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

JUNE 23, 2020 COMMISSION MEETING MINUTES

Attendees:	**Commissioners:**	Scott Porter, Tony Earnest, Clay Jones Ken Ledford, David Armstrong
Attendees:	**Staff:**	Steve Cole, Laura Prichard, Heidi McIlwain Dennis Hampton, Kris Robertson, Lawis Taylor
Absent Attendees:		Don Beal
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 – May 26, 2020

Outcome: **Accepted.**

1st Motion – David Armstrong
2nd Motion – Ken Ledford
Commissioners Approved (5-0)

New Business:

Second Reading of Annual Budget

Outcome: **Accepted.**

1st Motion – Tony Earnest
2nd Motion – Dave Armstrong
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 198 Monteverde Drive

A resolution to approve the annexation of **198 Monteverde Drive**. 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 – Scott Porter
2nd Motion – Ken Ledford
Commissioners Approved (5-0)

Annexation of 1070 Altamont Road

A resolution to approve the annexation of **1070 Altamont 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 – Tony Earnest

Commissioners Approved (5-0)

Speakers:

- **Ed Paxton – Resident**
  - Inquired about the Residential Recycling Fee proposed on 2020-2021 budget. He was informed that it would only apply to those who are signed up to recycle.

The following sections can be reviewed with the enclosed Greater Greenville Sanitation Power Point Slide Packet. Reference pages 7-25.

Financials – Laura Prichard

- **Financial Review for May**

(Pages 7-16)

  - March financials were restated due to the adding of the Building Projects line. The financials were not calculating due the addition of this line. As of March 31, 2020 YTD, we are under budget by $227K. Capital Expense is under budget by $389,787 and Operations Expense is over budget by $162,759.
  - Salaries line is under budget by $52,398 and temp labor is over by $418,752. We are currently running 22 crews each day (not including Yard Waste). With running 22 crews we have an additional 9 temp employees.
  - Landfill, Recycling and Yard Waste for the month is over by roughly $107K. We are continuing to take Wednesday and Thursday garbage routes to Republic.
  - Fleet costs are below budget for the year by about $1,700.

- Inventory at the shop was completed at the end of May and ended up being $7K to the good.
- As of May 31, 2020 YTD, we are under budget by $10,231. Capital Expense is under budget by $332,633 and Operations Expense is over budget by $322,402.
- Tax Collection this year for May was $447,203.69, last May was $152,509.13. Year to date we have collected $15,417,194 which is $2,915,591 ahead of tax collections from last year.
- Total bank balances at the end of May was $9,069,099.
- Recycling tonnage for May was 0 for a cost of $0. Due to COVID, we are picking up Recycling with Garbage.
- Disposal tonnage for May was 6,488 for a cost of $190,728.49.

- **Topic:** **Financial Review for May 2020.**

Outcome: **Accepted.**

1st Motion – Dave Armstrong
2nd Motion – Tony Earnest
Commissioners Approved (5-0)

Safety, Health and Human Services – Heidi McIlwain

(Pages 17-19)

- May: 0 liability claim and 1 auto claims.
- We currently have 124 employees and 21 temporary employees. For a total of 145 employees.
- 4 employees out on FMLA/STD.
- 2 employees out on Worker's Compensation, both at work on restricted duty.
- Employee Events
  - June 5 Launch of CDL Class by Brian Chambers
  - July 15-18 Small team meetings to launch New Mission, Vision and Values as well as release the New Employee Handbook.

Maintenance – Dennis Hampton

(Pages 20-23)

- Diesel fuel gallon usage is up slightly.
- Fuel prices are inching up a little. Last truck load purchased was $1.37.
- Tires for the month were 26. The amount will go up over the next few months due to the rising temps.
- Parts cost for May was $47,949 and cost for lube was $8,735. 3 trucks needed the turbo charger changed. Lube was up due to some down time; we were able to get more PM's completed.

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

(Page 24)

- Operations is slowly returning to a sense of normalcy and in doing so, we are going to add a fourth recycling route. This will help with the increase of material and allow us to service on a weekly basis.
- Anticipated date for recycling to resume is July 13, 2020.

Administration Report – Steve Cole

(Page 25)

- Greenville County has been given approximately $91.5 million in CARES money. We have right at $275K year to date expenses associated with COVID due to Stay-at-Home order. Based on conversations with County officials, we should recover most if not all.
- Items to discuss in Executive Session: Employee compensation, Intergovernmental Agreement with City of Travelers Rest, Republic Transfer Station contract.

Commissioner Committee Reports

Scott Porter

- Thanked LT for the "ride around". While riding around, they noticed 4 lawn service companies dumping for us to pick up. We need to figure out what to do about this.

Tony Earnest

- Rode with Don Beal. The employees are working safe and they didn't encounter any problems.

Clay Jones

- Impressed with our safety clothing and the way our employees look on the routes.

Ken Ledford

- Glad there are little to no injuries.
- Yard Waste crews are doing a phenomenal job.

David Armstrong

- Pleased with all the work GGSC has done during COVID and tornado damage.
- Would like to go into Executive Session to discuss Highway 124 project.

Motion: To Enter Executive Session:

- **Topics:** Employee compensation, City of Travelers Rest, Republic Transfer Station and Highway 124 Project.

Time: 4:48pm

1st Motion – Ken Ledford
2nd Motion – David Armstrong
Commissioners Approved (5-0)

Motion: To Exit Executive Session:

Time: 5:56pm

1st Motion – Dave Armstrong
2nd Motion – Ken Ledford
Commissioners Approved (5-0)

Motion: To approve entering into an Intergovernmental Agreement with the City of Travelers Rest.

Outcome: **Accepted.**

1st Motion – Ken Ledford
2nd Motion – Tony Earnest
Commissioners Approved (5-0)

Motion: To Adjourn Meeting:

Time: 5:57pm

1st Motion – David Armstrong
2nd Motion – Ken Ledford
Commissioners Approved (5-0)

Clay C Jones

Clay Jones
Chairman

7-28-2020

Date

510 REPORT
June 30, 2020

		June BUDGET	June ACTUAL	YTD BUDGET	YTD ACTUAL	YTD VARIANCE
1	REVENUES					
2	PROPERTY TAXES	-	387,317	-	5,175,776	
3	SANITATION FEES	-	154,190	-	10,281,542	
4	INTEREST INCOME	-	1,136	-	22,347	
5	RECYCLING REVENUE	-	-	-	29,428	
6	SUBSCRIPTION SERVICES	-	37,734	-	526,073	
7	OTHER INCOME	-	153,369	-	1,153,777	
8						
9	TOTAL REVENUES	-	733,746	-	17,188,943	
10						
11	OPERATIONAL EXPENSES					
12	SALARIES	$ 396,521	405,036	4,681,447	4,637,564	$ 43,882
13	SUBLET LABOR	-	68,226	200,000	686,977	(486,977)
14	SAFETY & TRAINING	3,500	1,692	42,000	47,935	(5,935)
15	EMPLOYEE AWARDS	1,667	194	20,000	37,758	(17,758)
16	SOCIAL SECURITY TAXES	30,992	30,062	358,131	342,837	15,293
17	RETIREMENT/ SCRS	62,430	62,067	721,411	721,732	(321)
18	UNEMPLOYMENT TAXES	3,029	256	35,000	4,769	30,231
19	EMPLOYEE WELLNESS	5,417	857	65,000	21,757	43,243
20	MEDICAL INSURANCE	108,333	117,987	1,300,000	1,240,279	59,721
21	WORKER'S COMP	20,833	29,854	250,000	288,821	(38,821)
22	LIABILITY INSURANCE	5,000	5,922	60,000	66,899	(6,899)
23	VEHICLE & PROPERTY INSURANCE	5,833	9,988	70,000	111,669	(41,669)
24	LANDFILL DISPOSAL	158,333	202,605	1,900,000	2,257,259	(357,259)
25	RECYCLING DISPOSAL	-	-	-	58,832	(58,832)
26	YARDWASTE PROCESSING	33,333	39,161	400,000	427,277	(27,277)
27	OPERATING SUPPLIES	5,000	5,692	60,000	88,381	(28,381)
28	DAMAGE REPAIRS & CLAIMS	1,000	9,956	12,000	83,851	(71,851)
29	TELEPHONE	4,000	5,051	48,000	62,837	(14,837)
30	FINES & ASSESSMENTS	1,250	-	15,000	7,672	7,328
31	LANDFILL CLOSURE	83	-	1,000	-	1,000
32	UNIFORM RENTAL	4,167	9,118	50,000	69,932	(19,932)
33	FUEL	72,917	28,693	875,000	524,552	350,448
34	LUBRICANTS	6,667	3,914	80,000	69,012	10,988
35	PARTS/OUTSIDE REPAIRS	52,083	57,300	625,000	985,440	(360,440)
36	TIRES	29,167	30,271	350,000	308,687	41,313

510 REPORT
June 30, 2020

37	FLEET CONSUMABLES & SERVICE		-	7,809	-	7,735	(7,735)
38	SHOP SUPPLIES		1,000	1,491	12,000	51,753	(39,753)
39	JANITORAL SUPPLIES & SERVICES		1,000	526	12,000	7,738	4,262
40	BUILDINGS & GROUNDS		5,833	114	70,000	83,881	(13,881)
41	UTILITIES		6,667	5,459	80,000	77,009	2,991
42	SECURITY		5,833	5,720	70,000	75,938	(5,938)
43	ENVIRONMENTAL REPAIRS		500	-	6,000	-	6,000
44	DOT TESTING & COMPLIANCE		1,667	-	20,000	6,448	13,552
45	OFFICE SUPPLIES		15,000	34,849	180,000	224,036	(44,036)
46	PROFESSIONAL SERVICES		6,667	24	80,000	97,111	(17,111)
47	AUDIT FEES		1,250	-	15,000	14,500	500
48	BUSINESS LUNCHEON, MEETING,ETC		625	370	7,500	8,434	(934)
49	PROFESSIONAL DUES		208	-	2,500	459	2,041
50	BUSINESS TRAVEL		2,083	12	25,000	5,190	19,810
51	LEGAL ADVERTISING		458	143	5,500	1,370	4,130
52	TAX REFUNDS		667	-	8,000	-	8,000
53	RECYCLING EDUCATION		1,250	-	15,000	35,763	(20,763)
54	RECYCLING MARKETING		1,250	-	15,000	-	15,000
55	PROMOTING COMMUNITY GREEN		-	-	-	-	-
56	DEBT SERVICE		100,958	-	1,211,497	553,201	658,296
57							
58	TOTAL OPERATIONAL EXPENSE		1,164,472	1,180,417	14,053,985	14,403,296	(349,311)
59							
60	EQUIPMENT (VEHICLES)		-	-	1,870,000	1,784,928	85,072
61	NON-EQUIP (CONT, CARTS, ETC.)		20,000	20,972	500,000	325,400	174,600
62	BUILDING PROJECTS		-	(5,648)	-	376,400	(376,400)
63							
64	TOTAL CAPITAL EXPENSE		20,000	15,325	2,370,000	2,486,728	(116,728)
65							
66	TOTAL COMPANY WIDE EXPENSE		$ 1,184,472	1,195,742	16,423,985	16,890,024	$ (466,039)

OPERATIONS UNDER/(OVER) BUDGET $ (349,311)

TOTAL UNDER/(OVER) BUDGET $ (466,039)

APPROVED BY: Clayc Jones DATE: 7-28-2020.

TAX COLLECTION SUMMARY 2019-2020 AS OF JUNE 30, 2020

	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-19	71,667.44	70,235.13	37,745.94	34,595.00	297.80	1,928.14	-	7,122.98	109,711.18	113,881.25	(4,170.07)
Aug-19	75,051.33	66,696.12	58,419.06	46,090.00	253.64	3,991.98	6,992.15	-	140,716.18	116,778.10	23,938.08
Sep-19	68,075.02	62,939.25	49,765.00	43,625.00	301.05	640.93	-	-	118,141.07	107,205.18	10,935.89
Oct-19	90,607.48	69,086.69	122,600.00	50,780.00	506.13	272.32	6,992.15	-	220,705.76	120,139.01	100,566.75
Nov-19	484,606.96	223,150.83	1,254,002.20	491,800.00	566.44	152.85	-	-	1,739,175.60	715,103.68	1,024,071.92
Dec-19	1,947,202.16	1,751,619.38	4,744,985.00	3,515,415.00	-	-	-	7,122.98	6,692,187.16	5,274,157.36	1,418,029.80
Jan-20	1,600,049.85	1,879,902.32	3,242,515.00	2,677,470.00	783.46	975.81	-	6,992.15	4,843,348.31	4,565,340.28	278,008.03
Feb-20	252,131.91	163,544.79	325,045.00	277,129.95	492.07	1,344.28	7,111.42	-	584,780.40	442,019.02	142,761.38
Mar-20	118,839.83	149,085.20	234,665.00	239,380.00	572.92	35.78	-	-	354,077.75	388,500.98	(34,423.23)
Apr-20	94,498.29	362,967.99	71,890.00	142,330.00	739.32	670.91	-	-	167,127.61	505,968.90	(338,841.29)
May-20	364,338.53	87,823.58	82,540.00	64,300.00	325.13	385.55		-	447,203.66	152,509.13	294,694.53
Jun-20	56,971.25	65,959.82	71,650.00	36,455.00	1,191.25	423.38	7,111.42	-	136,923.92	102,838.20	34,085.72
TOTALS	5,224,040.05	4,953,011.10	10,295,822.20	7,619,369.95	6,029.21	10,821.93	28,207.14	21,238.11	15,554,098.60	12,604,441.09	2,949,657.51

June 30, 2020

NAME OF BANK ACCOUNT	ACCOUNT BALANCE	TRUST INSTITUTION	GL NUMBER
TD - CAPITAL ACCOUNT	50,480	TD BANK	1125000
TD - HEALTH & DENTAL	139,116	TD BANK	1135000
TD - WORKER'S COMP	1,003,273	TD BANK	1155000
TD - TPA WORK COMP	23	TD BANK	1156000
TD - BOND ESCROW	50,398	TD BANK	1175000
TD - OPERATIONS	7,016,580	TD BANK	1195000
TD - PAYROLL	-	TD BANK	1196000
TOTAL BANK BALANCE	$ 8,259,870		
Gary E Jones	APPROVED:	DATE: 7-28-2020	