

SUMMARY OF ACTION  
SANTA FE SOLID WASTE AGENCY  
JOINT POWERS BOARD MEETING  
THURSDAY, OCTOBER 20, 2022  
ATTENDED VIRTUALLY

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REQUEST FOR APPROVAL TO AWARD ITB NO. '23/14/B - TRUCK SCALE CONVERSION AND DIGITAL UPGRADE FOR THE CAJA DEL RIO LANDFILL TO RUSTY'S WEIGH SCALES AND SERVICE, INC. OF ALBUQUERQUE, NM IN THE AMOUNT OF \$49,648	APPROVED	4-5
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SEC CLERK RECORDED 12/02/2022

**SERVICES DIVISION**

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<b>CAITLIN WEBER, SUSTAINABILITY SPECIALIST, SANTA FE COUNTY COMMUNITY DEVELOPMENT</b>	<b>INFORMATION/DISCUSSION</b>	<b>8</b>
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SEC CLERK RECORDED 11/17/2022

**SANTA FE SOLID WASTE AGENCY  
JOINT POWERS BOARD MEETING  
THURSDAY, OCTOBER 20, 2022  
ATTENDED VIRTUALLY**

**I. CALL TO ORDER**

The meeting of the Santa Fe Solid Waste Agency Joint Powers Board was called to order by Commissioner Hansen, Chair, at 5:00 pm on Thursday, October 20, 2022, and was attended virtually.

**II. ROLL CALL**

**MEMBERS PRESENT**

Councilor Michael Garcia  
Commissioner Hank Hughes  
Councilor Christopher Rivera  
Commissioner Anna Hansen, Chair  
(one vacancy)

**MEMBERS ABSENT**

Commissioner Anna Hamilton, Excused

**OTHERS PRESENT**

Randall Kippenbrock, Executive Director, SWMA  
Danita Boettner, P.E., Landfill Manager, SWMA  
Shirlene Sitton, City of Santa Fe, Environmental Services  
Angelica Salazar, SWMA  
Nancy Long, Attorney  
Ernestina Baca, SWMA  
Caitlin Weber, Santa Fe County, Sustainability Specialist

**III. APPROVAL OF AGENDA**

**MOTION** A motion was made by Councilor Rivera, seconded by Commissioner Hughes, to approve the agenda as presented.

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

Councilor Garcia, yes; Commissioner Hughes, yes; Councilor Rivera, yes; Chair Hansen, yes.

#### **IV. APPROVAL OF MINUTES**

**MOTION** A motion was made by Councilor Rivera, seconded by Commissioner Hughes, to postpone the approval of the minutes to the next meeting in order to give all members a chance to review them.

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

Councilor Garcia, yes; Commissioner Hughes, yes; Councilor Rivera, yes; Chair Hansen, yes.

#### **V. PUBLIC COMMENT**

None.

#### **VI. APPROVAL OF CONSENT CALENDAR**

Councilor Rivera pulled items D and E for discussion.

Chair Hansen pulled item B for discussion.

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

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

Councilor Garcia, yes; Commissioner Hughes, yes; Councilor Rivera, yes; Chair Hansen, yes.

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

**A. REQUEST FOR APPROVAL OF THE MATERIAL TRANSFER AGREEMENT BY AND BETWEEN GLASS TO GLASS DENVER, LLC AND SANTA FE SOLID WASTE MANAGEMENT AGENCY FOR THE PURPOSE OF TRANSPORTING AND RECYCLING GLASS AT THE GLASS TO GLASS DENVER'S RECYCLING FACILITY IN BROOMFIELD, CO; AND**

- 1. AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE THE AGREEMENT AND ACT AS THE CONTRACT REPRESENTATIVE FOR THE AGREEMENT.**

Approved on consent



**B. REQUEST FOR APPROVAL OF BUDGET INCREASE FROM 810.100700 (OPERATING FUND CASH BALANCE) TO 8100851.510330 (AUDIT SERVICES) IN THE AMOUNT OF \$20,467.**

Chair Hansen asked regarding CLA, do they have a report.

Mr. Kippenbrock said CLA are under contract to reconcile the cash accounts so that CRI can proceed with their work. We will have an entrance conference with CRI when they begin. He, our financial staff and the Chair of this Board are part of that meeting. He would like to recommend that the Vice Chair, Councilor Garcia, join us. CRI's plan is to have the audit presented by June 30, 2023. We will have an exit conference with them as well. He recommends that Councilor Garcia join us for that meeting.

Chair Hansen said she agrees that Councilor Garcia should be included in attending both the entrance and exit conferences with the auditors. She looks forward to the entrance conference meeting as soon as is possible.

Mr. Kippenbrock said CLA has to reconcile the cash first. All of the funds are in one pool. After that, CRI can move forward with the SWMA and BDD audits.

Councilor Rivera asked if SWMA can complete and move forward on their audit separate from the City.

Ms. Salazar said the cash account that needs to be reconciled is a pool of cash for SWMA, the City and BDD. It has to be reconciled first.

Councilor Rivera said there has been a cash issue with the City for many years. Have we had any discussions about going cashless.

Ms. Salazar said credit cards turn into cash when the merchants pay the funds to the bank.

**MOTION** A motion was made by Councilor Rivera, seconded by Councilor Garcia, to approve the budget increase.

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

Councilor Garcia, yes; Commissioner Hughes, yes; Councilor Rivera, yes; Chair Hansen, yes.

**C. REQUEST FOR APPROVAL TO RE-ROOF THE TRANSFER STATION BUILDING BY J3 SYSTEMS, LLC OF BOSQUE FARMS, NM, UNDER NM STATEWIDE PRICE AGREEMENT NO. 20-52100-22-06075 IN THE**

**AMOUNT OF \$421,738.92; AND**

- 1. APPROVAL OF SERVICES AGREEMENT WITH J3 SYSTEMS, LLC IN THE AMOUNT OF \$421,738.92.**
- 2. APPROVAL OF BUDGET INCREASE TO 8100851.520100 (REPAIR AND MAINTENANCE OF BUILDING AND STRUCTURES) FROM 816.100700 (CAPITAL IMPROVEMENT RESERVE FUND CASH) IN THE AMOUNT OF \$421,738.92.**

Approved on consent.

- D. REQUEST FOR APPROVAL TO AWARD ITB NO. '23/14/B - TRUCK SCALE CONVERSION AND DIGITAL UPGRADE FOR THE CAJA DEL RIO LANDFILL - TO RUSTY'S WEIGH SCALES AND SERVICE, INC. OF ALBUQUERQUE, NM IN THE AMOUNT OF \$49,648; AND**

- 1. APPROVAL OF SERVICES AGREEMENT WITH RUSTY'S WEIGH SCALES AND SERVICE, INC. IN THE AMOUNT OF \$49,648.**
- 2. APPROVAL OF BUDGET INCREASE TO 8100851.520100 (REPAIR AND MAINTENANCE OF BUILDING AND STRUCTURES) FROM 816.100700 (CAPITAL IMPROVEMENT RESERVE FUND CASH) IN THE AMOUNT OF \$49,648.**

Councilor Rivera asked what the truck scale conversion and digital upgrade entailed.

Mr. Kippenbrock said the equipment was purchased in 1997 and rehabilitated in 2010, but it was worn out. The concrete deck was replaced in 2010 and is reusable. They will jack up the deck and take out all the levers to replace them with load cells. That is the conversion and upgrade. It will be done in one week's time. The change to digital is the updated technology.

Councilor Rivera asked if there would be a warranty.

Mr. Kippenbrock said yes, ten years.

Councilor Rivera asked how does item E fit into item D. Wouldn't that work be covered under the warranty.

Mr. Kippenbrock said the work is the quarterly calibration and is not within the warranty.

**MOTION** A motion was made by Councilor Rivera, seconded by Commissioner Hughes, to approve items D and E.

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

Councilor Garcia, yes; Commissioner Hughes, yes; Councilor Rivera, yes; Chair Hansen, yes.

**E. REQUEST FOR APPROVAL OF AMENDMENT NO. 3 TO THE SERVICES AGREEMENT WITH RUSTY'S WEIGH SCALES AND SERVICE, INC. OF ALBUQUERQUE, NM, FOR ON-CALL TRUCK SCALE CALIBRATION, MAINTENANCE AND REPAIR SERVICES FOR THE SANTA FE SOLID WASTE MANAGEMENT AGENCY (RFB NO. '20/04/B); AND**

- 1. EXTEND THE TERM OF THE AGREEMENT THROUGH OCTOBER 17, 2023.**
- 2. INCREASE THE AMOUNT OF COMPENSATION BY \$20,000 FOR A TOTAL NOT-TO-EXCEED AMOUNT OF \$47,000.**
- 3. APPROVAL OF BUDGET INCREASE TO 8100852.520300 (REPAIRS AND MAINTENANCE OF FURNITURE/FIXTURES/EQUIPMENT) FROM 810.100700 (OPERATING FUND CASH BALANCE) IN THE AMOUNT OF \$20,000.**

This item was approved with motion and vote on item D.

**F. REQUEST FOR APPROVAL OF AMENDMENT NO. 3 TO THE SERVICES AGREEMENT WITH FAMILIA RIOS, LLC, D/B/A NELLY'S CLEANING SERVICE OF SANTA FE, NM, FOR CLEANING SERVICES FOR THE SANTA FE SOLID WASTE MANAGEMENT AGENCY (RFB NO. '20/01/B); AND**

- 1. EXTEND THE TERM OF THE AGREEMENT THROUGH OCTOBER 17, 2023.**
- 2. INCREASE THE AMOUNT OF COMPENSATION BY \$66,000 FOR A TOTAL NOT-TO-EXCEED AMOUNT OF \$274,200.**

Approved on consent.



## VIII. MATTERS FROM THE EXECUTIVE DIRECTOR

Mr. Kippenbrock stated that he wanted to make a point that purchasing agreements are very helpful for purchasing tangible items. Recently, the price agreement entities have added construction services. As a government entity, we can go with one vendor, but if you are not familiar with the work you are having done you may not get the best deal. For the items we just passed, we met with contractors, took them on the project and explained our needs. We got a broad range of prices for the same work. The bids ranged from \$415,000 to \$650,000. It is not in the best interest of the Agency to go with the price agreement at a higher price. We need to keep that in mind.

Mr. Kippenbrock said we purchased a wood grinder, then a month later we had issues with overheating. We had to send it in for repair and missed several months of green waste processing. We are working to get back to a manageable size of green waste.

Councilor Rivera said he understands the importance of price agreements for large agencies. CES is primarily for educational entities. How does CES cross over to waste and recycling.

Mr. Kippenbrock said we have large buildings like they do. We use the CES price agreement for re-roofing and things of that nature. He is on the RFP selection process for several items. Most of our purchases are done through other cooperatives.

Councilor Rivera asked if CES charges a percentage to put in a bid.

Mr. Kippenbrock said yes. They charge 1.25%.

Councilor Rivera asked if that was comparable to other services.

Mr. Kippenbrock said the New Mexico Statewide Purchasing Agreement does not charge a fee, but others do. Using the agreements you come out so far ahead in terms of discounts.

Ms. Boettner said there is a fee attached to other buying Boards in order to cover administrative costs. She does not have the specific amounts with her at this time.

Councilor Rivera he just wants to be sure that we are looking around to get the best bid. He trusts that you are doing that.

Ms. Boettner said we ask our vendors to supply us with different quotes from the price agreements they are part of.

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

**A. DANITA BOETTNER, P.E., LANDFILL MANAGER, SANTA FE SOLID WASTE MANAGEMENT AGENCY**

Ms. Boettner stated that she wanted to give the Board on the happenings of late.

Ms. Boettner reported that the NMED inspected us this week, on Tuesday. They used the inspection as a training opportunity for their new inspectors. We have a new inspector for this area. The inspection took a full day due to the training. They did not find any violations. They did have an exception for litter within the cell. We had not been able to access it due to the mud. The company we discussed at our last meeting who approached us about a solar farm contacted her. Based on the discussion they had shifted their plan to battery storage for large projects rather than solar. It would be located on the east side of our facility. Ms. Long is in the process of getting clarification from DFA regarding the property leasing.

Ms. Boettner continued, saying early next year we will present to the Board for approval a surplus sale. Ms. Long is in the process of confirming with DFA the process of the sale of surplus. One of our mechanics competed in the National SWMA Rodeo and placed second in the mechanics competition. We are very proud of that.

Ms. Boettner reported that they had a successful E-waste event with 246 people participating. The event was on October 1<sup>st</sup>. It was encouraging to see. Our next free event will be on November 5<sup>th</sup> for household hazardous waste. We want to make sure that everyone stays safe and healthy. There has been an uptick in COVID cases within our Agency. We are keeping up with good practices.

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

Ms. Sitton shared her screen with pictures of the mechanic mentioned by Ms. Boettner and the City's three operators who participated in the National SWMA Rodeo in El Paso. She was pleased and proud of all of our participants. Two of the drivers placed second and one placed third.

Ms. Sitton continued, saying we are really excited that we are finally hiring staff. We have hired an Outreach Coordinator, a Sustainability Coordinator and staff for Keep Santa Fe Beautiful. We are working on a sustainability dashboard with a vendor who specializes in that. It will seamlessly work with the City website. We are hoping to go live next week.

Ms. Sitton reported that they started the new residential collection calendar two months ago. It is going well. People are getting used to it. As to upcoming events, the

Trash Fashion Show will be held on November 11<sup>th</sup> and the Recycle Santa Fe Arts Show will be held that entire weekend. She will be attending the Municipal Waste Managers Association meeting next week and the SWANA Waste Conference in December. It is important to see what other communities are doing and bring back best practices.

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

Mr. Francisco was not present at the meeting.

**D. CAITLIN WEBER, SUSTAINABILITY SPECIALIST, SANTA FE COUNTY COMMUNITY DEVELOPMENT**

Ms. Weber reported that the Single Use Plastics Group had their first and second meeting. They are working on a strategic work plan and looking for additional business owner members. Staff is continuing to provide regular recycling education. We just wrapped up our 2022 backyard composting program.

Commissioner Hughes said he attended the second meeting of the plastics group and they talked about getting data from SWMA. Heads up on that. It is a good group and was a good meeting.

**X. MATTERS FROM THE BOARD**

Chair Hansen said regarding the approval of the minutes, she has now had a chance to review them. Under Ms. Weber's presentation there is a statement that the *Mayor approved it*. If that statement is removed she would be ready to vote to approve the minutes.


Ms. Long advised that since a motion was made to postpone the approval to the next meeting she recommends waiting until the next meeting to approve the minutes.

**XI. NEXT MEETING DATE: NOVEMBER 17, 2022**


**XII. ADJOURNMENT**

There being no further business before the Board, the meeting adjourned at 5:50 pm.



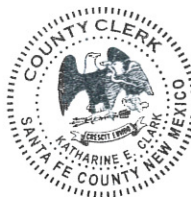
  
Elizabeth Martin, Stenographer

Attested to By:



Katharine E. Clark  
Santa Fe County Clerk

Witness My Hand And Seal Of Office  
Katharine E. Clark  
Deputy Dustin Romero County Clerk, Santa Fe, NM



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