

SUMMARY OF ACTION  
 SANTA FE SOLID WASTE MANAGEMENT AGENCY  
 JOINT POWERS BOARD  
 ATTENDED VIRTUALLY  
 THURSDAY, AUGUST 20, 2020, 5:00 PM

<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 CONSENT CALENDAR	APPROVED	2
APPROVAL OF MINUTES	APPROVED	2
MATTERS FROM THE PUBLIC	NONE	2
<u>CONSENT CALENDAR</u>		
REQUEST FOR APPROVAL OF PROFESSIONAL SERVICES AGREEMENT WITH BLUEWATER ENVIRONMENTAL CONSULTING, LLC OF SANTA FE, NM, FOR ENVIRONMENTAL SERVICES FOR THE SANTA FE SOLID WASTE MANAGEMENT AGENCY IN THE AMOUNT OF \$68,575 (RFP NO. '20/37/P).	APPROVED ON CONSENT	2
REQUEST FOR APPROVAL TO AWARD ITB NO. '20/23/B - SECURITY SERVICES FOR THE SANTA FE WASTE MANAGEMENT AGENCY TO UNIVERSAL PROTECTION SERVICES, LP D/B/A ALLIED UNIVERSAL SECURITY SERVICES OF ALBUQUERQUE, NM, IN THE AMOUNT OF \$108,979.59.	APPROVED ON CONSENT	2-3

SFC CLERK RECORDED 11/05/2020

REQUEST FOR APPROVAL TO AWARD ITB NO. '21/01/B - FLEET VEHICLE, HEAVY-DUTY TRUCK AND TRAILER REPAIRS (PARTS AND LABOR) TO MULTIPLE VENDORS. APPROVED ON CONSENT 3-4

REQUEST FOR APPROVAL OF AMENDMENT NO. 2 TO THE PRICE AGREEMENT FOR BULK FUEL WITH SENERGY PETROLEUM, LLC OF SANTA FE, NM (FORMERLY HONESTEIN OIL AND DISTRIBUTION, LLC) AT THE SAME PRICE, TERMS AND CONDITIONS (RFB NO '19/02/B). APPROVED ON CONSENT 4

MATTERS FROM THE EXECUTIVE DIRECTOR

REQUEST FOR APPROVAL OF AUDITED FINANCIAL STATEMENTS AND SUPPLEMENTARY INFORMATION FOR THE YEAR ENDED JUNE 30, 2019 (RYAN JONES, CPA, CLIFTONLARSONALLEN LLP). APPROVED 4-5

UPDATE ON COVID-19 (CORONAVIRUS). INFORMATION/DISCUSSION 5-6

MATTERS FROM THE BOARD INFORMATION/DISCUSSION 6

MATTERS FROM STAFF - AGENCY, CITY, COUNTY

SHIRLEEN SITTON, DIVISION DIRECTOR, CITY OF SANTA FE ENVIRONMENTAL SERVICES DIVISION. INFORMATION/DISCUSSION 6-7

LES FRANCISCO, SOLID WASTE SUPERINTENDENT, SANTA FE COUNTY PUBLIC WORKS INFORMATION/DISCUSSION 7

NEXT MEETING DATE	SEPTEMBER 17, 2020	7
ADJOURNMENT	ADJOURNED	7

SFC CLERK RECORDED 11/05/2020

**SANTA FE SOLID WASTE MANAGEMENT AGENCY  
JOINT POWERS BOARD  
ATTENDED VIRTUALLY  
THURSDAY, AUGUST 20, 2020, 5:00 PM**

**I. CALL TO ORDER**

The meeting of the Santa Fe Solid Waste Management Joint Powers Board was called to order by Commissioner Anna Hansen, Chair, via Cisco Webex Video Conferencing, on Thursday, August 20, 2020, at 5:04 pm.

**II. ROLL CALL**

**BOARD MEMBERS PRESENT**

Commissioner Anna Hansen, Chair  
Councilor JoAnne Vigil Coppler, Vice Chair  
Commissioner Ed Moreno  
Councilor Michael Garcia  
Commissioner Anna Hamilton  
Councilor Roman Abeyta

**BOARD MEMBERS ABSENT**

**OTHERS PRESENT**

Randall Kippenbrock, Executive Director, SWMA  
Rosalie Cardenas, SWMA  
Nancy Long, Long, Komer and Associates  
Erica Martinez, SWMA  
Les Francisco, Santa Fe County  
Yvonne Herrera, Santa Fe County  
Randy Watkins, SWMA  
Shirleen Sitton, Environmental Services  
Danita Boettner, SWMA  
Hank Hughes, Santa Fe County Commissioner Elect  
Ryan Jones, CPA, CliftonLarsonAllen LLP  
Elizabeth Martin, Stenographer

**III. APPROVAL OF AGENDA**

Mr. Kippenbrock said there is a misspelling in item 7C. It should be Stewart, not steward.

**MOTION** A motion was made by Commissioner Moreno, seconded by

Commissioner Hamilton, to approve the agenda as amended.

**VOTE** The motion passed unanimously by roll call vote as follows:

Chair Hansen, yes; Councilor Vigil Coppler, yes; Commissioner Moreno, yes; Councilor Garcia, yes; Commissioner Hamilton, yes; Councilor Abeyta, yes.

#### **IV. APPROVAL OF CONSENT CALENDAR**

**MOTION** A motion was made by Councilor Vigil Coppler, seconded by Commissioner Moreno to approve the consent calendar.

**VOTE** The motion passed unanimously by roll call vote as follows:

Chair Hansen, yes; Councilor Vigil Coppler, yes; Commissioner Moreno, yes; Councilor Garcia, yes; Commissioner Hamilton, yes; Councilor Abeyta, yes.

#### **V. APPROVAL OF MINUTES JULY 16, 2020**

**MOTION** A motion was made by Commissioner Hamilton, seconded by Councilor Garcia, to approve the minutes as presented.

**VOTE** The motion passed unanimously by roll call vote as follows:

Chair Hansen, yes; Councilor Vigil Coppler, yes; Commissioner Moreno, yes; Councilor Garcia, yes; Commissioner Hamilton, yes; Councilor Abeyta, yes.

#### **VI. MATTERS FROM THE PUBLIC**

None.

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

**A. REQUEST FOR APPROVAL OF PROFESSIONAL SERVICES AGREEMENT WITH BLUEWATER ENVIRONMENTAL CONSULTING, LLC OF SANTA FE, NM, FOR ENVIRONMENTAL SERVICES FOR THE SANTA FE SOLID WASTE MANAGEMENT AGENCY IN THE AMOUNT OF \$68,575 (RFP NO. '20/37/P).**

Approved on consent.

**B. REQUEST FOR APPROVAL TO AWARD ITB NO. '20/23/B - SECURITY**

SERVICES FOR THE SANTA FE WASTE MANAGEMENT AGENCY TO UNIVERSAL PROTECTION SERVICES, LP D/B/A ALLIED UNIVERSAL SECURITY SERVICES OF ALBUQUERQUE, NM, IN THE AMOUNT OF \$108,979.59.

Approved on consent.

- C. REQUEST FOR APPROVAL TO AWARD ITB NO. '21/01/B - FLEET VEHICLE, HEAVY-DUTY TRUCK AND TRAILER REPAIRS (PARTS AND LABOR) TO MULTIPLE VENDORS; AND
1. APPROVAL OF PRICE AGREEMENTS FOR FLEET VEHICLES, HEAVY-DUTY TRUCK AND TRAILER REPAIRS (PARTS AND LABOR) WITH:
- a. BATTERY SYSTEMS, GARDEN GROVE, CA, THROUGH ITS ALBUQUERQUE LOCATION
  - b. CAPITOL FORD LINCOLN, SANTA FE, NM
  - c. CHEVROLET CADILLAC OF SANTA FE, NM
  - d. CLARK TRUCK EQUIPMENT COMPANY, ALBUQUERQUE, NM
  - e. CUMMINS, ALBUQUERQUE, NM
  - f. HAL BURNS TRUCK AND EQUIPMENT SERVICE, SANTA FE, NM
  - g. MCT, ALBUQUERQUE, NM
  - h. PARTS PLUS OF NEW MEXICO, ALBUQUERQUE, NM, THROUGH ITS SANTA FE LOCATION
  - i. RUSH TRUCK CENTERS OF NEW MEXICO, ALBUQUERQUE, NM
  - j. SAN LOMA D/B/A WESTFLEET, ALBUQUERQUE, NM
  - k. STEWARD AND STEVENSON POWER PRODUCTS, ALBUQUERQUE, NM

SFC CLERK RECORDED 11/05/2020

I. WEISE AUTO SUPPLY D/B/A NAPA, SANTA FE, NM

Approved on consent.

D. REQUEST FOR APPROVAL OF AMENDMENT NO. 2 TO THE PRICE AGREEMENT FOR BULK FUEL WITH SENERGY PETROLEUM, LLC OF SANTA FE, NM (FORMERLY HONESTEIN OIL AND DISTRIBUTION, LLC) AT THE SAME PRICE, TERMS AND CONDITIONS (RFB NO '19/02/B); AND

1. EXTEND THE TERM OF THE AGREEMENT THROUGH AUGUST 24, 2021.
2. CHANGE THE NOTICE INFORMATION FOR THE CONTRACTOR.

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, 2019 (RYAN JONES, CPA, CLIFTONLARSONALLEN LLP).

Mr. Kippenbrock stated that the audit had been completed and needed Board approval.

Mr. Jones thanked Mr. Kippenbrock and Ms. Martinez for being so easy to work with and for being forthcoming and timely in their audit preparation.

Mr. Jones reported that there were two findings in the audit. The first was that the audit was late. We knew the audit would be late because SWMA is dependent on the City to provide information to them on a few things that are required to complete the audit. The second item was a small asset that was not recorded correctly. It was a clean audit and we issued an unmodified opinion, which is the best opinion available.

Chair Hansen thanked Mr. Jones and thanked Mr. Kippenbrock and Ms. Martinez for their hard work.

Commissioner Hamilton reminded the Board that a few months ago, when we knew the audit would be late because of the City we talked about looking at how SWMA could become independent from the City.

Mr. Jones said the cash relationship between the City and SWMA is

interdependent. It took us a bit to get the City's numbers. His idea for next year, as a work around, is for the City to work with us to do a confirmation certification of our numbers for us so we can move forward and complete the audit. That way the City can be viewed as your bank. The City would have to be willing to do that.

Commissioner Hamilton said maybe Randall and Erica could work with the City to make the cash balance accounting independent. She would like to have that possibility investigated and reported back to the Board at the next meeting.

Ms. Martinez said next year, when the overall audit is complete, we can have the City verify the SWMA cash balances at the time of our audit so our audit can be sent in.

Commissioner Hamilton said she would still like to look at making our accounting independent.

Ms. Martinez stated that it could be done with a separate account.

Chair Hansen said we have two ideas. She would like these to be looked into and reported back at the next meeting.

Mr. Ryan encouraged the staff and Board to work with Mary McCoy, the City Finance Director, on this issue. The funds are co-mingled. We need to make our relationship a collaborative relationship.

#### **B. UPDATE ON COVID-19 (CORONAVIRUS).**

Mr. Kippenbrock reported that the Tire Amnesty Day went well. We had about twenty cars that brought four tires each. The next day scheduled is the Trash Amnesty Day in September. Due to the definition of a mass gathering, that is something we are unable to do. We will cancel that event due to the restrictions. As to the Household Waste Amnesty Day, we will wait to make a determination as we follow the COVID-19 virus progression and will follow what the Governor says.

Chair Hansen said it is important to follow the Governor's orders and Department of Health. We can assess this as we go along.

Councilor Garcia stated that he understood that we want to be in compliance with the Governor's orders and the Department of Health, but we would be providing a service. Folks look forward to these amnesty days. He would like us to ask the Department of Health for clarification as to the restrictions and how retailers get around the designation.

Commissioner Hamilton said she supported Councilor Garcia's request.

Councilor Vigil Coppler said she has received complaints from constituents that

there is illegal dumping going on. If there is a way to continue with this event she thinks that would be a good thing. She thinks we ought to investigate that further.

Chair Hansen said lets check in and ask for a clarification. We, at the County, have let people dump trash at our transfer station for free and have not been punching cards for several months. We have started punching cards again now. She would like to look into the possibility of having the amnesty days.

## **IX. MATTERS FROM THE BOARD**

Chair Hansen said she would like to say that she is very sorry to hear that this is Commissioner Moreno's last meeting. She is going to miss him very much. He has been a great partner for her. Thank you for your service Ed. She looks forward to working with Hank Hughes, but will miss you.

Commissioner Moreno said SWMA has been his favorite Committee. At his heart he is a little boy playing with trucks and building things. A lot of his efforts have been in that vein. He appreciates having been a good partner in this agency.

Councilor Vigil Coppler thanked Commissioner Moreno for his years of service. She wished he and Janet well in the future.

Councilor Vigil Coppler thanked Randall and Erica and everyone who worked on the audit. We appreciate all of your work.

The Board, collectively, gave recognition to Commissioner Moreno.

## **X. MATTERS FROM STAFF - AGENCY, CITY, COUNTY**

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

Ms. Sitton reported that she had spoken with Mr. Kippenbrock about amnesty days and Toss No Mas. Toss No Mas will still happen over multiple days. People can come pick up their bags to do neighborhood clean ups. As to amnesty days, there is some education that needs to be done around those. The programs are still happening for a very minimal fee. That includes Household Waste and Electronics. The problem with those high profile free days is that people perceive that they are the only days they can dispose of the waste. We will do everything we can to let the public know the options.

Mr. Kippenbrock said the fee is fifty cents for every twenty pounds of household or electronic waste. They are nominal charges.

Chair Hansen said maybe we need to advertise that more and include the reasonable rates.

Ms. Sitton said we continue to work with our developers on the Recycle Coach App. We will push that out and inform people. Also they are working on the website components. This year we are in an improve position in the Water Pledge Challenge. We are in fourth place.

Chair Hansen asked Ms. Sitton to send out the link to everyone.

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

Mr. Francisco reported that they have been very busy and are now back to punching cards. Everyone is doing well. In May and June we had 11,000 visits. 250 tons a month in solid waste. Everything is running smoothly. He is proud of his employees. We are short three staff members and they are still working along as if nothing happened.

Chair Hansen said thank you to all the staff who are here with us today.

**XI. NEXT MEETING DATE  
SEPTEMBER 17, 2020**

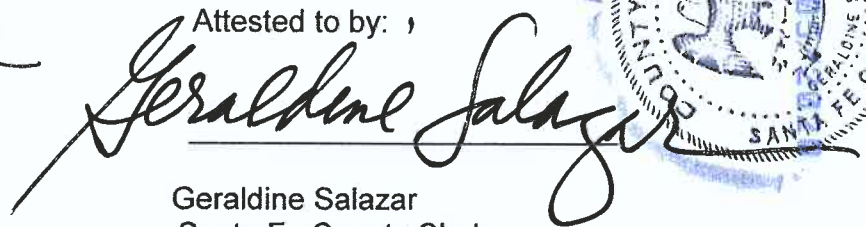
**XII. ADJOURNMENT**

There being no further business before the Board the meeting adjourned at 5:54 pm.

SFC CLERK RECORDER

  
Commissioner Anna Hansen, Chair

Attested to by: ,

  
Geraldine Salazar  
Santa Fe County Clerk



  
Elizabeth Martin, Stenographer