

SUMMARY OF ACTION
SANTA FE SOLID WASTE MANAGEMENT AGENCY
JOINT POWERS BOARD
THURSDAY, JUNE 15, 2023, 4:00 PM
HELD IN PERSON AND VIRTUALLY

<u>ITEM</u>	<u>ACTION</u>	<u>PAGE</u>
CALL TO ORDER		1
ROLL CALL	QUORUM	1
APPROVAL OF AGENDA	APPROVED	1-2
APPROVAL OF MEETING MINUTES	APPROVED	2
MATTERS FROM THE PUBLIC	NONE	2
APPROVAL OF CONSENT CALENDAR	APPROVED	2

CONSENT CALENDAR

REQUEST FOR APPROVAL OF SERVICES AGREEMENT WITH PAYNE'S NURSERY AND GREENHOUSES, INC., OF SANTA FE, NM, FOR COMPOSTING OPERATION, MARKETING, AND SALES AT THE CAJA DEL RIO LANDFILL FOR THE SANTA FE SOLID WASTE MANAGEMENT (AGENCY)RFP NO. 23/53/P).	APPROVED ON CONSENT	2
REQUEST FOR APPROVAL OF AMENDMENT NO. 4 TO THE SERVICES AGREEMENT WITH NATURAL EVOLUTION, INC., OF TULSA OK, FOR ELECTRONIC WASTE RECYCLING SERVICES AT THE BUCKMAN ROAD RECYCLING AND TRANSFER STATION (RFP NO. 20/35/P)	APPROVED ON CONSENT	2-3

REQUEST FOR APPROVAL OF AMENDMENT NO. 1 TO THE SERVICES AGREEMENT WITH ITSQUEST, INC., OF SANTA FE, NM, FOR STAFFING SERVICES UNDER NEW MEXICO STATE PRICE AGREEMENT 00-00000-19-00040 IN THE AMOUNT OF \$55,759.28.	APPROVED ON CONSENT	3
REQUEST FOR APPROVAL OF AMENDMENT NO. 3 TO THE PRICE AGREEMENT WITH B&D INDUSTRIES, INC., OF ALBUQUERQUE, NM, FOR ON-CALL ELECTRICAL SERVICES (ITB NO. 20/28/B).	APPROVED ON CONSENT	3
REQUEST FOR APPROVAL OF AMENDMENT NO. 3 TO THE PRICE AGREEMENTS FOR OFF-ROAD HEAVY EQUIPMENT REPAIRS - PARTS AND LABOR WITH MULTIPLE VENDORS (ITB NO. 20/27/B)	APPROVED ON CONSENT	3
REQUEST FOR APPROVAL TO REPAIR UNIT 1308 (CATERPILLAR 140G CATERPILLAR MOTOR GRADER) BY WAGNER EQUIPMENT COMPANY OF ALBUQUERQUE, NM, UNDER ITB NO. 20/27/B IN THE AMOUNT OF \$64,836.10	APPROVED ON CONSENT	3
MATTERS FROM THE EXECUTIVE DIRECTOR	INFORMATION/DISCUSSION	4-5
<u>MATTERS FROM STAFF - AGENCY, CITY, COUNTY</u>		
DANITA BOETTNER, P.E..	INFORMATION/DISCUSSION	5

**LANDFILL MANAGER, SANTA FE
SOLID WASTE MANAGEMENT
AGENCY**

SHIRLENE SITTON, DIVISION DIRECTOR, CITY OF SANTA FE ENVIRONMENTAL SERVICES DIVISION	INFORMATION/DISCUSSION	5-6
LES FRANCISCO, SOLID WASTE SUPERINTENDENT, SANTA FE COUNTY PUBLIC WORKS	INFORMATION/DISCUSSION	6
MATTERS FROM THE BOARD	INFORMATION/DISCUSSION	6-7
NEXT MEETING DATE	AUGUST 17, 2023	7
ADJOURNMENT	ADJOURNED	7

**SANTA FE SOLID WASTE MANAGEMENT AGENCY
JOINT POWERS BOARD
THURSDAY, JUNE 15, 2023, 4:00 PM
HELD IN PERSON AND 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 4:00 pm on Thursday, June 15, 2023 and was held in person and virtually.

II. ROLL CALL

MEMBERS PRESENT

Commissioner Anna Hansen
Commissioner Justin Greene, virtually
Commissioner Hank Hughes, virtually
Councilor Christopher Rivera
Councilor Michael Garcia, Chair
(One Vacancy)

MEMBERS ABSENT

Commissioner Camilla Bustamante (Commissioner Hughes, alternate) Excused

OTHERS PRESENT

Randall Kippenbrock, Executive Director, SWMA
Emily Oster, Finance Director, City of Santa Fe
Rosalie Cardenas, SWMA
Jonas Nahoum. Long and Komer
Les Francisco, Santa Fe County, Solid Waste Superintendent
Ernestine Baca, SWMA
Yvonne Herrera, Santa Fe County
Shirlene Sitton, City of Santa Fe, Director, Environmental Services
Danita Boettner, SWMA
Thomasina Chavez, SWMA

III. APPROVAL OF AGENDA

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

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

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

IV. APPROVAL OF MEETING MINUTES

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

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

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

V. MATTERS FROM THE PUBLIC

None.

VI. APPROVAL OF CONSENT CALENDAR

MOTION A motion was made by Councilor Rivera, seconded by Commissioner Hansen, to approve the consent calendar as presented.

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

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

VII. CONSENT CALENDAR

- A. REQUEST FOR APPROVAL OF SERVICES AGREEMENT WITH PAYNE'S NURSERY AND GREENHOUSES, INC., OF SANTA FE, NM, FOR COMPOSTING OPERATION, MARKETING, AND SALES AT THE CAJA DEL RIO LANDFILL FOR THE SANTA FE SOLID WASTE MANAGEMENT AGENCY (RFP NO. 23/53/P).**

Approved on consent.

- B. REQUEST FOR APPROVAL OF AMENDMENT NO. 4 TO THE SERVICES AGREEMENT WITH NATURAL EVOLUTION, INC., OF TULSA OK, FOR ELECTRONIC WASTE RECYCLING SERVICES AT THE BUCKMAN ROAD RECYCLING AND TRANSFER STATION (RFP NO. 20/35/P); AND**

1. **EXTEND THE TERM OF THE AGREEMENT THROUGH JULY 16, 2024.**
2. **INCREASE THE COMPENSATION BY \$70,000 FOR A TOTAL AMOUNT NOT TO EXCEED \$265,000.**

Approved on consent.

C. REQUEST FOR APPROVAL OF AMENDMENT NO. 1 TO THE SERVICES AGREEMENT WITH ITSQUEST, INC., OF SANTA FE, NM, FOR STAFFING SERVICES UNDER NEW MEXICO STATE PRICE AGREEMENT 00-00000-19-00040 IN THE AMOUNT OF \$55,759.28.

1. **EXTEND THE TERM OF THE AGREEMENT THROUGH JUNE 30, 2024.**
2. **INCREASE THE COMPENSATION BY \$55,759.28 FOR A TOTAL AMOUNT NOT TO EXCEED \$135,585.59.**

Approved on consent.

D. REQUEST FOR APPROVAL OF AMENDMENT NO. 3 TO THE PRICE AGREEMENT WITH B&D INDUSTRIES, INC., OF ALBUQUERQUE, NM, FOR ON-CALL ELECTRICAL SERVICES (ITB NO. 20/28/B).

Approved on consent.

E. REQUEST FOR APPROVAL OF AMENDMENT NO. 3 TO THE PRICE AGREEMENTS FOR OFF-ROAD HEAVY EQUIPMENT REPAIRS - PARTS AND LABOR - WITH MULTIPLE VENDORS (ITB NO. 20/27/B):

1. **POWER EQUIPMENT COMPANY, ALBUQUERQUE, NM**
2. **WAGNER EQUIPMENT COMPANY, ALBUQUERQUE, NM**
3. **WELCH EQUIPMENT COMPANY, INC., ALBUQUERQUE, NM**

Approved on consent.

F. REQUEST FOR APPROVAL TO REPAIR UNIT 1308 (CATERPILLAR 140G CATERPILLAR MOTOR GRADER) BY WAGNER EQUIPMENT COMPANY OF ALBUQUERQUE, NM, UNDER ITB NO. 20/27/B IN THE AMOUNT OF \$64,836.10

Approved on consent.

VIII. MATTERS FROM THE EXECUTIVE DIRECTOR

A. UPDATE ON FY21 AND 22 ANNUAL AUDITS

Mr. Kippenbrock introduced Emily Oster, City of Santa Fe Finance Director.

Ms. Oster said we are moving forward with FY21 and 22. Our external auditor is working on FY21 procedures with staff. Our consultant auditors are moving forward. We are on track to submit FY21 on June 30th. On FY22 and 23 we are working with the auditors to close out the year end. Staff was tracking last week on closing procedures.

Mr. Kippenbrock said we will have an audit report for FY21. He, our Chair and Commissioner Hansen will be meeting to review that. We are starting to do FY22 entries.

Commissioner Hansen asked when will we be able to separate SWMA and BDD from the City.

Ms. Oster said that is a complex question. There are elements of the Joint Powers Agreement that describe different structures. We do report payroll for SWMA separate from the City. We do have dedicated funds for SWMA and BDD.

Commissioner Hansen asked what about separate bank accounts from the City for cash so we are not dependent on the City for that information.

Ms. Oster said we can separate out cash and bank accounts. As far as separating that, that is more complex. Based on accounting standards and rules, SWMA does not meet the qualifications as a separate government entity. Changes to the organization's structure would be necessary. That does not mean we can't have separate accounts within the accounting structure.

Commissioner Hansen asked so we have to be under the City or the County.

Ms. Oster said yes. The City is the fiscal agent so that makes sense.

Commissioner Hansen asked if Ms. Oster was working towards more separation.

Ms. Oster said yes. We are interested in doing that. You already have separate funds. You cannot be audited separately. It may be helpful to talk to the auditors about that for more explanation.

There was continued discussion around structures and how entities are created.

Mr. Kippenbrock said most solid waste with Joint Power Agreements are structures similar to our structure.

Ms. Oster said the exit conference for the FY21 audit will be on June 28th.

Commissioner Hansen asked when will it be for FY22.

Ms. Oster said we already working on it. The auditors will continue their work. Our goal for FY23 is December 15th. In order for that to happen, FY22 will have to be completed before that. We are thinking September or early October. That is a rough estimate. If FY 23 is completed by December 15th, it would be on time.

Commissioner Hansen said she wants to see us all be fiscally sound.

Mr. Kippenbrock reported that the BuRRT re-roofing project will be complete by Friday. The CID inspector will be out before the end of the month. We will close out the project by June 30th. At our last Board meeting we talked about sending our grinder machine out to the NE/SE Connector project to mulch green waste from the new road area. He met with Public Works on the 6th. We will be sending out grinder out on the 26th to begin working. There are three large piles. We estimate that it will take two weeks to grind the material.

Mr. Kippenbrock introduced Thomasina Chavez, the new SWMA accountant saying she started on Monday.

IX. MATTERS FROM STAFF - AGENCY, CITY, COUNTY

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

Ms. Boettner reported on amnesty days saying that they finished the green waste amnesty days and received just short of 100 tons over four weekends. We had fewer participants this year. The County loads were heavier than the City on average. The next Trash Amnesty Day will be on September 16th.

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

Ms. Sitton reminded everyone that the City offices will be closed on Monday so there will be no trash or recycling on that day. Everything shifts a day. July 4th is a Tuesday. Monday collections will not be effected. Tuesday collections will move to Wednesday and so on. We will be running radio ads on the schedule. Our residential

services calendar is available. We have a free recycling chat you can download on your phone. We are starting down the road for the next rate increase. There will be a public hearing on the rates on June 28th, then the rate increases will go before City Committees and before Governing Body on July 26th. We have a very large auction for City items on Saturday, June 17th. We have 8 - 10 solid waste vehicles in the auction. It will be held on the corner of Camino Estrada and Meadows. You can see the items on Bentleysauction.com.

Commissioner Hansen asked Ms. Sitton if she had reached out to Espanola and Rio Arriba County.

Ms. Sitton said no, but she will do that. She will work with Randall.

Chair Garcia asked if items don't sell what is that next step. Are they donated.

Ms. Sitton said she didn't know all the rules on that. It is run by the Finance Department. Donating vehicles would go through the Governing Body.

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

Mr. Francisco said we keep plugging along. We are starting to get new hires. Espanola reached out to him this morning so we are in communication.

Mr. Francisco said we are going to pick up the mulched material from the NE/SE Connector project and will take it to our convenience centers so that it is available free to the public.

Mr. Kippenbrock said on July 1st will be the third four rate increases. It will be \$2.50 per ton for solid waste and a few more. We started notifying accounts in May.

X. MATTERS FROM THE BOARD

Council Rivera said at our next meeting or by email would you send out the rate increase and the percentage the City pays of tipping fees etc.

Mr. Kippenbrock said of the five entities, the City of Santa Fe is number 1. Santa Fe County is number 6. Santa Fe pays 50% of the tonnages. They are the largest user.

Councilor Rivera asked for a breakdown of the top 6.

Mr. Kippenbrock said it is in our formal audits. He will get that for him.

Commissioner Hansen said sometimes private haulers pick up in the County as well.

Mr. Kippenbrock said Santa Fe has a County Ordinance regarding waste pick up and recycling. There are contracts with haulers. Private haulers are doing collections outside the City limits.

Commissioner Hansen said that was part of the annexation agreement.

Chair Garcia asked if Caja del Rio is open on Juneteenth.

Mr. Kippenbrock said no they are not. We need to update our personnel policies and Union contract to celebrate that.

Commissioner Hansen said the County is closed as well.

Chair Garcia said there will be no meeting in July.


XI. NEXT MEETING DATE: AUGUST 17, 2023

XII. ADJOURNMENT

There being no further business before the Board, the meeting adjourned at 4:45 pm.

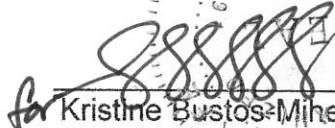


Councilor Michael Garcia, Chair



Elizabeth Martin, Stenographer

Attested to By:



for Kristine Bustos-Mineicic
Santa Fe City Clerk

