

SUMMARY OF ACTION  
SANTA FE SOLID WASTE MANAGEMENT AGENCY  
JOINT POWERS BOARD  
THURSDAY, FEBRUARY 16, 2023, 5:00 PM  
HELD VIRTUALLY

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**SANTA FE SOLID WASTE MANAGEMENT AGENCY  
JOINT POWERS BOARD  
THURSDAY, FEBRUARY 16, 2023, 5:00 PM  
HELD VIRTUALLY**

**I. CALL TO ORDER**

The meeting of the Santa Fe Solid Waste Management Agency Joint Powers Board was called to order by Chair Hansen at 5:05 pm on Thursday, February 16, 2023 and was held virtually.

**II. ROLL CALL**

**MEMBERS PRESENT**

Councilor Michael Garcia  
Commissioner Camilla Bustamante(arrived late)  
Commissioner Justin Greene  
Councilor Christopher Rivera  
Commissioner Anna Hansen, Chair  
(one vacancy)

**OTHERS PRESENT**

Randall Kippenbrock, Executive Director, SWMA  
Rosalie Cardenas, SWMA  
Danita Boettner, P.E., Landfill Manager, SWMA  
Shirleen Sitton, Director, City of Santa Fe, Environmental Services  
Nancy Long, Attorney  
Les Francisco, Santa Fe County, Solid Waste Superintendent  
Ernestina Baca, SWMA  
Caitlin Weber, Santa Fe County, Sustainability Specialist  
Yvonne Herrera, Santa Fe County  
Elizabeth Martin, Stenographer

**III. APPROVAL OF AGENDA**

Councilor Rivera said due to Councilor Garcia needing to leave early, he would like to move item X on the agenda to just after item VII.

**MOTION** A motion was made by Chair Hansen, seconded by Councilor Rivera, to approve the agenda as amended.

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

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

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

##### **A. REGULAR MEETING - NOVEMBER 17, 2022**

**MOTION** A motion was made by Councilor Garcia, seconded by Councilor Rivera, to approve the minutes of November 17, 2022.

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

Councilor Garcia, yes; Councilor Rivera, yes; Commissioner Greene, abstained; Chair Hansen, yes.

#### **V. MATTERS FROM THE PUBLIC**

None.

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

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

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

Councilor Garcia, yes; Councilor Rivera, yes; Commissioner Greene, yes; Commissioner Bustamante, yes; Chair Hansen, yes.

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

##### **A. 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 (RFP NO. ‘22/18/9); AND**

##### **1. AMEND THE COMPENSATION OF THE AGREEMENT TO REFLECT NEW RATES FOR MEDICAL SERVICES.**

Approved on consent.

- B. REQUEST FOR APPROVAL TO REPLACE COMMERCIAL OVERHEAD DOOR NO. 3 OF THE BURRT TRANSFER STATION BUILDING BY WINDSOR DOOR SALES OF ALBUQUERQUE, NM, IN THE AMOUNT OF \$43,130.58; AND**

- 1. APPROVAL OF BUDGET INCREASE FROM 810.100700 (OPERATING FUND CASH BALANCE) TO 8100852.520100 (REPAIRS AND MAINTENANCE FOR BUILDING AND STRUCTURE) IN THE AMOUNT OF \$43,131.**

Approved on consent.

- C. REQUEST FOR APPROVAL TO PURCHASE MECHANIC TOOLS, DIAGNOSTIC TOOLS AND POWER EQUIPMENT FOR THE MAINTENANCE SHOP AND UNIT 1376 (2023 PETERBILT HEAVY-DUTY MECHANIC TRUCK) FROM SNAP-ON INDUSTRIAL OF KENOSHA, WI, UNDER SOURCEWELL CONTRACT NO. 013020-SNP IN THE AMOUNT OF \$49,221.02; AND**

- 1. APPROVAL OF BUDGET INCREASE FROM 910.100700 (OPERATING FUND CASH BALANCE) TO 8100851.530200 (OPERATING SUPPLIES) IN THE AMOUNT OF \$49,221.**

Approved on consent.

- D. REQUEST FOR APPROVAL TO WRITE-OFF BAD DEBT FOR FY-23 TOTALING \$3,117.11.**

Approved on consent.

## **VIII. MATTERS FROM THE BOARD**

### **A. ELECTION OF CHAIR AND VICE CHAIR**

**MOTION** A motion was made by Chair Hansen, seconded by Councilor Rivera, to elect Councilor Garcia as Chair.

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

Councilor Rivera, yes; Commissioner Greene, yes; Commissioner Bustamante, yes; Chair Hansen, yes.

**MOTION** A motion was made by Chair Hansen, seconded by Commissioner Greene, to elect Commissioner Bustamante as Vice Chair.



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

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

Councilor Rivera thanked Chair Hansen for her leadership over the last year. It was great to have someone with knowledge of SWMA. He appreciates the Chair.

Chair Hansen said she loves SWMA. It is a very important Agency and something she takes very seriously. Thank you for those nice words.

## **IX. MATTERS FROM THE EXECUTIVE DIRECTOR**

### **A. UPDATE OF FY-21 AND 22 ANNUAL AUDITS**

Chair Hansen said she, Councilor Garcia and Mr. Kippenbrock met with the auditors. She would like to create a subcommittee with she and the new Chair to continue to oversee the audit. It is important to keep on top of this.

Mr. Kippenbrock welcomed Commissioners Greene and Bustamante.

Mr. Kippenbrock said we had a conference with the auditors from CRI on January 26<sup>th</sup> to discuss the status of the audit for fiscal years 21 and 22. It was a very productive meeting. On February 7<sup>th</sup> we received a PBC list from CRI outlining the items from us that they want uploaded in their portal. Cash and interest are items we are still waiting for from the City. The fiscal year 22 audit will begin after the fiscal year 21 audit is completed.

Mr. Kippenbrock continued saying the Board approved a new roof for the transfer station facility. The roof will be 53,000 square feet. It was awarded and the CID permit is in place. The roofing project will begin in March depending on the weather. Another project was awarded for the landfill scale. At the next meeting the Board will also look at replacing our weigh system at the BuRRT facility. That is also a new loading system inside the transfer station.

Mr. Kippenbrock said every year in March we renew our Open Meetings Act Resolution. We will bring that to you at our next meeting. Since March, 2023, we have met virtually. We will decide if we will continue in that manner or meet in person.

Chair Hansen said it would be nice to meet in person again and see everyone.

Commissioner Greene asked are the audits late for both FY 21 and FY 22.

Mr. Kippenbrock said yes, both are late. Both are anticipated to be completed by

June 30, 2023. The City has not been able to reconcile the cash line item and that has held us up.

Commissioner Greene asked is that related to the audit.

Mr. Kippenbrock said yes, we have our cash balances tied to the City as they are our fiscal agent.

Commissioner Greene asked can we set up separate accounts.

Chair Hansen said we have been working on that. Over the years, she has suggested that SWMA be moved to the County. We have not pushed for that. We can't do anything until the audits are done.

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

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

Ms. Boettner said she is the Landfill Manager and does a lot of procurement and other projects for Mr. Kippenbrock. The Agency submitted for a grant last year to replace two semi trucks and a diesel powered roll off for \$950,000. We were awarded the grant to replace the three vehicles. The semis will be available in April and the roll off in June. We are working through the agreements for clean energy. We are in the process of submitting a grant application to EPA to replace two water trucks. We haul in our potable water now. The second truck at BuRRT is used for that. They are very old trucks. We are replacing them with CNG powered trucks. One challenge we have is the mileage requirement that those trucks do not see. They have successfully awarded these grants in the past to other entities based on idle time. We have an alternative if this does not work out.

Commissioner Greene asked are we unable to drill a well at BuRRT.

Ms. Boettner said the cost associated with getting a water line in is much greater than purchasing a truck. It is round \$1 million. Drilling a well would require us to treat the water. It is contaminated with arsenic.

Commissioner Greene asked what is this water used for.

Ms. Boettner said flushing toilets and the like. It provides water to the facility. We do not drink it.

Commissioner Greene said it seems like \$950,000 for vehicles versus \$1 million for a well is something that should be looked at.

Ms. Boettner said when we evaluated this a couple of years ago it was cost prohibitive. This opportunity came forward.

Chair Hansen said we discussed this a number of years ago. She asked Mr. Kippenbrock to do a cost analysis and he did so.

Mr. Kippenbrock said there are two types of trucks here. The first one is for non-potable water for BuRRT. BuRRT has City water that cannot be used for fire suppression. At the landfill we need potable water for the facility. Effluent has been long delivered by the City wastewater facility. This is an opportunity to take advantage of the EPA grant.

Ms. Boettner said we are kicking off our 2023 Amnesty Days. The first weekend of the month we had the first of two free tire weekends. Our Green Waste Free Day is coming up on the first weekends in March, April, May and June at Buckman. The first Free Trash Day will be on April 15<sup>th</sup>. We will also take resident trash for BuRRT and Caja. The Free Electronics Day will be on October 7<sup>th</sup>.

Commissioner Bustamante asked where are these events publicized.

Ms. Boettner said on our website and we advertise prior to the event and give out flyers to people at BuRRT. It is on the City calendar as well.

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

Ms. Sitton said we do an annual residential services calendar and mail it to residents. It is also on our website. We include the free days as well.

Ms. Sitton said Keep Santa Fe Beautiful is in the middle of conducting a City survey of residential, commercial and highway litter. It is for people to rate the amount of litter they see. They have two more days of that next week. We also kicked off our litter campaign. We are trying to make it easy for people to remember. That will be ongoing throughout the year. We are busy keeping up with the Legislature. HB 185 deals with environmental standards for appliances and fixtures. They are phasing out mercury lamps and devices. We are watching that. HB 432 is the plastic Waste Reduction Act. The County has a work group working on banning single use plastics. We are speaking to them next month. We had a great roundtable with EPA regarding putting the responsibility for packaging back on the commercial providers. The webinar was recorded. She will send the Chair the link.

Councilor Garcia left the meeting.

**C. LES FRANCISCO, SOLID WASTE SUPERINTENDENT, SANTA FE**



## COUNTY PUBLIC WORKS

Mr. Francisco welcomed Commissioners Bustamante and Greene. At the County we are keeping up with the centers and maintenance. We are still short staffed.

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

Ms. Weber said Sustainability and Solid Waste worked together on a grant. The funding was received to hold free tire dates and to purchase new roll offs to support the County. We continue to provide sustainability training to new staff. The Single Use Plastics group is working on adopting a work plan. We are planning an event for Earth Day on April 27<sup>th</sup> at the Santa Fe County fairgrounds. The information is on our website.


### X. NEXT MEETING DATE: MARCH 16, 2023

Chair Hansen congratulated Commissioners Bustamante and Garcia on their election as Vice Chair and Chair. She looks forward to working with them.

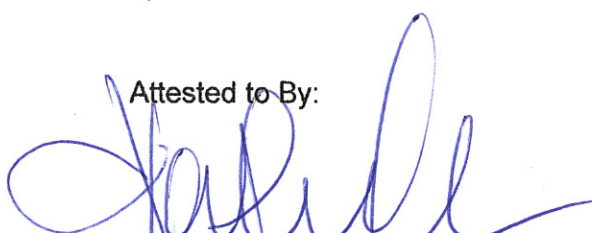
### XI. ADJOURNMENT

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

  
Commissioner Anna Hansen, Chair

  
Elizabeth Martin, Stenographer


Attested to By:

  
Katharine E. Clark  
Santa Fe County Clerk

SWMA COUNTY OF SANTA FE )  
STATE OF NEW MEXICO ) ss

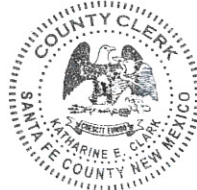
SOLID WASTE MINUTES  
PAGES: 9

I Hereby Certify That This Instrument Was Filed for  
Record On The 24TH Day Of April, 2023 at 02:35:18 PM  
And Was Duly Recorded as Instrument # 2010574  
Of The Records Of Santa Fe County

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



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SEC CLERK RECORDED 04/24/2023