

SUMMARY OF ACTION  
 SANTA FE SOLID WASTE MANAGEMENT AGENCY  
 JOINT POWERS BOARD  
 MEETING HELD TELEPHONICALLY  
 THURSDAY, MARCH 19, 2020, 5:00 PM

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SEC CLERK RECORDED 04/22/2020

<p>REQUEST FOR APPROVAL TO PURCHASE EIGHT (8) MICHELIN XTS 33.25 R29 EARTHMOVER TIRES FOR UNITS 1324 AND 1334 (623G CATERPILLAR WHEEL TRACTOR-SCRAPERS) AT CAJA DEL RIO LANDFILL FROM PURCELL TIER AND SERVICE CENTER OF ALBUQUERQUE, NM, UNDER BUYBOARD COOPERATIVE PURCHASING CONTRACT NO. 553-18 IN THE AMOUNT OF \$63,480.35.</p>	<p>APPROVED ON CONSENT</p>	<p>3</p>
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<ol style="list-style-type: none"> <li>1. ANDELA PRODUCTS, LTD., RICHFIELD SPRINGS, NY</li> <li>2. BANDIT INDUSTRIES, REMUS, MI</li> <li>3. CP MANUFACTURING INC., SAN DIEGO, CA</li> <li>4. MEGA CORPORATION, ALBUQUERQUE, NM VAN DYK BALER CORP. (VAN DYK RECYCLING SOLUTIONS), STAMFORD, CT</li> </ol>	<p>APPROVED ON CONSENT</p>	<p>4</p>
<p>REQUEST FOR APPROVAL OF RESOLUTION 2020- _____, A RESOLUTION DETERMINING REASONABLE NOTICE FOR PUBLIC MEETINGS OF THE SANTA FE SOLID WASTE MANAGEMENT AGENCY.</p>	<p>APPROVED ON CONSENT</p>	<p>4</p>

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VIII. MATTERS FROM THE EXECUTIVE DIRECTOR

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SEC CLERK RECORDED 04/22/2020

**SANTA FE SOLID WASTE MANAGEMENT AGENCY  
JOINT POWERS BOARD  
MEETING HELD TELEPHONICALLY  
THURSDAY, MARCH 19, 2020, 5:00 PM**

**I. CALL TO ORDER**

The meeting of the Santa Fe Solid Waste Management Agency Joint Powers Board was called to order by Commissioner Anna Hansen, Chair, at 5:00 pm on Thursday, February 20, 2020, telephonically. All votes will be taken as roll call votes.

**II. ROLL CALL**

**MEMBERS PRESENT**

Commissioner Anna Hansen, Chair  
Councilor JoAnne Vigil Coppler, Vice Chair  
Councilor Roman Abeyta  
Commissioner Ed Moreno  
Commissioner Anna Hamilton  
Councilor Michael Garcia

**MEMBERS ABSENT**

**OTHERS PRESENT**

Randall Kippenbrock, Executive Director, SWMA  
Rosalie Cardenas, SWMA  
Nancy Long, Long, Komer and Associates  
Les Francisco, Santa Fe County  
Olivia Romo, Assistant to Commissioner Moreno x  
Erica Martinez, SWMA  
Shirleen Sitton, Environmental Services, City of Santa Fe  
Elizabeth Martin, Stenographer

**III. APPROVAL OF AGENDA**

Mr. Kippenbrock said he would like to postpone item 8 A. Due to the virus the consultants were unable to attend today.

**MOTION** A motion was made by Commissioner Hamilton, seconded by Councilor Vigil Coppler, to approve the agenda as amended.

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**VOTE** The motion passed unanimously by roll call vote as follows:

Chair Hansen, yes; Commissioner Hamilton, yes; Councilor Abeyta, yes; Commissioner Moreno, yes; Councilor Vigil Coppler, yes; Councilor Garcia, yes.

#### **IV. APPROVAL OF CONSENT AGENDA**

**MOTION** A motion was made by Councilor Vigil Coppler, seconded by Commissioner Hamilton, to approve the consent agenda.

**VOTE** The motion passed unanimously by roll call vote as follows:

Chair Hansen, yes; Commissioner Hamilton, yes; Councilor Abeyta, yes; Commissioner Moreno, yes; Councilor Vigil Coppler, yes; Councilor Garcia, yes.

#### **V. APPROVAL OF MINUTES**

Chair Hansen said on page 2, item 4 the person who seconded the motion was Commissioner Hamilton.

Ms. Long said right above the change Hansen is misspelled.

**MOTION** A motion was made by Commissioner Hamilton, seconded by Commissioner Moreno, to approve the minutes as amended.

**VOTE** The motion passed by a roll call vote of 4 yes and 1 abstention as follows:

Chair Hansen, yes; Commissioner Hamilton, yes; Councilor Abeyta, yes; Commissioner Moreno, yes; Councilor Garcia, yes; Councilor Vigil Coppler, abstained.

#### **VI. MATTERS FROM THE PUBLIC**

None.

#### **VII. CONSENT CALENDAR**

- A. REQUEST FOR APPROVAL OF AMENDMENT NO. 2 TO THE SERVICES AGREEMENT WITH PRO-MOTION TRANSPORTATION, LLC OF ESPANOLA, NM, FOR THE GLASS HAULING SERVICES FOR THE BUCKMAN ROAD RECYCLING AND TRANSFER STATION (RFB**

'18/09/B); AND

1. EXTEND THE TERM OF THE AGREEMENT THROUGH MARCH 15, 2021.
2. INCREASE THE AMOUNT OF COMPENSATION BY \$82,875 FOR A TOTAL NOT-TO-EXCEED AMOUNT OF \$289,425.

Approved on consent.

B. REQUEST FOR APPROVAL OF AMENDMENT NO. 2 TO THE PROFESSIONAL SERVICES AGREEMENT WITH OCCUPATIONAL HEALTH CENTERS OF THE SOUTHWEST, P.A. ("CONCENTRA") OF ADDISON, TX, FOR EMPLOYEE MEDICAL SERVICES FOR THE SANTA FE SOLID WASTE MANAGEMENT AGENCY (RFP '18/10/P); AND

1. EXTEND THE TERM OF THE AGREEMENT THROUGH NOVEMBER 9, 2020.
2. INCREASE THE AMOUNT OF COMPENSATION BY \$20,000 FOR A TOTAL NOT-TO-EXCEED AMOUNT OF \$62,000.

Approved on consent.

C. REQUEST FOR APPROVAL TO PURCHASE EIGHT (8) MICHELIN XTS 33.25 R29 EARTHMOVER TIRES FOR UNITS 1324 AND 1334 (623G CATERPILLAR WHEEL TRACTOR-SCRAPERS) AT CAJA DEL RIO LANDFILL FROM PURCELL TIRE AND SERVICE CENTER OF ALBUQUERQUE, NM, UNDER BUYBOARD COOPERATIVE PURCHASING CONTRACT NO. 553-18 IN THE AMOUNT OF \$63,480.35; AND

1. APPROVAL OF BUDGET INCREASE TO 8100851.530900 (TIRES) FROM 810.100700 (OPERATIVE FUND CASH BALANCE) IN THE AMOUNT OF \$63,480.35.

Approved on consent.

D. REQUEST FOR APPROVAL OF SERVICE AGREEMENTS WITH ALIGN OF TAMPA, FL, AND AUDIT LIAISON OF TAMPA, FL, TO PROVIDE PCI COMPLIANCE FOR THE SANTA FE SOLID WASTE MANAGEMENT AGENCY IN THE TOTAL AMOUNT OF \$30,500; AND

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1. APPROVAL OF BUDGET INCREASE TO 8100852.51050 (COMPLIANCE SERVICES) FROM 810.100700 (OPERATING FUND CASH BALANCE) IN THE AMOUNT OF \$30,500.
2. AUTHORIZE THE EXECUTIVE DIRECTOR TO ACT AS THE SIGNATORY AUTHORITY FOR THE SERVICE AGREEMENTS WITH A-LIGN AND AUDIT LIAISON.

Approved on consent.

- E. REQUEST FOR APPROVAL TO WRITE-OFF BAD DEBT ACCOUNTS FOR FY-20 IN THE AMOUNT OF \$553.25.

Approved on consent.

- F. REQUEST FOR APPROVAL OF SOLE SOURCE VENDORS.
  1. ANDELA PRODUCTS, LTD., RICHFIELD SPRINGS, NY
  2. BANDIT INDUSTRIES, REMUS, MI
  3. CP MANUFACTURING INC., SAN DIEGO, CA
  4. MEGA CORPORATION, ALBUQUERQUE, NM
  5. VAN DYK BALER CORP. (VAN DYK RECYCLING SOLUTIONS), STAMFORD, CT

Approved on consent.

- G. REQUEST FOR APPROVAL OF RESOLUTION 2020- \_\_\_\_\_, A RESOLUTION DETERMINING REASONABLE NOTICE FOR PUBLIC MEETINGS OF THE SANTA FE SOLID WASTE MANAGEMENT AGENCY.

Approved on consent.

**VIII. MATTERS FROM THE EXECUTIVE DIRECTOR**

- A. PRESENTATION, DISCUSSION AND POSSIBLE ACTION ON THE RECOMMENDATIONS FROM THE COST-BENEFIT ANALYSIS OF NEW WATER TRUCK OR NEW WATER LINE FOR THE CAJA DEL RIO LANDFILL. Todd Burt, P.E. and Jeanette Walther, P.E., Bohannon Huston, Inc.

Postponed.

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**IX. MATTERS FROM THE BOARD**

Councilor Vigil Coppler asked what measures have been taken with the staff regarding the virus.

Mr. Kippenbrock said we have taken numerous steps and have upped our level of sanitization for employees, given them gloves and have asked that they wash their hands as frequently as possible. We are trained on procedures for blood borne pathogens at all our facilities. This not a blood borne pathogen, but the protocols are similar as are the precautions. He is encouraging staff to take sick leave if they are sick and to see their healthcare providers. He intends to reduce the operating hours at the landfill and at BuRRT starting Monday and going through the month of April. This is a very stressful time for everyone. Right now BuRRT is open from 8:00 am to 4:45 pm. We will change that to 8:00 am to 3:00 pm. We are encouraging customers to maintain social distance between each other and staff. We are limiting loads to one a day per customer. The landfill will close at 4:00 pm rather than 5:00 pm and on Saturdays they will close at 1:00 pm. This will allow us to de-stress ourselves and clean the office areas and do wipe downs inside the building and equipment. We will pay staff for the full day.

Councilor Vigil Coppler said very good. She appreciates his efforts.

Chair Hansen said this is one of the reasons why we need to have adequate broadband to do these meetings telephonically. The next emergency bill coming out, according to the Association of Counties, will be to provide additional broadband capabilities.

**X. MATTERS FROM STAFF - AGENCY, CITY, COUNTY**

Ms. Sitton said she wants to make sure we are in communication on services provided. She wants to make sure we are able to dump if we have fewer employees and takes longer. We will work together on that.

Commissioner Hamilton said Trash Amnesty Day is scheduled in April. What is the status of that.

Mr. Kippenbrock said it has been postponed. We will reevaluate it at the end of April.

Chair Hansen said that is a good idea.

Ms. Sitton said we are just starting to get public information out. We supplied a press release about safety and recycling for our workers. She will work with Randall and his staff to get information out as well.

**XI. NEXT MEETING DATE**



APRIL 16, 2020

Chair Hansen said she wanted to reemphasize the poor quality of this call. Please check into a better system for our next call.

Mr. Kippenbrock said he will do that.

XII. ADJOURNMENT

There being no further business before the Committee the meeting adjourned at 5:30 pm.

*Anna Hansen*  
Commissioner Anna Hansen, Chair

Attested to by:

*Geraldine Salazar*

Geraldine Salazar  
Santa Fe County Clerk

*Elizabeth Martin*  
Elizabeth Martin, Stenographer

*April 21, 2020*

REC'D  
CLERK  
RECORDED  
04/22/2020



COUNTY OF SANTA FE )  
STATE OF NEW MEXICO ) ss

SWAC MINUTES  
PAGES: 9

I Hereby Certify That This Instrument Was Filed for Record On The 22ND Day Of April, 2020 at 11:02:52 AM and Was Duly Recorded as Instrument # 1914557 of The Records Of Santa Fe County



Witness My Hand And Seal Of Office  
Deputy *Estrella Martinez* Geraldine Salazar  
County Clerk, Santa Fe, NM