



July 26, 2022, COMMISSION MEETING MINUTES

Attendees: **Commissioners:** Tony Earnest
Scott Porter
Ken Ledford
Amanda Cass

Attendees: **Staff:** Steve Cole
Laura Prichard
Heidi McIlwain
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 4:00 pm

2. Invocation:

Steve Cole

3. Approval of Minutes:

Last Meeting Minutes – June 28th, 2022

Outcome:

Accepted.

1st Motion – Ken Ledford

2nd Motion – Amanda Cass

Commissioners Approved (4-0)

New Business:

4. Annexations

Steve Cole

11 Greenwood Ave

1240 Altamont Road

11 Greenwood Ave Annexation

Outcome:

Accepted.

1st Motion – Ken Ledford

2nd Motion – Scott Porter

Commissioners Approved (4-0)

1240 Altamont Road Annexation

Outcome:

Accepted.

1st Motion – Amanda Cass

2nd Motion – Ken Ledford

Commissioners Approved (4-0)

New Business:

6. Speakers:

Ed Paxton – Resident:

- He was prepared to welcome the new commissioner to the board (Brian Garrison) and assumes things are off to a good start since he is not present. The new commissioner must have attended one meeting and saw enough that he didn't want to come back.
- The Greater Greenville Sanitation Commission application for the transfer station has more than necessary compared to other applications currently on file. He feels that our application we submitted was bulky/expensive and an attempt to throw our customers money away with all the unnecessary documents included.
- After completing a financial review- the service equipment should not go under the operating budget...this should be considered a capital expenditure.

7. Financial Review

Laura Prichard

June 2022

- Salaries year to date through the month of June were over budget \$471k and sublet labor was under budget \$157k. Total salary and sublet labor for the month of June was over budget \$314k. There were 4 pay periods in June.
- Landfill, Recycling and Yard Waste expense for the month of June was \$266k and \$3,150k for the year. Total over budget YTD \$220k.
- Recycling tonnage for June was 292. Of this total Sonoco issued a check for reimbursement of 86 tons of cardboard for \$12k. We had a Net expense from recycling of \$2k.
- Total disposal tonnage for June was 6,670 tons for a net cost of \$266k.
- Yard waste cost for June was \$49k.
- Fleet expenses for June were \$323k this was over budget \$160k. YTD fleet cost are over budget \$424k.

- As of June 30, 2022, we were over budget \$913k. Capital expense YTD was over budget \$416k and operations expense was over budget \$497k. Year End Fund Balance change of \$238k.
- Tax Collection in June was \$147,083, last June was \$199,023. We are \$515k ahead of last year's collections.
- Bank balances at the end of June were \$7,882,430.

Topic: Financial Review for June 2022

Outcome:

Accepted.

1st Motion – Scott Porter

2nd Motion – Ken Ledford

Commissioners Approved (4-0)

New Business:

8. Human Resources, Safety & Training

Heidi McIlwain

- As of July 19, 2022, we have 122 Operations employees, 10 Maintenance employees and 11 Administrative employees for a total of 143 employees.
- 0 employees out on FMLA/STD.
- 1 employee out on Worker's Compensation Leave (shoulder surgery).
- Vehicular accidents and property damage incidents in June.
 - 2 vehicle accidents with 1 at fault.
 - 5 Property Damage Incidents with 3 at fault
 - 1 Employee suspension with 2 employee warnings issued.
- Family Fun Fall Event is scheduled for Saturday, October 8, 2022. The event will be held at Frankie's Fun Park.
- We are addressing our turnover challenges and have come to the idea that we will start doing surveys on our new hires that have been with the company for at least 1 month. They will be asked how they are liking the job, have they faced any challenges, etc. Our turnover stems from the availability of options in the current workforce and people

are finding other employment that offer more money among other things and eventually just stop showing up to work. We have launched a referral bonus program like the CDL referral program for the recruitment of collectors.

- Our longest tenured employee (40+ years); Floyd Jackson, is currently out due to shoulder surgery following a work injury and will be out of work for a couple of months. He will surely be missed in his absence.
- Update on Brian- Since starting the CDL driver training program, 4 CDL drivers that we wouldn't have hired due to unsatisfactory driver assessments have completed his program. They are all doing well. We had a new driver start this week and another one will be starting Monday, August 1st.
- All the employees were happy with their recent pay increases.

New Business:

9. Maintenance

Steve Cole

June

- | | |
|--|-------|
| • Total Work Orders | 335 |
| • Preventative Maintenance Work Orders | 174 |
| • Total Gallons for Fuel | 24996 |
- The average monthly gas has increased more than double compared to last year prices. This hike in price has caused budget increase and overage.

New Business:

10. Administration

Steve Cole

- We have picked up close to 50 dumpsters since we started charging rental for recycling dumpsters.
- All new side loader routes have been identified. We are working to get as close to turn by turn directions possible for drivers to use.

- We are planning to start using the temporary staffing service for employees around September 1st. We will get ready to stop replacing people when they leave due to the use of the side loaders starting.
- The attorney for the Greenville County Board of Zoning Appeals has indicated no hearing date has been set for the follow-up April hearing.
- This will be the last week that we use Republic. All garbage will go to Twin Chimneys and all yard waste will go to SH Carter beginning August 1st.
- Meghan and Kris have worked on charts to provide more information on the routes related to our Growth/Development. The use of these charts/graphs will also help to explain why we may need additional routes due to growth.
- Kris & Corey have been working on an 18th route to be added due to the recent growth.
- Some customers service days are being moved. This will affect recycling, garbage, and yard waste. The mailers will be sent out to customers effected in September and October to ensure they know of the change.

11. Commissioner Committee Reports

Scott Porter

- Sat with Steve for a while to review the plan for the side loaders and to see what was going to work. Thumbs up on all the work that has went into getting this figured out.
- The safety is fantastic especially for the number of trucks we have out on the roads.
- There are currently no legal issues happening and nothing to report.

Tony Earnest

- Nothing to report

Ken Ledford

- It has been hot outside and our guys have been doing a good job getting out there and finishing early. They are ensuring that they're getting tons of fluids in this heat. The trucks came by his home around 9:30 am which was plenty early.

Amanda Cass

- Spoke with Heidi about the extra safety measures taking place in the office right now since the event at the school. She thinks it's a great thing and sees the progress coming along in the lobby.
- She is very excited for the new Training Center and will have to make sure she takes some time out to stop by and see how things are going.

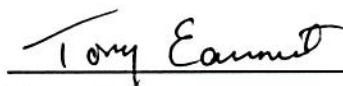
Motion: To Adjourn the Meeting:

End Time: 4:34pm

1st Motion – Ken Ledford

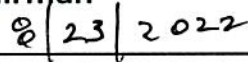
2nd Motion – Amanda Cass

Commissioners Approved (4-0)



Tony Earnest

Chairman



Date

510 REPORT
JULY 31, 2022

		JULY	JULY	YTD	YTD	YTD
		BUDGET	ACTUAL	BUDGET	ACTUAL	VARIANCE
1	REVENUES					
2	PROPERTY TAXES	-	77,567	-	77,567	
3	SANITATION FEES	-	42,425	-	42,425	
4	INTEREST INCOME	-	932	-	932	
5	RECYCLING REVENUE	-	8,787	-	8,787	
6	SUBSCRIPTION SERVICES	-	117,625	-	117,625	
7	OTHER INCOME	-	42,118	-	42,118	
8						
9	TOTAL REVENUES	-	289,455	-	289,455	
10						
11	OPERATIONAL EXPENSES					
12	SALARIES	\$ 477,952	477,172	477,952	477,172	\$ 780
13	SUBLET LABOR	-	-	-	-	-
14	SAFETY & TRAINING	500	89	500	89	411
15	EMPLOYEE AWARDS	2,000	1,549	2,000	1,549	451
16	SOCIAL SECURITY TAXES	35,912	35,310	35,912	35,310	602
17	RETIREMENT/ SCRS	83,211	83,570	83,211	83,570	(358)
18	UNEMPLOYMENT TAXES	773	267	773	267	506
19	EMPLOYEE WELLNESS	1,250	121	1,250	121	1,129
20	MEDICAL INSURANCE	120,837	125,002	120,837	125,002	(4,165)
21	WORKER'S COMP	20,834	13,840	20,834	13,840	6,994
22	LIABILITY INSURANCE	6,800	6,989	6,800	6,989	(189)
23	VEHICLE & PROPERTY INSURANCE	13,700	13,777	13,700	13,777	(77)
24	LANDFILL DISPOSAL	180,000	180,586	180,000	180,586	(586)
25	RECYCLING DISPOSAL	8,400	9,091	8,400	9,091	(691)
26	YARDWASTE PROCESSING	27,000	37,894	27,000	37,894	(10,894)
27	OPERATING SUPPLIES	5,000	2,085	5,000	2,085	2,915
28	DAMAGE REPAIRS & CLAIMS	5,000	10,266	5,000	10,266	(5,266)
29	TELEPHONE	6,000	6,114	6,000	6,114	(114)
30	FINES & ASSESSMENTS	200	-	200	-	200
31	LANDFILL CLOSURE	-	-	-	-	-
32	UNIFORM RENTAL	25,000	46,356	25,000	46,356	(21,356)
33	FUEL	61,836	88,505	61,836	88,505	(26,669)
34	LUBRICANTS	6,184	4,453	6,184	4,453	1,731
35	PARTS/OUTSIDE REPAIRS	65,701	53,605	65,701	53,605	12,096
36	TIRES	27,052	24,905	27,052	24,905	2,147
37	SHOP SUPPLIES	4,000	5,688	4,000	5,688	(1,688)
38	JANITORIAL SUPPLIES & SERVICES	500	759	500	759	(259)
39	BUILDINGS & GROUNDS	9,583	8,559	9,583	8,559	1,024
40	UTILITIES	7,000	7,133	7,000	7,133	(133)
41	SECURITY	7,000	6,139	7,000	6,139	862
42	ENVIRONMENTAL REPAIRS	500	213	500	213	288
43	DOT TESTING & COMPLIANCE	2,000	856	2,000	856	1,144
44	OFFICE SUPPLIES	15,583	12,138	15,583	12,138	3,445
45	PROFESSIONAL SERVICES	11,667	17,557	11,667	17,557	(5,890)
46	AUDIT FEES	-	-	-	-	-
47	BUSINESS LUNCHEON, MEETING, ETC	625	35	625	35	590
48	PROFESSIONAL DUES	210	(100)	210	(100)	310
49	BUSINESS TRAVEL	835	41	835	41	794
50	LEGAL ADVERTISING	100	100	100	100	(0)
51	TAX REFUNDS	415	-	415	-	415
52	RECYCLING EDUCATION	-	-	-	-	-
53	RECYCLING MARKETING	-	-	-	-	-
54	PROMOTING COMMUNITY GREEN	-	-	-	-	-
55	DEBT SERVICE	112,121	-	112,121	-	112,121
56						
57	TOTAL OPERATIONAL EXPENSE	1,353,281	1,280,661	1,353,281	1,280,661	72,621
58						
59	EQUIPMENT (VEHICLES)	-	-	-	-	-
60	NON-EQUIP (CONT, CARTS, ETC.)	75,000	112,050	75,000	112,050	(37,050)
61	BUILDING PROJECTS	-	-	-	-	-
62						
63	TOTAL CAPITAL EXPENSE	75,000	112,050	75,000	112,050	(37,050)
64						
65	TOTAL COMPANY WIDE EXPENSE	1,428,281	1,392,710	1,428,281	1,392,710	35,571
	OPERATIONS UNDER/(OVER) BUDGET					72,621
	TOTAL UNDER/(OVER) BUDGET					\$ 35,571

APPROVED BY:

Tony Earnest

DATE:

8/23/2022

TAX COLLECTION SUMMARY 2022-2023 AS OF JULY 31, 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-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	-	-	-	-	-	-	-	-	-	-	-
Sep-22	-	-	-	-	-	-	-	-	-	-	-
Oct-22	-	-	-	-	-	-	-	-	-	-	-
Nov-22	-	-	-	-	-	-	-	-	-	-	-
Dec-22	-	-	-	-	-	-	-	-	-	-	-
Jan-23	-	-	-	-	-	-	-	-	-	-	-
Feb-23	-	-	-	-	-	-	-	-	-	-	-
Mar-23	-	-	-	-	-	-	-	-	-	-	-
Apr-23	-	-	-	-	-	-	-	-	-	-	-
May-23	-	-	-	-	-	-	-	-	-	-	-
Jun-23	-	-	-	-	-	-	-	-	-	-	-
TOTALS	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)

July 31, 2022

NAME OF BANK ACCOUNT	ACCOUNT BALANCE	TRUST INSTITUTION	GL NUMBER
TD - HEALTH & DENTAL	\$ 163,284	TD BANK	1135000
TD - WORKER'S COMP	\$ 999,503	TD BANK	1155000
TD - TPA WORK COMP	\$ 461	TD BANK	1156000
TD - BOND ESCROW	\$ 5,008	TD BANK	1175000
TD - OPERATIONS	\$ 5,623,741	TD BANK	1195000
TD - PAYROLL	\$ -	TD BANK	1196000
TOTAL BANK BALANCE	\$ 6,791,997		
APPROVED: <i>Tony Cant</i>		DATE: 8/28/2022	