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

MAY 25, 2021, COMMISSION MEETING MINUTES

Commissioners Present:	Scott Porter, Tony Earnest, Clay Jones Ken Ledford, Amanda Cass
Commissioners Absent:	
Staff:	Steve Cole, Laura Prichard, Tonya Vaughn, Dennis Hampton, Don Beal, Kris Robertson, Meghan Childress, Antwaun Thomas
Third Party Attendees:	Ed Paxton – Resident

Agenda:

1. Mr. Tony Earnest called the meeting to order at 4:00pm

Invocation: Dennis Hampton

Approval of Minutes:

Last Meeting Minutes – April 27, 2021

Outcome: **Accepted.**

1st Motion – Clay Jones
2nd Motion – Ken Ledford
Commissioners Approved (5-0)

New Business:

Second Reading of Annual Budget

Outcome: **Accepted.**

1st Motion – Ken Ledford
2nd Motion – Amanda Cass
Commissioners Approved (5-0)

Speakers:

- **Ed Paxton – Resident**
  - Complaining about people dumping brush that is being hauled in and wants to know how we can keep this from happening.

The following sections can be reviewed with the enclosed Greater Greenville Sanitation Power Point Slide Packet. Reference pages 5-25.

Financials – Laura Prichard

- **Financial Review for April 2021**

(Pages 5-14)

  - Salaries for the month of April were under budget by $12k for the month. Temp labor for April was over budget by $19k. The total amount over budget for salaries and temp labor for the month was $7k and $563k for the year. April was a 4-week payroll month.
  - Landfill, Recycling and Yard Waste for the month of April was over budget by $19k and $302k over budget for the year.
  - Recycling tonnage for April was 268 for a cost of $12k. We received a check from Sonoco for $5,887 for 78 tons of cardboard recycling for April. Net cost of recycling for the month of April was $6k
  - Disposal tonnage for April was 6,113 for a cost of $192k. This is $28k less than March.
  - Fleet costs were under budget by $45k for April and under budget $176k for the year.
  - As of April 30, 2021, we were over budget by $584k. Capital Expense was over budget by $659k and Operations Expense was under budget by $75k.
  - Tax Collection this year for April was $571,817 last April was $167,127. We are $405k ahead on tax collections from last year.
  - Bank balances at the end of April were $10,072,088.

- **Topic:** **Financial Review for April 2021.**

Outcome: **Accepted.**

1st Motion – Amanda Cass
2nd Motion – Ken Ledford
Commissioners Approved (5-0)

Safety, Health and Human Services – Steve Cole

(Pages 15-18)

- April: 0 liability claim and 5 auto claims.
- As of May 18, 2021 we have 129 employees and 19 temporary employees. For a total of 148 employees.
- 3 employees out on FMLA/STD.
- 2 employees out on Worker's Compensation.
- 0 positive COVID Tests
- Accident Review Meeting was held on May 18, 2021
  - (2) Vehicle Accidents at fault/2 employees placed on warning
  - (6) Property Damage Incidents,
- Employee Appreciation Luncheon will be held on Tuesday, June 8 on GGSC property.

Maintenance – Dennis Hampton

(Pages 19-22)

Total Work Orders for April	386
Preventative Maintenance Work Orders for April	180
Total Gallons of Fuel for April	23,988

- We have taken delivery of four read loader's and are outfitting them with 2-way radios and decals.
- Priced out our oil and lubrication products and made adjustments in our vendors that will save an average of 29% of the costs.

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

(Page 23)

- We are in the process of developing a plan to handle growth in the district.
- Summer hours of 5:30am – 3:30pm are June 7 – August 13.

Administration Report – Steve Cole

(Page 24-25)

- Kajima is continuing to work on the re-design of the Hwy 124 Admin/Operations Building.
- Civil Engineers have received guidance from DOT for the turning lane that will be required. Once the turning lane design is complete the rest of the site layout can be finalized.

- We are in discussions/negotiations with Greenville County School District for a new 5 Year Agreement that will go into effect July 1.
- We are working with Travelers Rest to amend the current contract to include a fuel surcharge that will go into effect on July 1.
- We expect the Valleybrook annexation to be on the Public Works Subcommittee agenda next month. We also expect other neighborhoods in the area that have shown interest to sign petitions.
- Kris & Megan are currently working on Sanitation Fee audits for the 2021 tax year submittal.

Commissioner Committee Reports

Clay Jones

- The shop is continuing to look for ways and programs to save money.
- Happy to see our 4 new trucks are in and will be on the road soon.

Scott Porter

- Accidents were down in the month of April, and this was an improvement from the prior month. The cameras placed in the trucks are serving their purpose and assisting us in the accident investigations.
- Hwy 124 project is going to have a significant price increase due to the current cost of materials.

Tony Earnest

- Talking with Don about the updated growth and the plan for it.

Ken Ledford

- Glad the pandemic is taking a break and things are slowly getting back to normal.
- Encouraged everyone to go and visit the new exhibit at Roper Mountain Science Center.

Amanda Cass

- Attended the grand opening of Roper Mountain Science Center with Ken and Heidi and was very impressed especially with our exhibit.
- Attended a new hire orientation and Tracy does a great job in educating the employees on GGSC.

Motion: To Enter Executive Session:

- **Topics:** Contracts and personnel.

Time: 4:58pm

1st Motion – Ken Ledford
2nd Motion – Scott Porter
Commissioners Approved (5-0)

Motion: To Exit Executive Session:

Time: 5:46pm

1st Motion – Clay Jones
2nd Motion – Scott Porter
Commissioners Approved (5-0)

Motion: To approve purchase of 1 Front Loader up to the amount of $305k per the attached.

Outcome: **Accepted.**

1st Motion – Clay Jones
2nd Motion – Ken Ledford
Commissioners Approved (5-0)

Motion: To approve purchase of 1 Rear Loader up to the amount of $248k per the attached.

Outcome: **Accepted.**

1st Motion – Scott Porter
2nd Motion – Clay Jones
Commissioners Approved (5-0)

Motion: To approve purchase of 2 Tractors up to the amount of $98k each per the attached.

Outcome: **Accepted.**

1st Motion – Ken Ledford
2nd Motion – Amanda Cass
Commissioners Approved (5-0)

Motion: To Adjourn Meeting:

Time: 4:53pm

1st Motion – Ken Ledford
2nd Motion – Clay Jones
Commissioners Approved (5-0)

Tony Earnest

Tony Earnest
Chairman

6/22/2021

Date

510 REPORT
MAY 31, 2021

		MAY BUDGET	MAY ACTUAL	YTD BUDGET	YTD ACTUAL	YTD VARIANCE
1	REVENUES					
2	PROPERTY TAXES	-	81,911	-	5,580,298	
3	SANITATION FEES	-	110,571	-	10,388,921	
4	INTEREST INCOME	-	725	-	4,450	
5	RECYCLING REVENUE	-	7,617	-	19,848	
6	SUBSCRIPTION SERVICES	-	44,467	-	570,599	
7	OTHER INCOME	-	90,974	-	1,498,449	
8						
9	TOTAL REVENUES	-	336,265	-	18,062,565	
10						
11	OPERATIONAL EXPENSES					
12	SALARIES	$ 396,325	380,759	4,608,354	4,796,287	$ (187,932)
13	SUBLET LABOR	16,667	38,087	183,333	564,738	(381,405)
14	SAFETY & TRAINING	2,500	1,343	27,500	8,453	19,047
15	EMPLOYEE AWARDS	3,333	2,260	36,667	47,847	(11,180)
16	SOCIAL SECURITY TAXES	29,785	27,902	351,830	353,330	(1,500)
17	RETIREMENT/ SCRS	63,891	58,349	754,711	712,260	42,450
18	UNEMPLOYMENT TAXES	2,705	318	31,957	3,411	28,546
19	EMPLOYEE WELLNESS	1,250	-	13,750	12,192	1,558
20	MEDICAL INSURANCE	104,167	121,465	1,145,833	1,227,495	(81,661)
21	WORKER'S COMP	20,833	17,247	229,167	248,196	(19,029)
22	LIABILITY INSURANCE	5,917	7,550	65,083	76,397	(11,314)
23	VEHICLE & PROPERTY INSURANCE	10,000	12,535	110,000	140,842	(30,842)
24	LANDFILL DISPOSAL	175,000	188,680	1,925,000	2,275,644	(350,644)
25	RECYCLING DISPOSAL	22,500	11,144	247,500	90,745	156,755
26	YARDWASTE PROCESSING	37,500	39,877	412,500	524,953	(112,453)
27	OPERATING SUPPLIES	5,000	3,574	55,000	48,100	6,900
28	DAMAGE REPAIRS & CLAIMS	4,167	8,890	45,833	72,370	(26,537)
29	TELEPHONE	5,000	5,962	55,000	63,768	(8,768)
30	FINES & ASSESSMENTS	833	-	9,167	7,645	1,521
31	LANDFILL CLOSURE	-	-	-	-	-
32	UNIFORM RENTAL	3,500	1,633	66,500	89,987	(23,487)
33	FUEL	66,667	59,298	733,333	484,728	248,605
34	LUBRICANTS	6,667	4,079	73,333	56,030	17,303
35	PARTS/OUTSIDE REPAIRS	56,250	62,396	618,750	765,089	(146,339)

510 REPORT
MAY 31, 2021

36		TIRES	27,083	33,204	297,917	243,460	54,456
37		SHOP SUPPLIES	1,667	1,813	18,333	31,244	(12,911)
38		JANITORAL SUPPLIES & SERVICES	500	827	5,500	11,175	(5,675)
39		BUILDINGS & GROUNDS	6,250	19,367	68,750	83,171	(14,421)
40		UTILITIES	6,667	3,656	73,333	69,960	3,373
41		SECURITY	5,833	8,625	64,167	72,090	(7,923)
42		ENVIRONMENTAL REPAIRS	500	-	5,500	2,327	3,173
43		DOT TESTING & COMPLIANCE	833	84	9,167	15,913	(6,746)
44		OFFICE SUPPLIES	16,000	23,054	176,000	220,655	(44,655)
45		PROFESSIONAL SERVICES	4,167	13,294	75,833	157,361	(81,527)
46		AUDIT FEES	-	-	15,000	16,000	(1,000)
47		BUSINESS LUNCHEON, MEETING,ETC	625	255	6,875	2,160	4,715
48		PROFESSIONAL DUES	208	-	2,292	442	1,850
49		BUSINESS TRAVEL	2,083	-	22,917	5,262	17,655
50		LEGAL ADVERTISING	458	197	5,042	2,067	2,975
51		TAX REFUNDS	417	-	4,583	5,645	(1,062)
52		RECYCLING EDUCATION	-	-	25,000	27,085	(2,085)
53		RECYCLING MARKETING	417	-	4,583	3,961	622
54		PROMOTING COMMUNITY GREEN	-	-	-	-	-
55		DEBT SERVICE	99,111	-	1,090,217	-	1,090,217
56							
57	TOTAL OPERATIONAL EXPENSE		1,213,274	1,157,722	13,771,111	13,640,485	130,626
58							
59		EQUIPMENT (VEHICLES)	-	419,670	1,733,000	2,776,955	(1,043,955)
60		NON-EQUIP (CONT, CARTS, ETC.)	42,000	40,006	462,000	488,015	(26,015)
61		BUILDING PROJECTS	-	-	-	9,478	(9,478)
62							
63	TOTAL CAPITAL EXPENSE		42,000	459,676	2,195,000	3,274,448	(1,079,448)
64							
65	TOTAL COMPANY WIDE EXPENSE		1,255,274	1,617,398	15,966,111	16,914,933	(948,822)
	OPERATIONS UNDER/(OVER) BUDGET						130,626
	TOTAL UNDER/(OVER) BUDGET						$ (948,822)

APPROVED BY: Tony Earnest DATE: 6-22-2021

TAX COLLECTION SUMMARY 2020-2021 AS OF MAY 31, 2021

	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-20	116,562.87	71,687.54	112,545.00	37,745.94	1,985.02	297.80	-	-	231,092.89	109,731.28	121,361.61
Aug-20	84,632.08	75,051.33	73,485.00	58,419.06	1,102.42	253.64	7,111.42	6,992.15	166,330.92	140,716.18	25,614.74
Sep-20	78,412.21	68,075.02	52,765.00	49,765.00	962.55	301.05	-	-	132,139.76	118,141.07	13,998.69
Oct-20	69,111.09	90,607.48	46,770.00	122,600.00	-	506.13	-	6,992.15	115,881.09	220,705.76	(104,824.67)
Nov-20	422,390.90	484,606.96	1,089,525.00	1,254,002.20	2,398.60	566.44	7,111.42	-	1,521,425.92	1,739,175.60	(217,749.68)
Dec-20	2,071,108.91	1,947,202.16	4,920,555.00	4,744,985.00	1,236.35	-	-	-	6,992,900.26	6,692,187.16	300,713.10
Jan-21	1,872,307.67	1,600,049.85	3,155,660.00	3,242,515.00	1,256.15	783.46	7,191.84	-	5,036,415.66	4,843,348.31	193,067.35
Feb-21	249,541.02	252,131.91	363,000.00	325,045.00	1,283.33	492.07	-	7,111.42	613,824.35	584,780.40	29,043.95
Mar-21	165,940.81	118,839.83	275,005.00	234,665.00	1,386.44	572.92	-	-	442,332.25	354,077.75	88,254.50
Apr-21	380,628.37	94,498.29	189,040.00	71,890.00	2,149.27	739.32	-	-	571,817.64	167,127.61	404,690.03
May-21	81,910.79	364,338.56	110,571.14	82,540.00	1,483.85	325.13	7,191.87	-	201,157.65	447,203.69	(246,046.04)
Jun-21		-		-		-	-	-	-	-	-
TOTALS	5,592,546.72	5,167,088.93	10,388,921.14	10,224,172.20	15,243.98	4,837.96	28,606.55	21,095.72	16,025,318.39	15,417,194.81	608,123.58

May 31, 2021			
NAME OF BANK ACCOUNT	ACCOUNT BALANCE	TRUST INSTITUTION	GL NUMBER
TD - CAPITAL ACCOUNT	50,548	TD BANK	1125000
TD - HEALTH & DENTAL	108,579	TD BANK	1135000
TD - WORKER'S COMP	1,003,273	TD BANK	1155000
TD - TPA WORK COMP	386	TD BANK	1156000
TD - BOND ESCROW	50,465	TD BANK	1175000
TD - OPERATIONS	7,879,271	TD BANK	1195000
TD - PAYROLL	-	TD BANK	1196000
TOTAL BANK BALANCE	9,092,522		
	APPROVED: Tony Emmel	DATE: 6-22-2021	