

SUMMARY OF ACTION
SANTA FE SOLID WASTE MANAGEMENT AGENCY
JOINT POWERS BOARD
HYBRID IN-PERSON AND VIRTUAL MEETING
THURSDAY, OCTOBER 19, 2023, 4:00 PM
SANTA FE COUNTY ADMINISTRATION COMPLEX
100 CATRON STREET, SANTA FE, NM
GRANT CONFERENCE ROOM, SECOND FLOOR

<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 MINUTES	APPROVED	2
MATTERS FROM THE PUBLIC	NONE	2
APPROVAL OF CONSENT AGENDA	APPROVED	2

CONSENT CALENDAR

REQUEST FOR APPROVAL TO PURCHASE NEW AND REPLACEMENT CAMERAS AND WEB STREAMING LICENSE FROM HEI, INC. OF ALBUQUERQUE, NM, UNDER NEW MEXICO STATEWIDE PRICE AGREEMENT NO. 00-000-20-0093AH FOR THE CAJA DEL RIO LANDFILL AND BUCKMAN ROAD RECYCLING AND TRANSFER STATION IN THE AMOUNT OF \$49,292.84	APPROVED ON CONSENT	2-3
REQUEST FOR APPROVAL TO AWARD ITB NO. 24/32/B TO RUSTY'S WEIGH SCALES & SERVICE, INC., OF LUBBOCK, TX, FOR ON-CALL	APPROVED ON CONSENT	3

TRUCK SCALE CALIBRATION,
MAINTENANCE AND REPAIR
SERVICES IN THE AMOUNT OF
\$25,000.

REQUEST FOR APPROVAL OF SERVICES AGREEMENT WITH NEBULA ADVISORS, LLC / HORIZONS OF NEW MEXICO FOR JANITORIAL SERVICES UNDER THE NEW MEXICO STATE USE ACT, 13-1C-1 NMSA 1978, IN THE AMOUNT OF \$40,115.84	APPROVED ON CONSENT	3
---	---------------------	---

MATTERS FROM THE EXECUTIVE
DIRECTOR

UPDATE ON FY-22 AND 23 ANNUAL AUDITS	INFORMATION/DISCUSSION	3-4
---	------------------------	-----

MATTERS FROM STAFF - AGENCY, CITY, COUNTY	INFORMATION/DISCUSSION	4-5
--	------------------------	-----

MATTERS FROM THE BOARD	INFORMATION/DISCUSSION	5-6
------------------------	------------------------	-----

EXECUTIVE SESSION

DISCUSSION OF LIMITED PERSONNEL MATTERS REGARDING THE EXECUTIVE DIRECTOR, PURSUANT TO NMSA 1978, SECTION 10-15-1(H)(2)	HELD	6
---	------	---

POSSIBLE ACTION

POSSIBLE ACTION(S) REGARDING THE EMPLOYMENT AGREEMENT BETWEEN THE EXECUTIVE DIRECTOR AND SANTA FE SOLID WASTE MANAGEMENT AGENCY.	TABLED	6
--	--------	---

NEXT MEETING DATE

NOVEMBER 16, 2023

7

ADJOURNMENT

ADJOURNED

7

**SANTA FE SOLID WASTE MANAGEMENT AGENCY
JOINT POWERS BOARD
HYBRID IN-PERSON AND VIRTUAL MEETING
THURSDAY, OCTOBER 19, 2023, 4:00 PM
SANTA FE COUNTY ADMINISTRATION COMPLEX
100 CATRON STREET, SANTA FE, NM
GRANT CONFERENCE ROOM, SECOND FLOOR**

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 4:04 pm on Thursday, October 19, 2023 and was held in-person and virtually.

II. ROLL CALL

MEMBERS PRESENT

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

MEMBERS ABSENT

OTHERS PRESENT

Randall Kippenbrock, Executive Director, SWMA
Rosalie Cardenas, SWMA
Jonas Nahoum, Attorney
Les Francisco, Santa Fe County, Solid Waste Superintendent
Ernestina Baca, SWMA
Thomasina Chavez, SWMA
Shirleen Sittton, Director, Environmental Services, City of Santa Fe
Danita Boettner, SWMA
Elizabeth Martin, Stenographer

III. APPROVAL OF AGENDA

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

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

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

IV. APPROVAL OF MINUTES

A. REGULAR MEETING - SEPTEMBER 21, 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 Hansen, yes; Commissioner Greene, yes; Commissioner Bustamante, yes; Councilor Rivera, yes; Chair Garcia, yes.

V. MATTERS FROM THE PUBLIC

None.

VI. APPROVAL OF CONSENT AGENDA

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

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

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

VII. CONSENT CALENDAR

A. REQUEST FOR APPROVAL TO PURCHASE NEW AND REPLACEMENT CAMERAS AND WEB STREAMING LICENSE FROM HEI, INC. OF ALBUQUERQUE, NM, UNDER NEW MEXICO STATEWIDE PRICE AGREEMENT NO. 00-000-20-0093AH FOR THE CAJA DEL RIO LANDFILL AND BUCKMAN ROAD RECYCLING AND TRANSFER STATION IN THE AMOUNT OF \$49,292.84.

1. APPROVAL OF BUDGET INCREASE TO 8100851.570800 AND 8100852.570800 (DATA PROCESSING EQUIPMENT NON-EXEMPT) FROM 810.100700 (OPERATING FUND CASH BALANCE) IN THE AMOUNT OF \$49,292.84.

Approved on consent.

- B. REQUEST FOR APPROVAL TO AWARD ITB NO. 24/32/B TO RUSTY'S WEIGH SCALES & SERVICE, INC., OF LUBBOCK, TX, FOR ON-CALL TRUCK SCALE CALIBRATION, MAINTENANCE AND REPAIR SERVICES IN THE AMOUNT OF \$25,000.**

Approved on consent.

- C. REQUEST FOR APPROVAL OF SERVICES AGREEMENT WITH NEBULA ADVISORS, LLC / HORIZONS OF NEW MEXICO FOR JANITORIAL SERVICES UNDER THE NEW MEXICO STATE USE ACT, 13-1C-1 NMSA 1978, IN THE AMOUNT OF \$40,115.84.**

Approved on consent.

VIII. MATTERS FROM THE EXECUTIVE DIRECTOR

A. UPDATE ON FY-22 AND 23 ANNUAL AUDITS.

Mr. Kippenbrock said Thomasina Chavez will give us the audit updates.

Ms. Chavez said we are in discussions with Finance to complete the FY-22 audit. It is due on December 4th. We had discussions with CRI this week. They are preparing their engagement letter at this time. It has been a rough three weeks.

Commissioner Hansen said the paper blamed us for being late for the City. That should not have been said. It is not our fault that the City is late. She wants to make sure that is clear in the future. It is the City holding up the audit for SWMA.

Ms. Chavez said it will take CRI three weeks to have the engagement letter to us.

Commissioner Greene asked can we start on 23 as soon as 22 is turned in.

Mr. Kippenbrock said they are doing all of their engagement letters at the same time and then will do the entrance conference. The City, SWMA and BDD will be done at the same time.

Commissioner Greene asked when 23 will be done.

Ms. Chavez said we just need the final numbers for 22. Everything has been submitted to CRI for review.

Chair Garcia thanked staff for all the hard work they have done.

IX. MATTERS FROM STAFF - AGENCY, CITY, COUNTY

Ms. Boettner said we had our free e-waste event on October 7th and had 224 participants. 156 were from the City and 68 were from the County. It was a pretty average turn out. Our household waste event will be on November 4th. On that weekend we will have free tires day as well. December 2nd and 3rd will be our final free tires day for the year.

Chair Garcia congratulated Ms. Sitton on her Recycler of the Year award from the New Mexico Recycling Association.

Ms. Sitton thanked the Chair.

Ms. Sitton said we are working on our calendar for next year. Feel free to reach out to her with any ideas, suggestions or comments for the calendar. The theme is recycling.

Ms. Sitton continued saying we are at critical staffing levels. Be patient with us as we work through that. We are not the only ones, it is the same across the City. Supply chain issues are still not ironed out. Everyone has to work hard to meet our obligations. The Recycle Santa Fe Fashion Show will be held on November 10th. The art work will be on display at the Convention Center.

Commissioner Bustamante asked what year is this for the Fashion Show.

Ms. Sitton said it predates her being here, but she can find out for you. It is a fun event. She is judging again this year. There will be some unique gifts for holiday shopping.

Commissioner Hansen said congratulations on your award. It is nice to see your recognition. The Fashion Show probably started 20 years ago.

Ms. Sitton said she attended the Municipal Waste Management Association meeting last week. She is taking over the presidency this year. It is a great group. They are a subgroup of the United States Council of Mayors. This meeting was in Minneapolis, Minnesota. It will be in Santa Fe next October.

Commissioner Hanson congratulated Ms. Sitton on becoming the new President.

Mr. Francisco reported that they did a clean up this weekend at La Cienega Village. We are going to be selling permits for the southwest facility. We have 7 vacancies in the 22 employees we are authorized for. Staff is giving their all. We are

working through it.

Commissioner Greene said the Pojoaque office is closed periodically. Is there another place we can sell punch cards.

Mr. Francisco said we will look into that. Maybe the True Value.

Commissioner Greene said the Tesuque Valley community is trying to coordinate a roadside cleanup. He is hoping to coordinate as much as possible with you for the bags and clean up. This Saturday they are having a barbeque from 3:00 pm to 6:00 pm at the Tesuque Valley Fire Station. He would be happy to pass on the contact information.

Mr. Francisco said the contact would be Ms. Beam. She is in the Sustainability Department.

Commissioner Greene asked if Mr. Francisco had been coordinating with Public Works for the reopening of the Tesuque Fire Station.

Mr. Francisco said yes. The tentative date for the reopening is mid-November.

Commissioner Greene asked, if possible, within the next 24 hours, can we ask and get that information nailed down. It is important to bring that date to the barbeque. Please reach out to him tomorrow.

Mr. Francisco said sure. He will get with his Director.

Commissioner Greene said Tesuque Pueblo has offered to help run the station. It is just a part time job. Finding ways to collaborate would be advantageous.

Mr. Francisco said he and the Governor of the Pueblo met with his Director and he is very happy with the new roles and what we had to offer.

Commissioner Greene said he appreciates all the work you have been doing already.

Chair Garcia said thank you, all of you. He appreciates the work you are doing.

X. MATTERS FROM THE BOARD

Commissioner Hansen said we finished Phase 2 at Romero Park. There will be a ribbon cutting on Saturday, October 28th at 11:00 am. She would like to invite all of you to attend.

Commissioner Greene said he hopes to be opening the Tesuque Transfer Station within the next 30 days. He is excited.

Commissioner Bustamante said thank you Les and everyone for the support with the La Cienega cleanup this weekend.

XI. EXECUTIVE SESSION

A. DISCUSSION OF LIMITED PERSONNEL MATTERS REGARDING THE EXECUTIVE DIRECTOR, PURSUANT TO NMSA 1978, SECTION 10-15-1(H)(2).

MOTION A motion was made by Commissioner Hansen, seconded by Commissioner Greene, to enter into Executive Session.

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

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

The Board entered into Executive Session at 4:42 pm.

MOTION A motion was made by Commissioner Hansen, seconded by Commissioner Greene, to return to the regular meeting.

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

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

The Board returned to the regular meeting at 5:20 pm.

Chair Garcia stated that the only items discussed were the items noted on the agenda. No decision was made.

XII. POSSIBLE ACTION

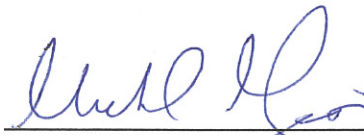
A. POSSIBLE ACTION(S) REGARDING THE EMPLOYMENT AGREEMENT BETWEEN THE EXECUTIVE DIRECTOR AND SANTA FE SOLID WASTE MANAGEMENT AGENCY.

This item was tabled.

XIII. NEXT MEETING DATE: NOVEMBER 16, 2023

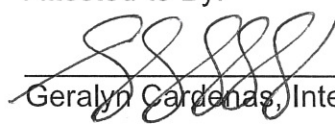
XIV. ADJOURNMENT

There being no further business before the Board, the meeting adjourned at 5:21 pm.



Councilor Michael Garcia, Chair

Attested to By:



GERALYN CARDENAS, Interim City Clerk

Elizabeth Martin

Elizabeth Martin, Stenographer

