



October 24th, 2023, COMMISSION MEETING MINUTES

Attendees:

Commissioners:

Tony Earnest
Ken Ledford
Scott Porter

Attendees:

Staff:

Steve Cole
Carmel Williams
Laura Prichard
Kris Robertson
Dennis Hampton

Third Party Attendees:

Ed Paxton
David Davis

Agenda Items:

1. Open Meeting:

Mr. Scott Porter called the meeting to order at 4:03 pm

2. Invocation:

Steve Cole

3. Approval of Minutes:

Last Meeting Minutes– September 26, 2023

Outcome:

Accepted.

1st Motion – Ken Ledford

2nd Motion – Tony Earnest

Commissioners Approved (3-0)

New Business:

4. Speakers:

David Davis- Resident

- Observed the Automated Side Loaders and has the concern that his neighbors/the community is not being properly educated on the proper direction of the cans and trash on the outside of the cans.
- Concerned that extra trips are having to be made in the communities to help collect the trash. Are there any savings with the extra fuel, tires & staff?
- Expressed that Yard Waste crew pickups have not improved and are still destroying ditches and curb areas.

5. Financial Review

Laura Prichard

September 2023

- Salaries year to date through the month of September were over budget \$72k. There were 4 pay periods in September.
- Landfill expense for the month of September was \$126k and \$437k for the year. Total over budget YTD \$25k.

- The cost of yard waste for September was \$45k and \$165k for the year. Total over budget YTD \$45k.
- Total disposal tonnage for September was 5,932 tons for a cost of \$171k.
- Fleet cost for September was \$177k this was over budget \$8k. YTD fleet cost was over budget \$50k.
- As of September 30, 2023, we were over budget \$1,535k. Capital expense YTD was over budget \$2,011k and operations expense was under budget \$476k.
- Tax Collection in September was \$149,418, last September was \$267,369. We are \$92k behind last year's collections.
- Bank balances at the end of September were \$6,098,646.

Topic: Financial Review for September 2023

Outcome:

Accepted.

1st Motion –Tony Earnest

2nd Motion – Ken Ledford

Commissioners Approved (3-0)

New Business:

6. Human Resources, Safety & Training

Steve Cole

- As of October 24, 2023, we have 111 Operations employees, 15 Temporary Employees, 11 Maintenance employees and 11 Administrative employees for a total of 126 employees.
- 4 employees out on Medical Leave.
- 1 employee on Worker's Compensation.
- Vehicular accidents & property damage incidents in September 2023.
 - 2 vehicle accidents with 1 at fault
 - 14 Property Damage Incidents with 13 at fault
 - 3 received written warnings.
 - 2 received verbal warnings.
 - 1 previously terminated for other reasons.

New Business:

7. Maintenance

**Dennis Hampton
September**

- | | |
|---|----------|
| • Total Work Orders | 140 |
| • Preventative Maintenance Work Orders | 58 |
| • Total Gallons for Fuel | 23256.70 |
| • Delivery taken for first Auto Leaf Vacuum Truck | |

New Business:

8. Administration

Steve Cole

- We anticipated the 14th ASL to go on route but due to route balancing efforts, that has been pushed back until November.
- All route changes are finalized.
- We are waiting on new quotes for front end loaders.
- We received 2 automated leaf vacs this month and they will be in service next week.
 - Brian is preparing to start training drivers.
- We have a quote to replace the motor on the older automated leaf vac. Approximately \$15k.
- We have not purchased the small truck discussed last month as we are looking at another option to streamline collections.

11. Commissioner Committee Reports

Scott Porter

- Nothing to report.

Tony Earnest

- Met with Corey & L.T. & everything is ready for leaf season.

- The Executive Director does a good job covering what he would have discussed.

Ken Ledford

- Dennis' report was good.
- Our equipment is doing well.
- Medical- Urged everyone to get their Flu shots this season to help stay healthy.

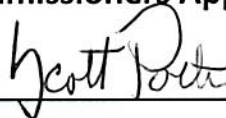
Motion: To Adjourn the Meeting:

End Time: 4:31 pm

1st Motion – Ken Ledford

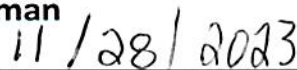
2nd Motion – Tony Earnest

Commissioners Approved (3-0)



Scott Porter

Chairman



Date

510 REPORT
OCTOBER 31, 2023

		OCTOBER BUDGET	OCTOBER ACTUAL	YTD BUDGET	YTD ACTUAL	YTD VARIANCE	MTD VARIANCE
1	REVENUES						
2	PROPERTY TAXES	-	104,361	-	343,379		
3	SANITATION FEES	-	88,000	-	239,810		
4	INTEREST INCOME	-	14,519	-	72,470		
5	RECYCLING REVENUE	-	-	-	-		
6	SUBSCRIPTION SERVICES	-	112,420	-	372,825		
7	OTHER INCOME	-	139,062	-	453,538		
8							
9	TOTAL REVENUES	-	458,361	-	1,482,021		
10							
11	OPERATIONAL EXPENSES						
12	SALARIES	\$ 494,430	465,135	1,956,205	1,998,468	\$ (42,263)	\$ 29,295
13	SUBLET LABOR	-	870	-	870	(870)	(870)
14	SAFETY & TRAINING	835	68	3,340	8,957	(5,617)	767
15	EMPLOYEE AWARDS	2,000	3,727	27,000	28,437	(1,437)	(1,727)
16	SOCIAL SECURITY TAXES	38,599	34,542	150,106	148,002	2,105	4,057
17	RETIREMENT/ SCRS	92,889	85,036	361,236	366,336	(5,099)	7,853
18	UNEMPLOYMENT TAXES	865	(152)	3,365	1,838	1,528	1,018
19	EMPLOYEE WELLNESS	216	129	841	1,272	(431)	87
20	MEDICAL INSURANCE	112,500	123,166	450,000	476,418	(26,418)	(10,666)
21	WORKER'S COMP	20,835	14,164	83,320	68,326	14,994	6,671
22	LIABILITY INSURANCE	7,500	7,899	30,000	31,618	(1,618)	(399)
23	VEHICLE & PROPERTY INSURANCE	14,585	18,468	58,320	77,205	(18,885)	(3,883)
24	LANDFILL DISPOSAL	143,000	143,266	555,000	580,738	(25,738)	(266)
25	RECYCLING DISPOSAL	-	-	-	-	-	-
26	YARDWASTE PROCESSING	40,000	54,002	160,000	218,843	(58,843)	(14,002)
27	OPERATING SUPPLIES	5,000	4,896	20,000	36,683	(16,683)	104
28	DAMAGE REPAIRS & CLAIMS	5,420	7,775	21,680	22,480	(800)	(2,355)
29	TELEPHONE	5,420	4,802	21,680	23,507	(1,827)	618
30	FINES & ASSESSMENTS	830	8,852	3,320	8,852	(5,532)	(8,022)
31	LANDFILL CLOSURE	-	-	-	-	-	-
32	UNIFORM RENTAL	6,200	2,228	37,600	26,716	10,884	3,972
33	FUEL	84,375	109,481	328,125	350,406	(22,281)	(25,106)
34	LUBRICANTS	6,923	8,144	26,923	23,590	3,333	(1,221)
35	PARTS/OUTSIDE REPAIRS	67,068	56,618	260,817	314,194	(53,377)	10,450
36	TIRES	30,721	17,400	119,471	99,677	19,794	13,321
37	SHOP SUPPLIES	5,192	4,527	20,192	22,852	(2,660)	665
38	JANITORIAL SUPPLIES & SERVICES	835	616	3,340	2,103	1,237	219
39	BUILDINGS & GROUNDS	10,000	12,654	40,000	32,362	7,638	(2,654)
40	UTILITIES	7,000	7,288	28,000	31,009	(3,009)	(288)
41	SECURITY	7,000	4,540	28,000	22,419	5,581	2,460
42	ENVIRONMENTAL REPAIRS	500	715	2,000	2,507	(507)	(215)
43	DOT TESTING & COMPLIANCE	1,250	2,268	5,000	5,773	(773)	(1,018)
44	OFFICE SUPPLIES	12,917	16,077	51,668	58,063	(6,395)	(3,160)
45	PROFESSIONAL SERVICES	14,585	15,267	58,320	46,174	12,146	(682)
46	AUDIT FEES	-	-	17,000	17,850	(850)	-
47	BUSINESS LUNCHEON, MEETING, ETC	625	514	2,500	1,069	1,431	111
48	PROFESSIONAL DUES	84	-	336	-	336	84
49	BUSINESS TRAVEL	417	-	1,668	-	1,668	417
50	LEGAL ADVERTISING	125	-	500	-	500	125
51	TAX REFUNDS	500	-	500	-	500	500
55	DEBT SERVICE	233,452	-	933,808	-	933,808	233,452
56							
57	TOTAL OPERATIONAL EXPENSE	1,474,694	1,234,982	5,871,182	5,155,611	715,571	239,712
58							
59	EQUIPMENT (VEHICLES)	165,000	684,131	865,000	3,435,254	(2,570,254)	(519,131)
60	NON-EQUIP (CONT, CARTS, ETC.)	37,500	80,191	150,000	153,066	(3,066)	(42,691)
61	BUILDING PROJECTS	-	-	-	-	-	-
62							
63	TOTAL CAPITAL EXPENSE	202,500	764,322	1,015,000	3,588,320	(2,573,320)	(561,822)
64							
65	TOTAL COMPANY WIDE EXPENSE	1,677,194	1,999,304	6,886,182	8,743,931	(1,857,749)	(322,110)
	OPERATIONS UNDER/(OVER) BUDGET					715,571	
	TOTAL UNDER/(OVER) BUDGET					\$ (1,857,749)	

APPROVED BY:

Scott Pate

DATE:

11/28/2023

TAX COLLECTION SUMMARY 2023-2024 AS OF October 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	-	-	-	-	-	-	-	-	-	-	-
Dec-23	-	-	-	-	-	-	-	-	-	-	-
Jan-24	-	-	-	-	-	-	-	-	-	-	-
Feb-24	-	-	-	-	-	-	-	-	-	-	-
Mar-24	-	-	-	-	-	-	-	-	-	-	-
Apr-24	-	-	-	-	-	-	-	-	-	-	-
May-24	-	-	-	-	-	-	-	-	-	-	-
Jun-24	-	-	-	-	-	-	-	-	-	-	-
TOTALS	370,500.94	368,924.56	239,810.00	339,780.00	4,917.44	5,397.22	13,739.52	13,987.22	628,967.90	728,089.00	(99,121.10)

October 31, 2023			
NAME OF BANK ACCOUNT	ACCOUNT BALANCE	TRUST INSTITUTION	GL NUMBER
TD - HEALTH & DENTAL	\$ 63,636	TD BANK	1135000
TD - WORKER'S COMP	\$ 1,009,014	TD BANK	1155000
TD - TPA WORK COMP	\$ 461	TD BANK	1156000
TD - BOND ESCROW	\$ 27,121	TD BANK	1175000
TD - OPERATIONS	\$ 3,117,800	TD BANK	1195000
TD - PAYROLL	\$ -	TD BANK	1196000
TOTAL BANK BALANCE	\$ 4,218,032		
APPROVED: <i>Val A. Ortiz</i>		DATE: 11/28/2023	

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TD - PAYROLL	\$ -	TD BANK	1196000
TOTAL BANK BALANCE	\$ 4,218,032		
APPROVED: <i>Val D. O'Neil</i>	DATE: 11/28/2023		