

**SUMMARY OF ACTION**  
**SANTA FE SOLID WASTE MANAGEMENT AGENCY**  
**JOINT POWERS BOARD**  
**HYBRID IN-PERSON AND VIRTUAL MEETING**  
**THURSDAY, FEBRUARY 15, 2024, 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            | 2           |
| APPROVAL OF MINUTES  | APPROVED            | 2           |
| MATTERS FROM THE PUBLIC  | NONE                | 2           |
| APPROVAL OF CONSENT CALENDAR   | APPROVED            | 2-3         |
| <br><u>CONSENT CALENDAR</u>  |                     |             |
| REQUEST FOR APPROVAL TO REPAIR<br>UNIT 1334 (CATERPILLAR 623G WHEEL<br>TRACTOR-SCRAPER) BY WAGNER<br>EQUIPMENT COMPANY OF<br>ALBUQUERQUE, NM UNDER ITB<br>NO. 20/27/B IN THE AMOUNT<br>OF \$99,410.22            | APPROVED ON CONSENT | 3           |
| REQUEST FOR APPROVAL TO<br>PURCHASE TWO SHARP COPIERS<br>FROM SOUTHWEST COPY SYSTEMS<br>OF ALBUQUERQUE, NM UNDER NEW<br>MEXICO STATEWIDE PRICE<br>AGREEMENT NO. 00-00000-19-00019AG<br>IN THE AMOUNT OF \$8,570. | APPROVED ON CONSENT | 3           |

**MATTERS FROM THE  
EXECUTIVE DIRECTOR**

|   |                        |     |
|---|------------------------|-----|
| REQUEST FOR APPROVAL OF<br>AUDITED FINANCIAL STATEMENTS<br>AND SUPPLEMENTARY INFORMATION<br>FOR THE YEAR ENDED JUNE 30, 2022. | APPROVED               | 3-4 |
| UPDATE ON THE FY-23 ANNUAL AUDIT  | INFORMATION/DISCUSSION | 4-5 |
| RESIDENTIAL FREE DAY AT BURRT<br>ON FEBRUARY 3-4, 2024.   | INFORMATION/DISCUSSION | 5   |
| CAJA DEL RIO COALITION EARTH DAY<br>CLEANUP ON SATURDAY,<br>APRIL 20, 2024.   | INFORMATION/DISCUSSION | 5-6 |
| MATTERS FROM STAFF - AGENCY,<br>CITY, COUNTY  | INFORMATION/DISCUSSION | 6   |

**MATTERS FROM THE BOARD**

|                                  |                |     |
|----------------------------------|----------------|-----|
| ELECTION OF CHAIR AND VICE-CHAIR | ELECTED        | 6-8 |
| NEXT MEETING DATE                | MARCH 21, 2024 | 8   |
| ADJOURNMENT                      | ADJOURNED      | 8   |

**SANTA FE SOLID WASTE MANAGEMENT AGENCY  
JOINT POWERS BOARD  
HYBRID IN-PERSON AND VIRTUAL MEETING  
THURSDAY, FEBRUARY 15, 2024, 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 4:00pm on Thursday, February 15, 2024, and was held in-person and virtually.

**II. ROLL CALL**

**MEMBERS PRESENT**

Commissioner Camilla Bustamante  
Commissioner Justin Greene, arrived at 4:15 pm  
Councilor Amanda Chavez  
Councilor Lee Garcia  
Councilor Michael Garcia, Chair

**MEMBERS ABSENT**

Commissioner Anna Hansen, Excused

**OTHERS PRESENT**

Randall Kippenbrock, Executive Director, SWMA  
Jonas Nahoum, Attorney  
Rosalie Cardenas, SWMA  
Ernestina Baca, SWMA  
Thomasina Chavez, SWMA  
Yvonne Herrera, Santa Fe County  
Manuel Griego, SWMA  
Les Francisco, Santa Fe County Solid Waste Superintendent  
Shirleen Sitton, Director, City of Santa Fe Environmental Services  
Maria Gomez-Molina, Santa Fe County Roads, Fleet, Solid Waste and Traffic  
Director  
Eric Spurlin, CRI  
Elizabeth Martin, Stenographer

### **III. APPROVAL OF AGENDA**

**MOTION** A motion was made by Councilor Lee Garcia, seconded by Commissioner Bustamante, to approve the agenda as presented.

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

Commissioner Bustamante, yes; Councilor Chavez, yes; Councilor Lee Garcia, yes; Chair Michael Garcia.

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

**A. REGULAR MEETING - NOVEMBER 16, 2023**

**B. SPECIAL MEETING - DECEMBER 13, 2023**

**MOTION** A motion was made by Chair Michael Garcia, seconded by Councilor Chavez, to table the approval of the minutes until Commissioner Greene arrived.

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

Commissioner Bustamante, yes; Councilor Chavez, yes; Councilor Lee Garcia, yes; Chair Michael Garcia, yes.

**MOTION** A motion was made by Chair Michael Garcia, seconded by Commissioner Bustamante, to approve the minutes of November 16, 2023 and December 13, 2023 as presented.

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

Commissioner Bustamante, yes; Councilor Chavez, abstained; Councilor Lee Garcia, abstained; Chair Michael Garcia, yes, Commissioner Greene, yes.

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

None.

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

**MOTION** A motion was made by Commissioner Bustamante, seconded by Councilor Lee Garcia, to approve the consent calendar as presented.

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

Commissioner Bustamante, yes; Councilor Chavez, yes; Councilor Lee Garcia, yes; Chair Michael Garcia

**VII. CONSENT CALENDAR**

**A. REQUEST FOR APPROVAL TO REPAIR UNIT 1334 (CATERPILLAR 623G WHEEL TRACTOR-SCRAPER) BY WAGNER EQUIPMENT COMPANY OF ALBUQUERQUE, NM UNDER ITB NO. 20/27/B IN THE AMOUNT OF \$99,410.22; AND**

**1. APPROVAL OF BUDGET INCREASE TO 8100851.520400 (LANDFILL REPAIR AND MAINTENANCE OF EQUIPMENT AND MACHINERY) FROM 810.100700 (OPERATING FUND CASH BALANCE) IN THE AMOUNT OF \$99,410.22.**

Approved on consent.

**B. REQUEST FOR APPROVAL TO PURCHASE TWO SHARP COPIERS FROM SOUTHWEST COPY SYSTEMS OF ALBUQUERQUE, NM UNDER NEW MEXICO STATEWIDE PRICE AGREEMENT NO. 00-00000-19-00019AG IN THE AMOUNT OF \$8,570.**

**1. REQUEST FOR APPROVAL OF BUDGET INCREASE FROM 5500.100700 (OPERATING FUND CASH) TO BE APPORTIONED BETWEEN 8100851.570800 (LANDFILL DATA PROCESSING > \$5,000) AND 8100851.572800 (LANDFILL DATA PROCESSING < \$5,000) IN THE TOTAL AMOUNT OF \$8,570.**

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, 2022.**

Mr. Spurlin gave a Power Point presentation on the audited financial statements

and supplementary information for the year ended June 30, 2022.

Mr. Kippenbrock said there were no findings other than the last submittal.

Chair Michael Garcia said and that was out of the control of SWMA. The late filing was due to the City of Santa Fe's late audit.

Mr. Kippenbrock said the City of Santa Fe is our Fiscal Agent. We use their Munis system. Our cash is pulled together with the City. CRI has to work together with both entities to do the audit of the cash accounts.

Commissioner Greene arrived at the meeting.

Councilor Lee Garcia said so that means we are dependent on the City for forwarding us the information we need for the audit.

Mr. Spurlin said that is correct.

**MOTION** A motion was made by Commissioner Bustamante, seconded by Councilor Chavez, to approve the audited financial statements and supplementary information for the year ended June 30, 2022.

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

Commissioner Bustamante, yes; Councilor Chavez, yes; Councilor Lee Garcia, yes; Chair Michael Garcia, yes, Commissioner Greene, yes.

**B. UPDATE ON THE FY-23 ANNUAL AUDIT.**

Ms. Thomasina Chavez said we work closely with CRI and are at a standstill until the City completes their reconciliation of cash.

Councilor Lee Garcia asked if the City had given SWMA a tentative date when the data will be ready for the FY 23 audit.

Ms. Thomasina Chavez said not yet.

Mr. Kippenbrock said they had said May 15<sup>th</sup> for the submittal, but there has been no timeline for submittal.

Mr. Spurlin said the work is in progress.

Commissioner Greene asked how much time do we need in order to submit the remaining work.

Mr. Kippenbrock said from our end, we have submitted everything.

Ms. Thomasina Chavez said we are waiting on the City.

Chair Michael Garcia thanked Ms. Chavez for her update.

**C. RESIDENTIAL FREE DAY AT BURRT ON FEBRUARY 3-4, 2024.**

Mr. Kippenbrock said there is a handout in your packet with a table of the results of the Free Day at BuRRT.

Mr. Kippenbrock stated that Free Days are very labor intensive. We decided to spread out the dates for the Free Events. The first event was February 3<sup>rd</sup>. We processed 122 customers with E-Waste, 86 customers with hazardous household waste. At the second event, on February 4<sup>th</sup>, we processed 9 customers with E-Waste and 18 customers with hazardous household waste. For the month of February, we have processed 58 cars with 362 tires. Shirlene gets the word out for us and we put out flyers and do advertising.

Commissioner Greene said as a City customer, he receives mail outs on events. Is there an electronic version.

Commissioner Bustamante said she has seen the electronic version.

Councilor Lee Garcia said having these events consistently is very good. Will the rules at the landfill be suspended.

Mr. Kippenbrock said yes they will.

Commissioner Bustamante asked if a community wants to do a community clean-up day is it better to do it on a Free Day or to request a roll off cart.

Mr. Kippenbrock said he did not have an answer for that. It is your preference.

Commissioner Greene said Tesuque has a community clean-up day. We coordinated with Santa Fe County. It worked out well.

Councilor Lee Garcia said the Free Day is not for contractors. Is there a registration process for a community to have a roll off.

Mr. Kippenbrock said we work closely with facilities. We have a free disposal program for nonprofits for, as an example, cleaning out ditches. The Free Trash Days are meant for residential customers.

**D. CAJA DEL RIO COALITION EARTH DAY CLEANUP ON SATURDAY, APRIL 20, 2024.**

Mr. Kippenbrock said we are working with former City Councilor Carmichael Dominguez on an Earth Day Cleanup. They have requested two roll offs. We are coordinating this event for Saturday, April 20, 2024. We did this last year and it worked very well.

Commissioner Bustamante commended Mr. Kippenbrock for taking this on twice. Chair Michael Garcia said we will now return to the approval of the minutes.

The Board moved back to item IV for the approval of the minutes.

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

Ms. Sitton welcomed Councilor Lee Garcia and Councilor Chavez to the Board and said she is excited to work with them.

Ms. Sitton stated that she is happy to inform the Board that last week we took possession of five new side loader trucks. She is also excited to be working with Hewlitt Zollars on the design of our new maintenance and administration facility. We hope to get an RFP for construction by the next budget year. We are on our second year of our new collection schedule and is it going well.

Mr. Francisco said we are starting to get staffed up and it is looking much better. He did three interviews today. We have opened the Tesuque Collection Center. We are about to change the hours up north.

Commissioner Greene thanked Mr. Francisco for getting the Tesuque Collection Center open. It is much appreciated.

Chair Michael Garcia thanked Ms. Sitton and Mr. Francisco for their updates.

**X. MATTERS FROM THE BOARD**

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

Mr. Nahoum reviewed the election process.

**MOTION** A motion was made by Commissioner Greene, seconded by Councilor Lee Garcia, to elect Commissioner Bustamante as Chair of the Board.

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



Commissioner Bustamante, yes; Councilor Chavez, yes; Councilor Lee Garcia, yes; Chair Michael Garcia, yes, Commissioner Greene, yes.

Commissioner Bustamante thanked Councilor Michael Garcia for his leadership as Chair of the Board for the last year.

**MOTION** A motion was made by Councilor Chavez, seconded by Commissioner Greene, to elect Councilor Lee Garcia as Vice Chair of the Board.

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

Commissioner Bustamante, yes; Councilor Chavez, yes; Councilor Lee Garcia, yes; Chair Michael Garcia, yes, Commissioner Greene, yes.

Commissioner Greene said he had a question about regionalization. Espanola and Rio Arriba County are trucking their trash to Rio Rancho. He is wondering if we can help them. He would love to see if we can accept their trash.

Mr. Kippenbrock said currently we accept 25% of the waste generated by the City of Espanola as a part of it is in Santa Fe County. As to Rio Arriba County, we would have to have a Joint Powers Agreement in place to accept out of County waste. It could happen. We tried to do a JPA with Rio Arriba County and Los Alamos County in 2017 and it failed. Los Alamos County would not approve it. Trucking trash to areas outside Santa Fe County doubles their transportation costs. The capacity at Rio Rancho is going to be filled eventually and all of the trash will have to go to Valencia County. That long haul is not ideal. Rio Arriba County has 30,000 tons of trash a year.

Commissioner Greene said Santa Fe County is meeting with Rio Arriba County next week. If you could communicate his question to them for the meeting he is more than willing to discuss a road map with them. For Board members, is this something we want to initiate.

Councilor Lee Garcia said what would be the capacity we would have to bring on another City and County.

Mr. Kippenbrock said prior to 1995 they created a 100-year landfill. We have 20 years of life left. We need to decide how we want to develop the new area of 50 some acres. The space is there. We would have to look at it from both angles - space and revenue.

Commissioner Bustamante asked what Mr. Kippenbrock's recommendation would be.

Mr. Kippenbrock said we would need to do further analysis in order to make a decision. We have always been good neighbors to northern New Mexico. We currently have a Joint Powers Agreement that does not allow us to take out of County waste. There would have to be a discussion of elected officials as to how they want to proceed.

Councilor Lee Garcia said he thinks it is beneficial to be a good partner. We should at least do an investigation of the possibilities and opportunities.

Chair Michael Garcia said there needs to be a feasibility analysis and an environmental impact study done regarding hauling trash that far.

Commissioner Bustamante noted that the Board needed to go back to the item regarding the audit presentation so that they can vote.

Chair Michael Garcia said we will return to item VIII (A).

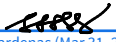
The Board went back to item VIII (A).

**XI. NEXT MEETING DATE: MARCH 21, 2024**

**XII. ADJOURNMENT**

There being no further business before the Board, the meeting adjourned at 5:04 pm.

Attested to By:

  
GERALYN CARDENAS (Mar 31, 2024 09:05 MDT)  
Geraldyn Cardenas, Interim City Clerk



Councilor Michael Garcia, Chair

Elizabeth Martin

Elizabeth Martin, Stenographer