September 27, 2022, COMMISSION MEETING MINUTES

Attendees:	**Commissioners:**	Scott Porter
		Ken Ledford
		Amanda Cass
		Brian Garrison
Attendees:	**Staff:**	Steve Cole
		Dennis Hampton
		Laura Prichard
		Carmel Williams
		Meghan Childress
		Kris Robertson
		Heidi McIlwain
		Lawis Taylor
		Corey Rosemond
		Brian Chambers
Third Party Attendees:		Ed Paxton – Resident

Agenda Items:

1. **Open Meeting:**

   Mr. Scott Porter called the meeting to order at 4:00 pm

2. **Invocation:** **Dennis Hampton**

3. **Approval of Minutes:**

   Last Meeting Minutes – August 23rd, 2022

   Outcome: **Accepted.**

   1st Motion – Ken Ledford
   2nd Motion – Amanda Cass
   Commissioners Approved (4-0)

New Business:

4. **Annexations: Terra Pines**

   Outcome: **Accepted.**

   1st Motion- Brian Garrison
   2nd Motion- Ken Ledford
   Commissioners Approved (4-0)

5. **Speakers:**

   Ed Paxton – Resident:

   - He would like to touch on what he mentioned two years ago regarding the budget and expenses for Greater Greenville Sanitation. There has been a gross mismanagement within the last two years, and we need to start exploring more cost-saving methods. Is it too hard for Greater Greenville Sanitation to save money for its customers?

6. Financial Review **Laura Prichard**

August 2022

- Salaries year to date and through the month of August were over budget $43,997. There were 5 pay periods in August.
- Landfill, Recycling and Yard Waste expense for the month of August was $215k and $434k for the year. Total under budget YTD $21k.
- Recycling tonnage for August was 302. Of this total Sonoco issued a check for reimbursement of 93 tons of cardboard for $13k. We had a Net expense from recycling of $978.
- Total disposal tonnage for August was 6,960 tons for a net cost of $215k.
- Yard waste cost for August was $50k.
- Fleet expenses for August were $246k this was over budget $66k.
- As of August 31, 2022, we were under budget $62k. Capital expense YTD was over budget $48k and operations expense was under budget $109k.
- Tax Collection in August was $131,856, last August was $135,906. We are $10k behind last year's collections.
- Bank balances at the end of August were $5,603,979.

Topic: **Financial Review for August 2022**

Outcome: **Accepted.**
1st Motion – Amanda Cass
2nd Motion – Ken Ledford
Commissioners Approved (4-0)

New Business:

7. Human Resources, Safety & Training **Heidi McIlwain**

- As of September 20th, 2022, we have 128 Operations employees, 10 Maintenance employees and 12 Administrative employees for a total of 150 employees.
- 1 employee out on FMLA/STD.

- 1 employee out on Worker's Compensation Leave (shoulder surgery).
- GGSC Training Center is now open and it is located at 1500 West Washington Street.
- Vehicular accidents and property damage incidents in August
    - 0 vehicle accidents
    - 6 Property Damage Incidents with 1 at fault
- Driver Training Update: Certified Smith System Driving Instructor; Brian Chambers has started his training of the staff. This training includes: 5 keys to reduce collisions, driver stress, maintenance, and fuel usage. All GGSC drivers will be scheduled to attend 1-day class. Classes start September 15th.
- Family Fun Fall Event is scheduled for Saturday, October 8, 2022. The event will be held at Frankie's Fun Park from 4pm-7pm. This event will include go-karts, miniature golf, laser tag, arcade games, food, and door prizes.

New Business:

8. Maintenance **Dennis Hampton**

	August
• Total Work Orders	471
• Preventative Maintenance Work Orders	234
• Total Gallons for Fuel for September	27147.5

- GGSC will be taking over all janitorial needs for all buildings.

New Business:

9. Administration **Steve Cole**

- We received an update from Amick Equipment on truck delivery. I'm currently asking that we cancel our purchase order for the additional 14 automated side loaders until the market and supply chain

stabilizes. If needed, we will begin to replace rear loaders with automated side loaders per year.

The group held a discussion to decide if it was wise to purchase a second leaf vac at this time. It was mentioned that this will be useful now and we will need to add another 4W route. This will be utilized year-round and it will put us over capital budget ($400,000). The group decided that we will purchase 2 leaf vacs instead of 1.

- Motion to Cancel Order of Side Loaders

Outcome: **Accepted.**

1st Motion – Ken Ledford
2nd Motion – Amanda Cass
Commissioners Approved (4-0)

- Motion to request 2 Tow-Behind Leaf Vac Replacement

Outcome: **Accepted.**

1st Motion – Ken Ledford
2nd Motion – Brian Garrison
Commissioners Approved (4-0)

- Motion to Request 2 Automatic Leaf Vacs

Outcome: **Accepted.**

1st Motion – Amanda Cass
2nd Motion – Ken Ledford
Commissioners Approved (4-0)

10. Commissioner Committee Reports

Scott Porter

- Good safe month last month and everything is looking good.
- Tony had a death in the family and could not be here.

Ken Ledford

- The next-door property is being cleaned up and he is happy about that.

Amanda Cass

- She is excited about the help for leaf season.
- The side loader that visited her area ran well.
- She is looking forward to Family Fun Day
- Cleaning in house is a good idea

Brian Garrison

- Nothing to Report

Motion: To Adjourn the Meeting:
End Time: 4:55pm

1st Motion – Ken Ledford
2nd Motion – Brian Garrison
Commissioners Approved (4-0)

Scott Porter

Scott Porter
Vice Chairman

09/27/2022

Date

510 REPORT
SEPTEMBER 30, 2022

		SEPTEMBER BUDGET	SEPTEMBER ACTUAL	YTD BUDGET	YTD ACTUAL	YTD VARIANCE
1	REVENUES					
2	PROPERTY TAXES	-	106,606	-	267,032	
3	SANITATION FEES	-	142,085	-	224,365	
4	INTEREST INCOME	-	1,179	-	3,473	
5	RECYCLING REVENUE	-	6,934	-	28,323	
6	SUBSCRIPTION SERVICES	-	67,929	-	264,760	
7	OTHER INCOME	-	119,907	-	227,108	
8						
9	TOTAL REVENUES	-	444,640	-	1,015,060	
10						
11	OPERATIONAL EXPENSES					
12	SALARIES	$ 506,664	499,127	1,530,148	1,566,608	$ (36,461)
13	SUBLET LABOR	-	131	-	131	(131)
14	SAFETY & TRAINING	500	2,975	1,500	3,064	(1,564)
15	EMPLOYEE AWARDS	2,000	19,388	6,000	20,834	(14,834)
16	SOCIAL SECURITY TAXES	38,156	36,884	116,713	115,688	1,026
17	RETIREMENT/ SCRS	88,210	87,172	266,399	273,963	(7,564)
18	UNEMPLOYMENT TAXES	821	259	2,512	819	1,694
19	EMPLOYEE WELLNESS	1,250	-	3,750	242	3,508
20	MEDICAL INSURANCE	120,833	128,934	362,503	354,626	7,877
21	WORKER'S COMP	20,834	12,499	62,502	49,495	13,007
22	LIABILITY INSURANCE	6,800	6,989	20,400	20,967	(567)
23	VEHICLE & PROPERTY INSURANCE	13,700	13,777	41,100	41,331	(231)
24	LANDFILL DISPOSAL	202,500	149,473	585,000	494,740	90,260
25	RECYCLING DISPOSAL	8,400	11,877	26,400	34,548	(8,148)
26	YARDWASTE PROCESSING	31,500	35,331	85,500	122,735	(37,235)
27	OPERATING SUPPLIES	5,000	5,595	15,000	13,310	1,690
28	DAMAGE REPAIRS & CLAIMS	5,000	3,944	15,000	17,990	(2,990)
29	TELEPHONE	6,000	6,246	18,000	18,783	(783)
30	FINES & ASSESSMENTS	200	-	600	-	600
31	LANDFILL CLOSURE	-	-	-	-	-
32	UNIFORM RENTAL	5,000	4,265	40,000	62,903	(22,903)
33	FUEL	65,700	96,013	200,966	296,688	(95,722)
34	LUBRICANTS	6,570	5,032	20,097	9,810	10,287
35	PARTS/OUTSIDE REPAIRS	69,807	71,481	213,527	240,464	(26,937)
36	TIRES	28,744	18,204	87,922	60,969	26,953
37	SHOP SUPPLIES	4,000	3,463	12,000	17,887	(5,887)
38	JANITORAL SUPPLIES & SERVICES	500	585	1,500	2,354	(854)
39	BUILDINGS & GROUNDS	9,583	17,319	28,749	33,012	(4,263)
40	UTILITIES	7,000	7,033	21,000	21,252	(252)
41	SECURITY	7,000	7,168	21,000	19,045	1,955
42	ENVIRONMENTAL REPAIRS	500	1,336	1,500	1,549	(49)
43	DOT TESTING & COMPLIANCE	2,000	1,082	6,000	2,941	3,059
44	OFFICE SUPPLIES	15,583	17,481	46,749	45,624	1,125
45	PROFESSIONAL SERVICES	11,667	9,202	35,001	36,989	(1,988)
46	AUDIT FEES	17,000	17,000	17,000	17,000	-
47	BUSINESS LUNCHEON, MEETING,ETC	625	86	1,875	250	1,625
48	PROFESSIONAL DUES	210	-	630	(100)	730
49	BUSINESS TRAVEL	835	-	2,505	1,192	1,313
50	LEGAL ADVERTISING	100	175	300	275	25
51	TAX REFUNDS	415	630	1,245	630	615
52	RECYCLING EDUCATION	-	-	-	-	-
53	RECYCLING MARKETING	-	-	-	-	-
54	PROMOTING COMMUNITY GREEN	-	-	-	-	-
55	DEBT SERVICE	112,121	-	336,363	-	336,363
56						
57	TOTAL OPERATIONAL EXPENSE	1,423,329	1,298,156	4,254,956	4,020,609	234,347
58						
59	EQUIPMENT (VEHICLES)	-	-	-	-	-
60	NON-EQUIP (CONT, CARTS, ETC.)	27,500	45,711	112,500	178,352	(65,852)
61	BUILDING PROJECTS	-	-	-	-	-
62						
63	TOTAL CAPITAL EXPENSE	27,500	45,711	112,500	178,352	(65,852)
64						
65	TOTAL COMPANY WIDE EXPENSE	1,450,829	1,343,867	4,367,456	4,198,961	168,495
	OPERATIONS UNDER/(OVER) BUDGET					234,347
	TOTAL UNDER/(OVER) BUDGET					$ 168,495

APPROVED BY: Tony Caruso DATE: 10.25.2022

TAX COLLECTION SUMMARY 2022-2023 AS OF SEPTEMBER 30, 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	83,657.99	83,088.81	39,855.00	45,625.00	1,348.91	0.00	6,993.61	7,191.84	131,855.51	135,905.65	(4,050.14)
Sep-22	123,910.20	107,000.75	142,085.00	146,390.00	1,373.80	2,390.17	-	-	267,369.00	255,780.92	11,588.08
Oct-22		-		-		-		-	-	-	-
Nov-22		-		-		-		-	-	-	-
Dec-22		-		-		-		-	-	-	-
Jan-23		-		-		-		-	-	-	-
Feb-23		-		-		-		-	-	-	-
Mar-23		-		-		-		-	-	-	-
Apr-23		-		-		-		-	-	-	-
May-23		-		-		-		-	-	-	-
Jun-23		-		-		-		-	-	-	-
TOTALS	285,135.12	269,311.42	224,365.00	238,225.00	4,065.32	4,059.55	6,993.61	7,191.84	520,559.05	518,787.81	1,771.24

September 30, 2022			
NAME OF BANK ACCOUNT	ACCOUNT BALANCE	TRUST INSTITUTION	GL NUMBER
TD - HEALTH & DENTAL	$ 137,533	TD BANK	1135000
TD - WORKER'S COMP	$ 1,000,649	TD BANK	1155000
TD - TPA WORK COMP	$ 461	TD BANK	1156000
TD - BOND ESCROW	$ 5,010	TD BANK	1175000
TD - OPERATIONS	$ 3,536,337	TD BANK	1195000
TD - PAYROLL	$ -	TD BANK	1196000
TOTAL BANK BALANCE	$ 4,679,989		
	APPROVED: Tony Earnest	DATE:	10-22-2022