



NORTH CENTRAL SOLID WASTE AUTHORITY

**BOARD OF DIRECTOR'S
REGULAR MEETING**

Wednesday, September 18, 2019 at 3:00 P.M.

**2016 N. Riverside Drive
Española, New Mexico 87532**

I. Roll Call

Board Members:

Rio Arriba County	Tomás Campos/Chairman, <i>Present</i>
Ohkay Owingeh	Ben Lujan/Vice Chairman, <i>Present</i>
Santa Clara Pueblo	Bernardino Chavarria/Secretary, <i>Present</i>
Rio Arriba County	James Martinez, <i>Absent</i>
City of Española	John Ricci, <i>Absent</i>

Staff Members:

Manager	Peter Fuller
Executive Asst.	Laida Fletcher
HR Director	Janet Saucedo
Office Manager	Therisa C. Aguilar
Clerk III	Dania Perez

Others:

Rio Grande Sun	Amanda Martinez
Contract Attorney	Renee Barela-Gutierrez
Recycling NM	Sarah Pierpont
Resident	Sherry Malone
Resident	David Shavor

II. Call to Order

Chairman Campos officially called the meeting to order at 3:00 pm

III. Approval of Agenda- Wednesday, September 18, 2019

Manager Peter Fuller requested an Amendment to the Agenda. Fuller requested that Item IX. B Recycling- Sarah Pierpont be moved up to after Item V.

Motion made by Vice Chairman Ben Lujan to approve amended agenda for September 18, 2019.

Motion seconded by Secretary Bernardino Chavarria

Motion approved and carried 3-0

IV. Approval of Minutes – Regular Meeting, Wednesday, August 21, 2019.

Motion made by Vice Chairman Ben Lujan to approve minutes for August 21, 2019.

Motion seconded by Secretary Bernardino Chavarria.

Motion approved and carried 3-0.

V. Audience Participation/Public Comment: No residents present at this time.

Amended IX B. Recycling- Sarah Pierpont

Ms. Pierpont discusses upcoming collaboration with NCSWA. Goals are to get Rio Arriba County up to date with recycling. Ms. Pierpont has received a grant from the Santa Fe Community Foundation Grant. The grant will permit NCSWA to implement a pilot cardboard recycling program in Abiquiu, NM.

Ms. Pierpont discussed the current obstacles we face in regards to recycling. The China Trade War has caused China to stop accepting our recycles. The Trade War coupled with low oil prices create an environment where recycled plastic is not cost effective. Obstacles to cardboard recycling include; accessibility to recyclers, cardboard must be 99.9 % clean, and many are not interested in cardboard. Ms. Pierpont has located a recycling plant in Albuquerque, NM that will accept NCSWA cardboard. The plan is to transport the cardboard to Albuquerque, NM once per month. Initial goals would be that the Albuquerque, NM recycling plant covers cost of transporting the cardboard.

Manager Fuller states the primary goal is to get people interested in recycling cardboard and getting the word out. Manager Fuller continues to state that while we wait for increased funding opportunities (recycling) the viable option is to start a pilot in Abiquiu, NM. Manager Fuller has noticed a lot of clean cardboard and thinks that we need to move it.

Chairman Campos asked where the Pizza Hut cardboard containers were going, and Chairman Campos also stated that the Chama supermarket is stacking and banding their cardboard. Fuller responded that cardboard should be coming to NCSWA, but it isn't. Ms. Pierpont stated that many companies backhaul their cardboard to the original distribution center.

Chairman Campos asked Ms. Pierpont "what is considered clean cardboard?" Ms. Pierpont responded that clean cardboard has no grease stains, or tape. Ms. Pierpont elaborated on why clean cardboard is so important. Sarah explained that when dirty cardboard runs through the recycling machines it becomes a "tangler" This means that it gets stuck in the recycling equipment and the plant has to be shut down to clean the equipment. Ms. Pierpont reiterates the importance of "Recycling Right" because without recycling right there are unintended consequences. Consequences such as: hurting

recycling efforts because it becomes unfeasible. Ms. Pierpont discussed how Albuquerque is recycling right and how Rio Arriba County can benefit from it.

Chairman Campos asked about where NCSWA was with in regards to recycling tires. Chairman Campos mentioned that Member John Ricci previously proseed this question in a former Board Meeting.

Manager Fuller discussed the obstacles regarding tire recycling. Obstacles for tire recycling include; expensive to start (60 k to purchase tire cutter), labor intensive work, manning the tire cutter, safety of individual manning the tire cutter. Ms. Pierpont discusses a RAIN grant to cover the cost of a tire cutter. Manager Fuller begins discussion on tire cutting vs. shredding tires. Manager Fuller expresses his preference towards shredding tires. Shredded tires can be used for playgrounds or mulch and the act of shredding tires is much safer than cutting tires.

V. Audience Participation/ Public comment Sherry Malone, David Shaver- Residents of Rio Arriba County.

Sherry Malone expressed concern over lack of enforcement for trash dumping violations. Ms. Malone stated that she has witnessed people dumping trash in the Arroyos and doesn't understand why the violations aren't being enforced. Ms. Malone also expressed distress that members of the community were dumping illegally-yet nothing was being done about this. Ms. Malone and David Shaver also stated that there needs to be signage so residents know about clean cardboard and how to keep this project feasible. Mr. Shaver and Ms. Malone seemed concerned with ways to increase the longevity of the program. Ms. Malone begins to discuss the importance of education and believes that implementing a strong educational outreach program would lead to decreased waste on roads.

Manager Fuller agreed with the importance of education, and that if we educate the public they can recycle right. Ms. Pierpont brought up a case study done in El Paso, TX. At the beginning of their recycling program they had a 35 % residual. Residual means what percent of the contents of recycled bins is actually garbage. In this case, 35 % of what people were recycling was actually garbage. El Paso, TX started a root walk program where a crew of paid interns would check residents bins and leave feedback. If there was garbage in the recycling bins then they would post an "oops" tag and refuse the bin. Ms. Pierpont stated that this educational tool helped the residents to recycle right. Within a few months the residual decreased from 35% to 28 %.

Chairman Campos requests further comment from the Public. Ms. Malone resumed discussion on trash being dumped in the Arroyos, and also discussed an educational outreach program. In regards to illegal dumping; Ms. Malone did contact Manager Fuller. Ms. Malone questioned which authority residents should contact for illegal dumping violations. Manager Fuller agrees with the need for enforcement. Chairman Campos suggested calling the Sheriff's dept. Secretary Chavarria suggested sending the violation notices to the NMED Solid Waste Bureau. Secretary Chavarria also discussed that if enforcement was consistent then we could communicate with the violator and put stop to

the illegal dumping in the Arroyo. Manager Fuller expressed the desire to make people accountable, and stated that something needs to be done so that the people illegally dumping are held accountable.

Ms. Malone initiates a conversation about educating our children in schools so they know that littering and illegal dumping are wrong. Chairman Campos discusses how they have cleaned the road to Chimayo many times, and within days of cleaning it- it is full of trash again. Chairman Campos elaborated that the waste was mainly fast food bags. Chairman Campos also states that educating our youth is extremely important. Vice Chairman Lujan also agrees with an outreach educational program. Vice Chairman Lujan mentions his 9 year old daughter and how she reminds him of how to recycle right. Vice Chairman Lujan also mentioned that he recycles at home and recognizes the importance of educating our youth on the benefits of recycling.

Ms. Pierpont made a suggestion for NCSWA to partner with The City of Espanola and RAC to implement a “Keep Rio Arriba County Beautiful” as well as apply for grants. There are currently grants available through Keep NM beautiful. The grant money would provide the funding to start educational programs in schools. Janet Saucedo mentioned a potential NNMC contact that would be interested in spear heading the initiative. Ms. Malone stated that we needed more community involvement. Ms. Malone and Mr. Shaver stated that they will clean up the roads between their subdivision and Bode’s. Within days of cleaning it up- they find alcohol bottles and trash. Ms. Malone and Mr. Shaver reiterate the importance of an educational program. Manager Fuller closes the discussion by speaking about NCSWA October 11th clean-up Day at Abiquiu, NM. NCSWA employees will be meeting at 9 A.M. at Bode’s.

VI. Financials

A. June 2019 Income Statement-no comment

B. June 2019 Balance Sheet-no comment

C. June 2019 Check Report/June 2019 Aging Report-no comment

D. July 2019 Income Statement-no comment

E. July 2019 Balance Sheet-no comment

F. July 2019 Check Report/ July 2019 Aging Report-no comment

G. August 2019 Financial Statements

Manager Fuller addresses the Board and asks if they would like to go over June/July or just skip ahead to August. Chairman Campos authorizes beginning the presentation with Aug. 2019 Financials. Manager Fuller begins to discuss August financials. Vice Chairman Lujan notes that June and July are all in the negative. Manager Fuller redirects to focus on August 2019 Financials. Manager Fuller states that revenues are much better than they used to be. Chairman Campos questions the financials and asks how the new computer system affected financials. Chairman Campos also questions the costs in the budget where the Incode charges are. Chairman Campos stated that hardware shouldn’t be included because Ms. Martinez needs to depreciate the hardware. Manager Fuller suggests adding a line to the budget and separating charges between Incode and

hardware. Manager Fuller also states that NCSWA is no longer using Xpress Bill Pay, and is now utilizing Insight.

Chairman Campos questions certain charges on the August check report. Vice Chairman Lujan states that checks made to Fierro and Fierro total thirty-six thousand dollars. Manager Fuller states that the costs were to get NCSWA systems inline and prepared for the coming audit. Ms. Martinez elaborates that as things get lined out those costs will go considerably down.

VII. Managers Report

Manager Fuller introduces Alice Martinez as NCSWA Accountant. Ms. Martinez begins to discuss challenges and available updates she has. Ms. Martinez begins by stating that staff turnover has caused a lot of issues and has also affected billing practices. Ms. Martinez states that she would like to bring some stability to the department. Ms. Martinez also discusses the recent software conversion that has adversely affected operating practices. Ms. Martinez states that NCSWA recently went from sending postcards to sending statements and this caused a lot of confusion with residents. Ms. Martinez stated that residents weren't aware of the change and were throwing away their statements. Ms. Martinez suggested educating the public of the new billing system so they know to look out for their statements and not postcards. Ms. Martinez addresses the conversion from Caselle to Incode. This conversion also exacerbated confusion with residents because it changed the billing dates. Ms. Martinez hopes to look at processes in our roll off accounts and produce consistency.

Chairman Campos asked how many bills NCSWA sends out a month. Ms. Martinez stated that NCSWA sends out approximately 5000 bills a month. Manager Fuller added that NCSWA was looking into 3rd party billing. Chairman Campos stated that he didn't want the 3rd party billing to take anyone's job away. Ms. Martinez states that she thinks 3rd party billing could increase productivity at NCSWA, and the time saved from billing could be allocated elsewhere. Secretary Chavarria mentions that the time could be used to cover vacations etc. or cross training of employees. Manager Fuller states that the idea of 3rd party billing is only an idea at this point and that NCSWA was merely looking to streamline the billing process. Manager Fuller closes with mentions of Joann Marquez who has had great success in collecting past due bills on outstanding accounts.

VIII. Directors Business

Vice Chairman Lujan asks if the Alcalde Transfer Station situation is resolved. Vice Chairman Lujan states that he received numerous calls from his drivers that told him they had nowhere to take their trash because Alcalde Transfer Station was full. Vice Chairman Lujan also added that when he was at the Alcalde Transfer Station he noticed people were being turned away and upset. Secretary Chavarria also stated that he received numerous calls from his drivers and they also stated that they had nowhere to take their trash. Secretary Chavarria questioned as to what caused the situation at Alcalde Transfer

Station and also asked if there were systems in place to keep it from happening again. Secretary Chavarria called Therisa Aguilar (NCSWA Office Manager) and asked where they were supposed to take their trash. Manager Fuller responded and stated that the Alcalde Transfer Station was too full and couldn't take anymore trash. Secretary Chavarria questioned if there was a back-up transfer station? Manager Fuller stated that there were no other transfer stations other than at Ohkay Owingeh. Vice Chairman Lujan noted that if trash was taken there it would have to be separated. Manager Fuller noted that the Alcalde Transfer Station becomes a fire and safety hazard when the floor is too full. Manager Fuller also noted that Rio Arriba County doesn't have a landfill, and that the Alcalde Transfer Station is just a transfer site. Trash from Rio Arriba County funnels through Alcalde and is then transported to Rio Rancho, NM multiple times per day. Chairman Campos suggested that if the Alcalde Transfer Station gets full again then NCSWA needs to utilize 40 foot roll offs to temporarily hold the excess trash. Chairman Campos stated that the trash has to be taken somewhere.

Vice Chairman Lujan asks what the status is with pine needles. Manager Fuller states that if residents bag the pine needles; then they are trash. Manager Fuller added that pine needles aren't affecting trash volume. Chairman Campos states that he took a load of brush to Tierra Amarillo and that the guys there were ripping open plastic bags. Chairman Campos stated that they were separating the plastic bags from the burn pile. Chairman Campos also noted that pine needles are coming to Ohkay Owingeh. Chairman Campos stated that pine needles are mitigating fires and are fire hazards. Chairman Campos suggests that NCSWA speak with Ms. Pierpont to see how Rio Arriba County can use pine needles in landscaping and playgrounds instead of burning it.

IX. Old/New Business

C. Disposal of old NCSWA trucks and equipment from RAC Scrap yard

Chairman Campos begins discussion on Item C: Disposal of Old NCSWA trucks and equipment from RAC Scrap Yard. Chairman Campos states that him and Manager Fuller need to have a meeting prior to discussing this at a Board Meeting. Chairman Campos states that both staffs of RAC and NCSWA should meet to discuss this. Manager Fuller agrees.

A. City Commercial Rates

Manager Fuller moves onto Item A. City Commercial Rates. Peter states that NCSWA needs to become more competitive and suggests lowering the roll off rates. Peter states that if NCSWA lowers their rate to \$250 for a 30-yarder than we become more competitive. Chairman Campos questions why Manager Fuller is quoting for a 30-yarder instead of a 40-yarder. Chairman Campos elaborates that Capital Waste always uses 40-yarders.

Manager Fuller begins discussing the MOU and states that he needs the City of Espanola help to enforce the MOU. According to this MOU, the ordinance states that all businesses within the city limits have to establish and maintain waste management services through NCSWA.

Manager Fuller begins to discuss City of Espanola Commercial Roll Off accounts that are past due. Manager Fuller states that Carnecería Ortega owes NCSWA over \$10,000. Manager Fuller also notes that there are 20 + commercial accounts that owe NCSWA more than \$1000. Manager Fuller summarizes that 20 percent of the commercial accounts owe NCSWA 60 percent of the past-due money. Manager Fuller also adds that these commercial accounts who owe NCSWA are really hurting us.

Manager Fuller asks Attorney Renee Barela-Gutierrez how NCSWA can collect past-due bills on businesses that are closed. Manager Fuller also asks Attorney Barela how NCSWA can go after these businesses that owe us 4 months of trash service. Chairman Campos asks if they can pull their trash bin and refuse to pick up their trash. Vice Chairman Lujan states that there are multiple businesses in Carnecería Ortega and none of them are paying the trash bill.

In reference to Manager Fuller's spreadsheet on Commercial Accounts in the City of Espanola, Chairman Campos asks why The Rock strip mall and its businesses aren't listed as having accounts with NCSWA. Chairman Campos also adds that The Rock has quite a bit of businesses in it and they should have NCSWA accounts. According to the MOU city ordinance all businesses within city limits are required to have an account with NCSWA for waste management.

Manager Fuller responds to Chairman Campos and states that there are at least 20-30 businesses in the City of Espanola that haven't signed up for waste management services with NCSWA. Manager Fuller then asks Attorney Barela if the MOU is exclusive. Attorney Barela states that the MOU is exclusive. Peter states that since the MOU is exclusive than NCSWA has the legal right to pursue businesses to get them on the rolls.

C. Disposal of old NCSWA trucks and equipment from RAC Scrap yard

Attorney Barela begins discussion on Item C: Disposal of old NCSWA trucks and equipment from RAC Scrap yard. Attorney Barela also adds that equipment under \$5000 can be negotiated under a private sale. Chairman Campos states that a metal recycler could use the equipment; provided the fuel inside was drained prior to disposal. Peter responds and says that yes the vehicles do need to be drained and cleared of residual fluid. Attorney Barela again states that the vehicles could be negotiated for private sale. Chairman Campos suggests that the vehicles could be posted on the Rio Arriba County website. Attorney Barela discusses the necessity to have Board Action to dispose of old vehicles/equipment.

Motion made by Vice Chairman Ben Lujan to take attorneys recommendation and dispose of obsolete inventory.

Secretary Bernardino Chavarria seconds the motion

Motion approved and carried 3-0

Permission requested from Manager Fuller to move the October Board Meeting to a different day. Manager Fuller states that him and Ms. Martinez would like to attend Procurement training in Albuquerque the week of the normally scheduled Board

Meeting-which would occur the 3rd Wednesday on October 16, 2019. Vice Chairman Lujan states that he is free either the 9th or 23rd of October. Chairman Campos states that he prefers the 9th. Vice Chairman Lujan also suggests that the Board Meeting time should be changed from 3 P.M. to 9 A.M. Vice Chairman Lujan states that there is more public involvement when the meetings are held at 9 A.M. Manager Fuller agrees that 9 A.M. would be a better time for the Board Meetings.

***Motion made by Vice Chairman Ben Lujan to change Board Meeting time from 3 P.M. to 9 A.M. and motion to change October meeting to October 9, 2019.
Member Bernardino Chavarria seconds the motion.
Motion approved and carried 3-0***

X. Next Meeting – Wednesday, October 9, 2019 at 9:00 A.M.

Manager Peter Fuller notes that we need a permanent resolution at October Board Meeting to permanently change the time to 9:00 A.M.

XII. Adjournment

***Motion made by Vice Chairman Ben Lujan to Adjourn at 4:54 P.M.
Chairman Tomas Campos and Member Bernardino Chavarria seconds the motion
Motion approved and carried 3-0***

APPROVED AND ADOPTED THIS _____ DAY OF _____, 2019

**Tomás Campos, NCSWA Chairman
Ben Lujan, NCSWA Vice-Chairman**

ATTEST:

Dino Chavarria, NCSWA Secretary