

SUMMARY OF ACTION  
SANTA FE SOLID WASTE MANAGEMENT AGENCY  
JOINT POWERS BOARD  
THURSDAY, AUGUST 17, 2023, 4:00 PM  
HELD IN PERSON AND VIRTUALLY

<u>ITEM</u>	<u>ACTION</u>	<u>PAGE</u>
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ROLL CALL	QUORUM	1
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APPROVAL OF MINUTES	APPROVED	2
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CONSENT CALENDAR

REQUEST FOR APPROVAL TO PURCHASE A VOLVO L110H WHEEL LOADER, WITH NECESSARY EXTRAS AND EXTENDED WARRANTY, FROM POWER EQUIPMENT COMPANY OF ALBUQUERQUE, NM, UNDER SOURCEWELL CONTRACT NO. 011723-VCE FOR THE BUCKMAN ROAD RECYCLING AND TRANSFER STATION IN THE AMOUNT OF \$375,547.	APPROVED ON CONSENT	2-3
REQUEST FOR APPROVAL TO REPAIR UNIT 1367 (CATERPILLAR D8T WASTE HANDLER TRACK TYPE DOZER) BY WAGNER EQUIPMENT COMPANY OF ALBUQUERQUE, NM, UNDER ITB	APPROVED ON CONSENT	3

NO. 20/27/B IN THE AMOUNT  
OF \$79,517.83.

REQUEST FOR APPROVAL TO REPAIR UNIT 1309 (CATERPILLAR D8R II WASTE HANDLER TRACK TYPE DOZER) BY WAGNER EQUIPMENT COMPANY OF ALBUQUERQUE, NM, UNDER ITB NO. 20/27/B IN THE AMOUNT OF \$79,517.83	APPROVED ON CONSENT	3
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REQUEST FOR APPROVAL TO INSTALL A PNEUMATIC SPRAY CONTROL SYSTEM ON UNIT 1357 (CATERPILLAR 621G WATER WAGON) BY MEGA CORPORATION OF ALBUQUERQUE, NM, UNDER SOLE SOURCE PROCUREMENT IN THE AMOUNT OF \$37,495.00.	APPROVED ON CONSENT	3
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REQUEST FOR APPROVAL OF AMENDMENT NO. 3 TO THE PROFESSIONAL SERVICES AGREEMENT WITH BLUE WATER 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).	APPROVED ON CONSENT	3-4
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REQUEST FOR APPROVAL OF AMENDMENT NO. 4 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).	APPROVED ON CONSENT	4
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REQUEST FOR APPROVAL OF AMENDMENT NO. 3 TO THE PRICE AGREEMENTS FOR FLEET VEHICLE, HEAVY-DUTY TRUCK AND TRAILER REPAIRS - PARTS AND LABOR - WITH	APPROVED ON CONSENT	4-5
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**MULTIPLE VENDORS (ITB NO. 21/01/B).**

<b>REQUEST FOR APPROVAL OF AMENDMENT NO. 1 TO THE PRICE AGREEMENTS FOR MOTOR OILS, LUBRICANTS, ANTIFREEZE, AND RELATED PRODUCTS WITH MULTIPLE VENDORS (ITB NO. 23/02/B).</b>	<b>APPROVED ON CONSENT</b>	<b>5</b>
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<b>REQUEST FOR APPROVAL OF AMENDMENT NO. 1 TO THE PRICE AGREEMENTS FOR BULK FUEL AND DIESEL EXHAUST FLUID WITH MULTIPLE VENDORS (ITB NO. 23/03/B).</b>	<b>APPROVED ON CONSENT</b>	<b>5</b>
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<b>REQUEST FOR APPROVAL OF POSITION TITLE CHANGE OF GLASS CRUSHER TECHNICIAN AND GREEN WASTE SPOTTER TO LABORER POSITIONS.</b>	<b>APPROVED OF CONSENT</b>	<b>5</b>
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**MATTERS FROM THE EXECUTIVE DIRECTOR**

<b>REQUEST FOR APPROVAL OF AUDITED FINANCIAL STATEMENTS AND SUPPLEMENTARY INFORMATION FOR THE YEAR ENDED JUNE 30, 2021</b>	<b>APPROVED</b>	<b>5-7</b>
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**MATTERS FROM STAFF  
AGENCY, CITY , COUNTY**

<b>DANITA BOETTNER, P.E., LANDFILL MANAGER, SANTA FE SOLID WASTE MANAGEMENT AGENCY</b>	<b>INFORMATION/DISCUSSION</b>	<b>7-8</b>
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<b>LES FRANCISCO, SOLID WASTE SUPERINTENDENT, SANTA FE COUNTY PUBLIC WORKS</b>	<b>INFORMATION/DISCUSSION</b>	<b>8</b>
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<b>MATTERS FROM THE BOARD</b>	<b>INFORMATION/DISCUSSION</b>	<b>8-9</b>
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**NEXT MEETING DATE**

**SEPTEMBER 21, 2023**

**9**

**ADJOURNMENT**

**ADJOURN**

**10**

**SANTA FE SOLID WASTE MANAGEMENT AGENCY  
JOINT POWERS BOARD  
THURSDAY, AUGUST 17, 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 4:08 pm on Thursday, August 17, 2023 and was held in person and virtually.

**II. ROLL CALL**

**MEMBERS PRESENT**

Commissioner Camilla Bustamante  
Commissioner Anna Hansen  
Commissioner Justin Greene  
Councilor Michael Garcia, Chair  
(One Vacancy)

**MEMBERS ABSENT**

Councilor Christopher Rivera, Excused

**OTHERS PRESENT**

Randall Kippenbrock, Executive Director, SWMA  
Alan D. "A.J." Bowers, Jr., CRI  
Rosalie Cardenas, SWMA  
Jonas Nahoum. Long and Komer  
Les Francisco, Santa Fe County, Solid Waste Superintendent  
Ernestine Baca, SWMA  
Danita Boettner, SWMA  
Thomasina Chavez, SWMA

**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 Bustamante, yes; Commissioner Hansen, yes; Commissioner

Greene, yes; Chair Garcia, yes.

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

##### **A. REGULAR MEETING - JUNE 15, 2023**

**MOTION** A motion was made by Commissioner Hansen, seconded by Commissioner Bustamante, to approve the minutes of June 15, 2023 as presented.

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

Commissioner Bustamante, yes; Commissioner Hansen, yes; Commissioner Greene, 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 Commissioner Greene, to approve the Consent Calendar.

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

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

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

**A. REQUEST FOR APPROVAL TO PURCHASE A VOLVO L110H WHEEL LOADER, WITH NECESSARY EXTRAS AND EXTENDED WARRANTY, FROM POWER EQUIPMENT COMPANY OF ALBUQUERQUE, NM, UNDER SOURCEWELL CONTRACT NO. 011723-VCE FOR THE BUCKMAN ROAD RECYCLING AND TRANSFER STATION IN THE AMOUNT OF \$375,547.**

- 1. APPROVAL OF BUDGET INCREASE TO 810852.570500 (CAPITALIZED EQUIPMENT AND MACHINERY) FROM 811.100700 (EQUIPMENT REPLACEMENT RESERVE FUND) IN THE AMOUNT OF \$375,547.**

Approved on consent.

**B. REQUEST FOR APPROVAL TO REPAIR UNIT 1367 (CATERPILLAR D8T WASTE HANDLER TRACK TYPE DOZER) BY WAGNER EQUIPMENT COMPANY OF ALBUQUERQUE, NM, UNDER ITB NO. 20/27/B IN THE AMOUNT OF \$79,517.83; AND**

- 1. APPROVAL OF BUDGET INCREASE TO 8100851.520400 (REPAIR & MAINTENANCE OF EQUIPMENT AND MACHINERY) FROM 810.100700 (OPERATING FUND CASH BALANCE) IN THE AMOUNT OF \$79,517.83.**

Approved on consent.

**C. REQUEST FOR APPROVAL TO REPAIR UNIT 1309 (CATERPILLAR D8R II WASTE HANDLER TRACK TYPE DOZER) BY WAGNER EQUIPMENT COMPANY OF ALBUQUERQUE, NM, UNDER ITB NO. 20/27/B IN THE AMOUNT OF \$79,517.83; AND**

- 1. APPROVAL OF BUDGET INCREASE TO 810851.520400 (REPAIR & MAINTENANCE OF EQUIPMENT AND MACHINERY) FROM 810.100700 (OPERATING FUND CASH BALANCE) IN THE AMOUNT OF \$79,517.83.**

Approved on consent.

**D. REQUEST FOR APPROVAL TO INSTALL A PNEUMATIC SPRAY CONTROL SYSTEM ON UNIT 1357 (CATERPILLAR 621G WATER WAGON) BY MEGA CORPORATION OF ALBUQUERQUE, NM, UNDER SOLE SOURCE PROCUREMENT IN THE AMOUNT OF \$37,495.00; AND**

- 1. APPROVAL OF BUDGET INCREASE TO 8100851.520400 (REPAIR & MAINTENANCE OF EQUIPMENT AND MACHINERY) FROM 810.100700 (OPERATING FUND CASH BALANCE) IN THE AMOUNT OF \$37,495.00.**

Approved on consent.

**E. REQUEST FOR APPROVAL OF AMENDMENT NO. 3 TO THE PROFESSIONAL SERVICES AGREEMENT WITH BLUE WATER 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, 2024.**
2. **INCREASE THE AMOUNT OF COMPENSATION BY \$70,525 FOR A TOTAL NOT-TO-EXCEED AMOUNT OF \$278,025.**

Approved on consent.

**F. REQUEST FOR APPROVAL OF AMENDMENT NO. 4 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, 2024.**
2. **INCREASE THE AMOUNT OF COMPENSATION BY \$82,000 FOR A TOTAL NOT-TO-EXCEED AMOUNT OF \$314,959.18.**

Approved on consent.

**G. REQUEST FOR APPROVAL OF AMENDMENT NO. 3 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. **CAPITOL FORD LINCOLN, SANTA FE, NM**
2. **CHEVROLET CADILLAC OF SANTA FE, SANTA FE, NM**
3. **CLARK TRUCK EQUIPMENT COMPANY, ALBUQUERQUE, NM**
4. **HAL BURNS TRUCK AND EQUIPMENT SERVICES, SANTA FE, NM**
5. **MCT, ALBUQUERQUE, NM**
6. **PARTS AUTHORITY, ALBUQUERQUE, NM (FORMERLY PARTS PLUS OF NEW MEXICO)**
7. **RUSH TRUCK CENTERS OF NEW MEXICO, ALBUQUERQUE, NM**
8. **STEWART & STEVENSON POWER PRODUCTS, ALBUQUERQUE, NM**
9. **WEISE AUTO SUPPLY D/B/A NAPA, SANTA FE, NM**

Approved on consent.



**H. REQUEST FOR APPROVAL OF AMENDMENT NO. 1 TO THE PRICE AGREEMENTS FOR BULK FUEL AND DIESEL EXHAUST FLUID WITH MULTIPLE VENDORS (ITB NO. 23/02/B):**

1. BREWER OIL COMPANY, ALBUQUERQUE, NM
2. GENERAL PARTS DISTRIBUTION, LLC D/B/A ADVANCE AUTO PARTS AND CARQUEST AUTO PARTS, RALEIGH, NC
3. SAFETY-KLEEN SYSTEMS, INC., NORWELL, MA
4. SENERGY PETROLEUM, SANTA FE, NM

Approved on consent.

**I. REQUEST FOR APPROVAL OF AMENDMENT NO. 1 TO THE PRICE AGREEMENTS FOR BULK FUEL AND DIESEL EXHAUST FLUID WITH MULTIPLE VENDORS (ITB NO. 23/03/B)**

1. BREWER OIL COMPANY, ALBUQUERQUE, NM
2. SENERGY PETROLEUM, SANTA FE, NM

Approved on consent.

**J. REQUEST FOR APPROVAL OF POSITION TITLE CHANGE OF GLASS CRUSHER TECHNICIAN AND GREEN WASTE SPOTTER TO LABORER POSITIONS.**

Approved on consent.

**VIII. MATTERS FROM THE EXECUTIVE DIRECTOR**

**A. REQUEST FOR APPROVAL OF AUDITED FINANCIAL STATEMENTS AND SUPPLEMENTARY INFORMATION FOR THE YEAR ENDED JUNE 30, 2021 (CARR, RIGGS & INGRAM, LLC)**

Mr. Kippenbrock said this item is for the approval of the audit report as required by the State Auditor's Office. Mr. Bowers has joined us on Zoom to present the report and answer any questions. The audit report is an unmodified report with no material weaknesses. There were two findings. The findings were regarding the late submission and control of transactions with the fiscal agent.

Mr. Bowers gave a Power Point presentation of the audit process and the audit report saying Carr, Riggs and Ingram oversaw the 2021 audit for the City of Santa Fe, SWMA and BDD. The SWMA audit report is an unmodified opinion. That is the best opinion available.

Chair Garcia thanked Mr. Bowers for his presentation.

Commissioner Greene thanked Mr. Bowers and said the two findings were out of the control of SWMA. SWMA was subjected to the City's late audit and reconciliation of the books. That interfered with the transactions.

Commissioner Greene asked if the audit firm has recommended a structure to the City that would control that better.

Commissioner Hansen asked is there any way to design something for the City so that SWMA is in control of the accounts we are associated with.

Mr. Bowers said he would have to look into the best possible route. It is a matter of how the City is set up. We will look into it more.

Commissioner Greene said we could model SWMA to the Enterprise Fund operations.

Chair Garcia said it comes down to how the Munis system is set up. The mechanisms are not there at this time.

Commissioner Hansen asked if they could get a module to do that.

Chair Garcia said we can request that from the City.

Chair Garcia said he thinks there is a path. He encourages this body to advocate for that separation.

Mr. Bowers said it is a matter of final reconciliation of inter-agency transactions. The transactions did not match up. We spoke to Angelica about how that would work.

Commissioner Greene asked did that happen with Enterprise Funds.

Mr. Bowers said no.

Mr. Bowers said it was a timing issue. That was the cause. Adjustments were proposed.

Ms. Chavez said we have made some improvements with that. We are working on 22 and 23 together with the City. Angelica has corrected all of the transactions.

Commissioner Hansen asked when will the entrance conference be for 22.

Mr. Bowers said we have started the 22 audit, but need to get the entrance

conference on the books.

Mr. Kippenbrock said we did the entrance conference for 22 at the same time as we did 21.

Mr. Bowers said we have not done one for 23.

Commissioner Greene asked when do we expect 2022.

Mr. Bowers said a lot of the work has been done for SWMA. We are waiting for the audit to be completed. We received the trial balance from the City last week. We are reviewing that now.

Commissioner Greene asked what is the typical turn around after the trial balance is received.

Mr. Bowers said anything outside of 30 days is possible.

Ms. Chavez said as far as us, we have completed 22 on our end. We are waiting for the City. At the same time she is working on 23 so we can roll with it when 22 is completed.

Mr. Bowers said thank you for being proactive. That is very helpful.

Chair Garcia said thank you for the updates and everything you are doing. If there is anything we can do to expedite the process let us know.

**MOTION** A motion was made by Commissioner Hansen, seconded by Commissioner Greene, to approve the audit report.

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

Commissioner Bustamante, yes; Commissioner Hansen, yes; Commissioner Greene, 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 they will have a free trash day on September 16<sup>th</sup> at both facilities from 8:00 am to 4:45 pm. We will take garbage, rubbish, bulky items, and residential building materials. We will not accept electronic waste, household waste or tires. We will have green waste disposal on September 2<sup>nd</sup> and 3<sup>rd</sup>. Household waste

will be in November.

Ms. Boettner continued saying we are moving forward with CNG fueled equipment. We have a roll off to still be delivered at the end of this year. It was purchased using VW Mitigation Funds. We received a \$950,000 grant.

Commissioner Greene said thank you for the information. Do we have methodical ways of advertising trash days.

Ms. Boettner said yes we do. We use social media and press releases. If you have someone you want us to send the information to please let us know. We use the newspapers as well.

Commissioner Greene asked does the County include transfer stations or is it only Caja and BuRRT.

Mr. Francisco said it is only BuRRT. We have free trash days and free brush days.

Commissioner Greene asked Mr. Francisco to let the Committee know when those days are.

Chair Garcia thanked Ms. Boettner for her presentation. Good work.

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

Ms. Sitton was not present.

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

Mr. Francisco said we just finished putting up gates at El Dorado for the reuse community. Everything is running great at the County.

Commissioner Greene asked if Nambe is on the list.

Mr. Francisco said no. The ones on the list are El Dorado, Stanley and Lacuna.

Chair Garcia said thank you for all you do.

**X. MATTERS FROM THE BOARD**

Commissioner Hansen said we have a working group at the County who has

been working on single use plastics. We are trying to get an Ordinance passed.

Commissioner Hansen said we had a great presentation from Pepsico about product responsibility at the conference she recently attended. They have a pilot project in Colorado and are working with large companies. That is something we should look into. Excess packaging. We did a round table on it at the Coalition of Sustainable Communities. She thinks we need to have another one. It is a legislative issue. She would like to move forward on that.

Chair Garcia said we suspended our bag ban during the pandemic. Now we have it back up and going.

Commissioner Bustamante said she and Commissioner Hansen attended a meeting to work on perusing Caja del Rio. There was a statement made that people think they can come out and dump anywhere in Caja del Rio because it is called the Caja del Rio Landfill. Maybe we can look at changing the name so people don't dump in the Caja del Rio.

Mr. Kippenbrock said we will have to look at the JPA. That is a very interesting idea.

Commissioner Hansen asked what if we called it the SWMA Landfill.

Mr. Kippenbrock said maybe the Santa Fe Landfill.

Commissioner Hansen said she is grateful that the City has gotten roll offs out to Caja. She does agree with Commissioner Bustamante about changing the name now that we are trying to protect Caja del Rio. She thinks that is something we should consider.

Chair Garcia said lets put that on the agenda for our next meeting. We need to get some research regarding what is allowed.

Commissioner Greene said he is working on the details to reopen the Tesuque Transfer Station. We are getting close.

Chair Garcia said he is glad to have progress.

Chair Garcia congratulated Commissioner Hansen for being elected as a Board member for NACO.

Commissioner Hansen said she is quite honored.

## **XI. NEXT MEETING DATE: SEPTEMBER 21, 2023**

## XII. ADJOURNMENT

There being no further business before the Board the meeting adjourned at 4:56 pm.



Councilor Michael Garcia, Chair

*Elizabeth Martin*

Elizabeth Martin, Stenographer



ATTESTED TO BY:

  
Kristine Bustos-Mihelcic  
Santa Fe City Clerk