

SUMMARY OF ACTION
SANTA FE SOLID WASTE MANAGEMENT AGENCY
JOINT POWERS BOARD
THURSDAY, AUGUST 19, 2021, 5:00 PM
ATTENDED VIRTUALLY

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FOR THE YEAR ENDED JUNE 30, 2020

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**SANTA FE SOLID WASTE MANAGEMENT AGENCY
JOINT POWERS BOARD
THURSDAY, AUGUST 19, 2021, 5:00 PM
ATTENDED VIRTUALLY**

I. CALL TO ORDER

The meeting of the Santa Fe Solid Waste Management Agency Joint Powers Board was called to order by Councilor Vigil Coppler, Chair, at 5:00 pm on Thursday, August 19, 2021 and was attended virtually.

II. ROLL CALL

BOARD MEMBERS PRESENT

Councilor JoAnn Vigil Coppler, Chair
Commissioner Anna Hansen, Vice Chair
Councilor Michael Garcia
Commissioner Anna Hamilton
Councilor Roman Abeyta

BOARD MEMBERS ABSENT

Commissioner Hank Hughes, Excused

OTHERS PRESENT

Randall Kippenbrock, Executive Director, SWMA
Nancy Long, Long, Komer and Associates
Rosalie Cardenas, SWMA
Yvonne Herrera, Santa Fe County Finance Director
Les Francisco, Solid Waste Superintendent, Santa Fe County Public Works
Shirleen Sitton, Environmental Services, City of Santa Fe
Danita Boettner, SWMA
Emily Pisula, SWMA
Ernestina Baca, SWMA
Andres Gamez, Engagement Director, CliftonLarsonAllen, LLP.
Elizabeth Martin, Stenographer

III. MATTERS FROM THE PUBLIC

None.

IV. APPROVAL OF AGENDA

MOTION A motion was made by Commissioner Hansen, seconded by Councilor Hamilton, to approve the agenda as presented.

VOTE The motion passed on a roll call vote as follows:

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

V. APPROVAL OF MINUTES JUNE 17, 2021

MOTION A motion was made by Commissioner Hansen, seconded by Commissioner Hamilton, to approve the minutes as presented.

VOTE The motion passed on a roll call vote as follows:

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

VI. APPROVAL OF CONSENT CALENDAR

Commissioner Hamilton pulled items A, F and G from the consent calendar for discussion.

MOTION A motion was made by Commissioner Hamilton, seconded by Councilor Garcia, to approve the Consent Calendar as amended.

VOTE The motion passed on a roll call vote as follows:

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

VII. CONSENT CALENDAR

- A. REQUEST FOR APPROVAL TO PURCHASE CRUSHED AGGREGATE FOR FUTURE CONSTRUCTION LINER PROJECTS (CELLS 7-9) UNDER THE CONSTRUCTION AGREEMENT WITH DEL HUR INDUSTRIES OF PORT ANGELS, WA, IN THE AMOUNT OF \$915,732 (RFP NO. '14/29/P); AND**
 - 1. APPROVAL OF BUDGET INCREASE TO 8130875.572970 (WIP - CELLS 7-9 CONSTRUCTION) FROM 813.100700 (CELL**

**DEVELOPMENT RESERVE FUND) IN THE AMOUNT OF
\$915,732.**

DISCUSSION

Commissioner Hamilton asked if item VI (A) was included in the Agency's budget.

Mr. Kippenbrock said the Agency had an operating budget and five reserve funds. The item was included in the budget in the applicable reserve fund and now that we are moving forward is being transferred to the operating budget.

Commissioner Hamilton said that answers her question on all three items she pulled.

MOTION A motion was made by Commissioner Hamilton, seconded by Councilor Garcia, to approve the request as presented.

VOTE The motion passed on a roll call vote as follows:

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

B. REQUEST FOR APPROVAL OF AMENDMENT NO. 3 TO THE PRICE AGREEMENT FOR BULK FUEL WITH SENERGY PETROLEUM, LLC OF SANTA FE, NM (RFB NO. '19/02/B) AND

- 1. EXTEND THE TERM OF THE AGREEMENT THROUGH AUGUST 24, 2022.**
- 2. AMEND THE NOTICES OF THE AGREEMENT.**

Approved on consent.

C. REQUEST FOR APPROVAL OF AMENDMENT NO. 1 TO THE PRICE AGREEMENTS FOR FLEET VEHICLE, HEAVY-DUTY TRUCK AND TRAILER REPAIRS - PARTS AND LABOR - WITH MULTIPLE VENDORS (ITB NO. '21/01/B);

- 1. BATTERY SYSTEMS, GARDEN GROVE, CA, THROUGH ITS ALBUQUERQUE LOCATION**
- 2. CAPITOL FORD LINCOLN, SANTA FE, NM**

3. CHEVROLET CADILLAC OF SANTA FE, SANTA FE, NM
4. CLARK TRUCK EQUIPMENT COMPANY, ALBUQUERQUE, NM
5. CUMMINS, ALBUQUERQUE, NM
6. HAL BURNS TRUCK AND EQUIPMENT SERVICE, SANTA FE, NM
7. MCT, ALBUQUERQUE, NM
8. PARTS PLUS OF NEW MEXICO, ALBUQUERQUE, NM, THROUGH ITS SANTA FE LOCATION
9. RUSH TRUCK CENTERS OF NEW MEXICO, ALBUQUERQUE, NM
10. SAN LOMA D/B/A WEST FLEET, ALBUQUERQUE, NM
11. STEWART AND STEVENSON POWER PRODUCTS, ALBUQUERQUE, NM
12. WEISE AUTO SUPPLY D/B/A NAPA, SANTA FE, NM

Approved on consent.

D. REQUEST FOR APPROVAL OF AMENDMENT NO. 1 TO PROFESSIONAL SERVICES AGREEMENT WITH BLUEWATER ENVIRONMENTAL CONSULTING, LLC OF SANTA FE, NM, FOR ENVIRONMENTAL SERVICES AT THE CAJA DEL RIO LANDFILL AND BUCKMAN ROAD RECYCLING AND TRANSFER STATION (RFP NO. '20/37/P); AND

1. EXTEND THE TERM OF THE AGREEMENT THROUGH AUGUST 20, 2022.
2. INCREASE THE AMOUNT OF COMPENSATION BY \$68,575 FOR A TOTAL NOT-TO-EXCEED AMOUNT OF \$137,150.

Approved on consent.

E. REQUEST FOR APPROVAL OF AMENDMENT NO. 1 TO THE SERVICES AGREEMENT WITH UNIVERSAL PROTECTION

SERVICES, LP D/B/A ALLIED UNIVERSAL SECURITY SERVICES OF ALBUQUERQUE, NM, FOR SECURITY SERVICES (ITB NO. '20/23/B); AND

1. EXTEND THE TERM OF THE AGREEMENT THROUGH AUGUST 20, 2022.
2. AMEND THE NOTICES OF THE AGREEMENT.
3. INCREASE THE AMOUNT OF COMPENSATION BY \$108,979.59 FOR A TOTAL NOT-TO-EXCEED AMOUNT OF \$217,959.18.

Approved on consent.

F. REQUEST FOR APPROVAL TO PURCHASE A CATERPILLAR 308 CR MINI EXCAVATOR FROM WAGNER EQUIPMENT COMPANY OF ALBUQUERQUE, UNDER SOURCEWELL CONTRACT NO. 032119-CAT FOR THE BUCKMAN ROAD RECYCLING AND TRANSFER STATION IN THE AMOUNT OF \$115,501.48; AND

1. APPROVAL OF BUDGET INCREASE FROM 811.100700 (EQUIPMENT REPLACEMENT RESERVE FUND CASH) TO 8100852.570500 (EQUIPMENT AND MACHINERY) IN THE AMOUNT OF \$115,501.48.

MOTION A motion was made by Commissioner Hamilton, seconded by Councilor Garcia, to approve the request as presented.

VOTE The motion passed on a roll call vote as follows:

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

G. REQUEST FOR APPROVAL TO PURCHASE A WILKENS WALKING FLOOR TRAILER FROM WILKINS INDUSTRIES, INC., OF MORRIS, MN, UNDER THE LOCAL GOVERNMENT PURCHASING COOPERATIVE (BUYBOARD) CONTRACT NO. 599-19 FOR THE BUCKMAN ROAD RECYCLING AND TRANSFER STATION IN THE AMOUNT OF \$95,616; AND

1. APPROVAL OF BUDGET REQUEST INCREASE FROM 811.100700 (EQUIPMENT REPLACEMENT RESERVE FUND

**CASH) TO 8100852.570500 (EQUIPMENT AND MACHINERY) IN
THE AMOUNT OF \$95,616.**

MOTION A motion was made by Commissioner Hamilton, seconded by Commissioner Hansen, to approve the request as presented.

VOTE The motion passed on a roll call vote as follows:

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

VIII. MATTERS FROM THE EXECUTIVE DIRECTOR

**A. REQUEST FOR APPROVAL OF AUDITED FINANCIAL STATEMENTS
AND SUPPLEMENTARY INFORMATION FOR THE YEAR ENDED
JUNE 30, 2020 (ANDRES GAMEZ, ENGAGEMENT DIRECTOR,
CLIFTONLARSONALLEN LLP).**

Mr. Gamez presented the Fiscal Year 20 Audit Report. He reviewed the major points and announced that it was given an unmodified opinion. An unmodified opinion being the best opinion given in audits.

Commissioner Hansen asked the City was late, but everything is starting to straighten out.

Mr. Gamez said they were able to provide the pieces SWMA needed so we could issue the audited financial statements.

Commissioner Hamilton asked about the finding over controls over transactions with our fiscal agent.

Mr. Gamez stated that it was a timing issue with assets on one side and liability on the other side. There was revenue recorded by SWMA that the City had not recorded. The issue has been resolved.

Chair Vigil Coppler said you are the same company that audits the City. Are the same auditors assigned to both.

Mr. Gamez said yes.

MOTION A motion was made by Commissioner Hansen, seconded by Councilor Abeyta, to approve the audited report and financial statement.

VOTE The motion passed on a roll call vote as follows:

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

B. REQUEST FOR APPROVAL OF ESTABLISHING A \$15 PER HOUR MINIMUM WAGE FOR SANTA FE SOLID WASTE MANAGEMENT AGENCY POSITIONS.

Mr. Kippenbrock reviewed the memo in packet on page 4. He stated that there are six positions that are paid less than \$15 per hour. They are entry level positions. Our request is for the approval of raising the minimum wage for the Santa Fe Solid Waste Management Agency positions to \$15 per hour and to move up four Union positions one pay range, from SWU - 03 to SWU - 04.

Commissioner Hamilton asked if there was money to do this. She appreciates it in principle. Did you estimate the expense over time.

Mr. Kippenbrock said yes. It will be a \$11,300 change annually.

Commissioner Hansen said she thinks this is a great idea. She appreciates this being done. She has been speaking with solid waste people up north and they are having challenges with their solid waste. It is important to raise salaries so that employees know they are appreciated.

MOTIONS A motion was made by Commissioner Hansen, seconded by Councilor Garcia, to approve the request to increase the minimum wage for the Santa Fe Solid Waste Agency to \$15 and to move four Union positions one pay range, from SWU - 03 to SWU - 04.

VOTE The motion passed on a roll call vote as follows:

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

Councilor Garcia said thank you Mr. Kippenbrock. This is the right direction we need to be moving in. He supports this one hundred percent.

Chair Vigil Coppler said she wanted to express her appreciation to Mr. Kippenbrock and everyone who helped prepare the documents. Please pass on our appreciation to your employees.

IX. MATTERS FROM THE BOARD

Commissioner Hansen said regarding the issue she brought up about the solid waste agencies in the north, she was speaking of Rio Arriba and Taos Counties. Have

you had any conversations with these entities. She has received calls from both.

Mr. Kippenbrock said he is aware of the situation, but no one has reached out to him. Espanola is in a difficult situation. There are areas that are getting missed on pick ups. Their incoming revenue is less than their expenses. They are unable to keep up with the maintenance of their vehicles. With Taos it is about recycling.

Commissioner Hansen said she is concerned about them. North Central has been in a difficult position for awhile. She does not know how to advise Taos on recycling.

Mr. Kippenbrock said he does not know what direction they will go. Their Landfill Board met today and it was a tie vote as to discontinuation of the program.

X. MATTERS FROM STAFF - AGENCY, CITY, COUNTY

A. SHIRLENE SITTON, DIVISION DIRECTOR, CITY OF SANTA FE ENVIRONMENTAL SERVICES DIVISION

Ms. Sitton reported the hiring opportunities she has. She said they are losing some key administrative staff and are working on it.

Ms. Sitton said we are in the middle of a route optimization study with Rubicon. They are doing a high level feasibility look at if we can change our residential schedule to four days a week rather than five and have one day to wash and clean the trucks. We will have the results in the next few weeks. We are between contracts on our rate study. We do have a plan. We should have the results for your October meeting.

Chair Vigil Coppler said she is interested in seeing how the four day week study turns out. The public adjusts well.

Ms. Sitton said there will be more to come on that.

B. LES FRANCISCO, SOLID WASTE SUPERINTENDENT, SANTA FE COUNTY PUBLIC WORKS

Mr. Francisco reported that everything is running smoothly. We are two employees short but everyone is stepping up. We just reopened our reuse area in Eldorado.

XI. EXECUTIVE SESSION

A. DISCUSSION OF LIMITED PERSONNEL MATTERS REGARDING THE

EXECUTIVE DIRECTOR, PURSUANT TO NMSA 1978, SECTION 10-15-1 (H)(2)

MOTION A motion was made by Councilor Garcia, seconded by Commissioner Hansen, to enter into Executive Session to discuss limited personnel matters regarding the Executive Director, pursuant to NMSA 1978, section 10-15-1 (H)(2).

VOTE The motion passed on a roll call vote as follows:

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

The Board entered into Executive Session at 5:42 pm.

MOTION A motion was made by Commissioner Hansen, seconded by Councilor Garcia, to return to the regular Board meeting.

VOTE The motion passed on a roll call vote as follows:

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

Commissioner Hansen reported that during the Executive Session, only the matters as stated were discussed. No action was taken.

The Board returned to the regular Board meeting at 6:17pm.

XII. ACTION ON ITEMS DISCUSSED DURING EXECUTIVE SESSION

A. POSSIBLE ACTION(S) REGARDING THE EMPLOYMENT AGREEMENT BETWEEN EXECUTIVE DIRECTOR RANDALL KIPPENBROCK AND SANTA FE SOLID WASTE MANAGEMENT AGENCY.

Chair Vigil Coppler said we had a discussion during Executive Session about the wonderful work Mr. Kippenbrock is doing. We need to put it in writing as a formal evaluation.

MOTION A motion was made by Commissioner Hansen, seconded by Councilor Abeyta, to increase the Executive Director's current salary by 4% effective the first pay period after the evaluation discussed in the Executive Session is reduced to writing.

VOTE The motion passed on a roll call vote as follows:

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

Chair Vigil Coppler said we are happy to do this. Thank you Mr. Kippenbrock for your dedication to SWMA. We are happy to have you.

Commissioner Hansen said she seconds what the Chair said wholeheartedly. She is grateful to have you running SWMA. Thank you so much.

Mr. Kippenbrock said thank you.

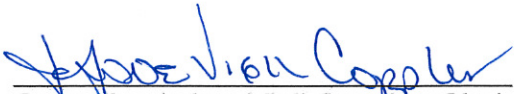
Chair Vigil Coppler said know that you are appreciated.

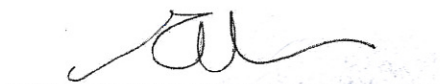
**XIII. NEXT MEETING DATE
SEPTEMBER 16, 2021**

Mr. Kippenbrock announced that they may have to move this meeting. They will know within two weeks.

XIV. ADJOURNMENT

There being no further business before the Board the meeting adjourned at 6:25 pm.


Councilor JoAnn Vigil Coppler, Chair


Elizabeth Martin, Stenographer

Attested to by:


Kristine Bustos-Mihelsic
Santa Fe City Clerk

