

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

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CONSENT CALENDAR

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.	APPROVED ON CONSENT	2
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REQUEST FOR APPROVAL TO  
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TRI-AXLE TRUCK SCALE FOR  
BUCKMAN ROAD RECYCLING AND  
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WEIGH SCALES AND SERVICE, INC.  
OF ALBUQUERQUE, NM, UNDER GSA  
CONTRACT NUMBER  
47QSWA23D000Z IN THE AMOUNT  
OF \$99,113.05

REMOVED FROM THE  
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REQUEST FOR APPROVAL OF  
RESOLUTION 2023-\_\_\_\_\_, A  
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APPROVED ON CONSENT

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ON PROVIDING AN AGENCY LOANER  
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APPROVED

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MATTERS FROM STAFF - AGENCY,  
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DANITA BOETTNER, P.E., LANDFILL  
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**SANTA FE SOLID WASTE MANAGEMENT AGENCY  
JOINT POWERS BOARD  
THURSDAY, MARCH 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 Garcia at 5:10 pm on Thursday, March 16, 2023 and was held virtually.

**II. ROLL CALL**

**MEMBERS PRESENT**

Commissioner Camilla Bustamante (arrived later in the meeting)  
Commissioner Justin Greene  
Councilor Christopher Rivera  
Commissioner Anna Hansen  
Councilor Michael Garcia, 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  
Jeffery Spillers, Solid Waste Maintenance Foreman, Santa Fe County  
Ernestina Baca, SWMA  
Caitlin Weber, Santa Fe County, Sustainability Specialist  
Yvonne Herrera, Santa Fe County  
Elizabeth Martin, Stenographer

**III. APPROVAL OF AGENDA**

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

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

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

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

##### **A. REGULAR MEETING - FEBRUARY 16, 2023**

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

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

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

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

None.

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

**MOTION** A motion was made by Commissioner Hansen, seconded by Councilor Rivera, to approve the Consent Calendar as presented.

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

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

Approved on consent.

- B. REQUEST FOR APPROVAL OF AMENDMENT NO. 3 TO THE SERVICES AGREEMENT WITH PRO-MOTION TRANSPORTATION, LLC, OF ESPANOLA, NM, FOR GLASS HAULING SERVICES FOR THE BUCKMAN ROAD RECYCLING AND TRANSFER STATION (ITB 22/28/B); AND**

1. **EXTEND THE TERM OF THE AGREEMENT THROUGH MARCH 17, 2024.**
2. **INCREASE THE AMOUNT OF COMPENSATION BY \$136,500 FOR A TOTAL NOT-TO-EXCEED AMOUNT OF \$293,150.**

Approved on consent.

- C. REQUEST FOR APPROVAL TO PURCHASE A LOW PROFILE TRI-AXLE TRUCK SCALE FOR BUCKMAN ROAD RECYCLING AND TRANSFER STATION FROM RUSTY'S WEIGH SCALES AND SERVICE, INC. OF ALBUQUERQUE, NM, UNDER GSA CONTRACT NUMBER 47QSWA23D000Z IN THE AMOUNT OF \$99,113.05**
1. **APPROVAL OF BUDGET INCREASE TO 8100852.570500 (CAPITALIZED EQUIPMENT AND MACHINERY) FROM 816.100700 (CAPITAL IMPROVEMENT RESERVE FUND CASH) IN THE AMOUNT OF \$99,113.05.**

This item was removed from the agenda prior to the meeting.

- D. REQUEST FOR APPROVAL OF RESOLUTION 2023-\_\_\_\_\_, 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. UPDATE OF FY21 AND 22 ANNUAL AUDITS**

Mr. Kippenbrock said we are working on the audit for FY 21 with the audit firm. So far, we have submitted 95% of the requested items the auditor has asked us for. We are still waiting on cash and interest. We cannot proceed with FY 22 until FY 21 is completed.

##### **B. DISCUSSION WITH POSSIBLE ACTION TO CHANGE THE START TIME OF REGULAR MEETING**

Mr. Kippenbrock said for those of you who are new to the Board, the last time we met in person was March of 2020. He is recommending that we return to in person meetings in a hybrid format. We would hold the meetings at the Santa Fe County Administration Complex in the Grant Conference Room. The meeting rooms there are

set up to accommodate hybrid meetings.

Ms. Long stated that for Board members, pursuant to the Open Meetings Act regulations, it would have to be difficult or impossible for them to attend in-person for them to be allowed to attend virtually.

Councilor Rivera asked what would be the process for that designation.

Commissioner Hansen said usually the Board member notifies the Chair.

Mr. Kippenbrock said staff and the public will have the choice of attending in person or virtually.

Councilor Rivera asked if public comments would still be allowed to be given virtually.

Mr. Kippenbrock said yes.

Mr. Kippenbrock said he is also recommending that we change the start time of the meeting to 4:00 pm. At the County building they close the doors at 5:00 pm. If you come after 5:00 pm you would not be able to get into the building.

Chair Garcia said he was good with a 4:00 pm start time.

There were no objections.

**MOTION** A motion was made by Commissioner Greene, seconded by Councilor Rivera, to approve the meeting time change to 4:00 pm.

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

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

Commissioner Bustamante arrived at the meeting.

**C. DISCUSSION WITH POSSIBLE ACTION ON PROVIDING AN AGENCY LOANER TRUCK TO THE CITY OF ESPANOLA AT ITS REGISTERED COLLECTION CENTER**

Mr. Kippenbrock said his memo on this item is in the meeting packet. The City of Espanola has requested a loaner semi truck from us. Espanola is a member of the North Central Solid Waste Authority, but since last October they have moved away from that and are doing their own trash collection inside City limits. They contracted with

MCT Waste in Albuquerque to long haul their waste, but do not have the equipment to make that efficient. They reached out to us. We would like to loan them Unit 1412 as a loaner until June when we have to have that truck returned to us. When we receive our new trucks paid for by the settlement we have to destroy that older truck. Espanola has agreed to provide a certificate of liability insurance.

Commissioner Hansen said she supports this loan of equipment to the City of Espanola. Helping and supporting our neighbors is important.

Councilor Rivera said in this situation he understands the grant agreement to destroy the old truck, but could we ask them for a stipulation that we not destroy the truck because Espanola may still need it.

Mr. Kippenbrock said no. He did ask them that question. It is a stipulation in the settlement agreement. We do have truck, # 1411, that we will refurbish and come back to the Board with a request to donate it to them.

Councilor Rivera asked could we destroy that one and let them keep the one that is working.

Mr. Kippenbrock said no. We had to report the engine serial number in order to be eligible for the grant.

Councilor Rivera said he understands, but he wishes we could change their mind. It sounds like you have done all you can to do that.

Commissioner Greene said he knows Espanola needs a lot of capacity there. He agrees with Councilor Rivera. There is a lot of waste in that transaction. He is in support of this. If there is anything he can do to support this let him know. We have to be good partners.

Commissioner Hansen said she is happy to hear that we have another solution. Thank you Mr. Kippenbrock for coming up with that.

Chair Garcia thanked Mr. Kippenbrock for all his work and for continuing to look for ways to support our neighbor to the north.

**MOTION** A motion was made by Commissioner Greene, seconded by Commissioner Hansen, to provide a loaner truck to the City of Espanola.

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

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

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

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

Ms. Boettner reported that she just finished a tour for the landfill class. It was very successful. There were a variety of people in the class including our staff and staff from other cities and sites. April 15<sup>th</sup> is our free trash day. We are in preparation for that. The first weekend in April is our free green waste event. The tire event is the same weekend.

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

Ms. Sitton reported that she is in the process of hiring a Sustainability Coordinator. When we are staffed up she is hoping to improve recycling and have a program for employees as well. We are working on a new set of video ads with Hutton to promote the new site and our calendar. Keep Santa Fe Beautiful just completed their trash assessment for litter and illegal dumping. The overall state of the City is good. April 15<sup>th</sup> is the Great American Clean Up Day. We will have an Arbor Day event on April 28<sup>th</sup>. Parks is leading that event. We will be there with a table talking about recycling. The actual Arbor Day is April 28<sup>th</sup>.

Commissioner Bustamante asked if we co-advertise for the Great American Clean Up Day and the Free Trash Day.

Ms. Sitton said we do partner on that. They are on the same day on purpose.

Commissioner Hansen said she believes we are going to have a Resolution before the Board of County Commissioners to join you on the Great American Clean Up Day event.

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

Mr. Spillers said Mr. Francisco was unavailable today so he is substituting for him. We have been working on safety concerns with the Collection Centers. We have installed new signs throughout the County, new railings, have painted everything yellow as far as hazards, and have made sure that everything is clean and free of trip hazards. We received three new tire bins through the grant efforts of Caitlin. We are supporting the Clean Up Days with staff picking up the trash and in other ways.

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

Ms. Weber reported that staff orientation and recycling training are ongoing as new staff comes on board. We have a free tire day on April 15<sup>th</sup> at the County Convenience Centers through a grant. The three tire bins were funded with this grant as well. Thank you to Jeff and his staff for making it an easy process. The County Single Use Plastics Working Group continues to meet. Their next meeting is on March 21<sup>st</sup> at 5:30 pm. We are having an Earth Day event on April 22<sup>nd</sup> at the County Fairgrounds. We are inviting applications to table at the event for organizations focused on sustainability and environmental education. The applications are on our website and are due by March 31<sup>st</sup> at 5:00 pm. We are working with Reunity Resources to launch the County's backyard waste program. Thanks to Commissioner Hansen, we will have two Resolutions before the Board of County Commissioners on March 28<sup>th</sup>. One Resolution is regarding free green waste day and the other is regarding the adopt a road program.

Chair Garcia thanked the staff for all they do and for the great staff updates.

#### **X. MATTERS FROM THE BOARD**

Commissioner Hansen made an announcement that the Under Secretary of DOE, Joe Ruby, and the Senior Environmental Services Manager, Ike White, are coming to Santa Fe on April 4<sup>th</sup>. They are the top two people working with LANL on clean up and other issues. We have been trying to get them here for years. When she was in Washington recently she met with both DOE and NMSA about the issues at LANL. They have agreed to come here and hold a town hall in Santa Fe. It will be on the 4<sup>th</sup>, at the Santa Fe Community Center, from 6:30 pm to 8:30 pm. She will be the moderator. It will be a big event. She is excited about this and will be sending out a press release soon.

Chair Garcia said good luck on your moderator duties and he wishes all the best with the event.

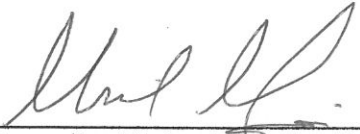
#### **XI. NEXT MEETING DATE: APRIL 20, 2023**


Chair Garcia said the next meeting will be at 4:00 pm and will be held in person with a hybrid option.

Chair Garcia thanked everyone for making his first meeting as Chair smooth. He looks forward to working closely with all of you.

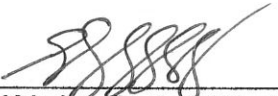
**XII. ADJOURNMENT**

There being no further business before the Board the meeting adjourned at 5:51 pm.

  
\_\_\_\_\_  
Councilor Michael Garcia, Chair

  
\_\_\_\_\_  
Elizabeth Martin, Stenographer

Attested to By:

  
\_\_\_\_\_  
for Kristine Bustos-Mihelcic  
Santa Fe City Clerk

