OVER) BUDGET (103,922) \$ (87,566)

TOTAL UNDER/(OVER) BUDGET \$ 418,028

APPROVED BY: 

DATE: 2-25-2020