



**NORTH CENTRAL SOLID WASTE AUTHORITY
BOARD OF DIRECTOR'S
REGULAR MEETING**

Wednesday, August 15, 2018, at 9:00 A.M.

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

I. Roll Call

Board Members:

Rio Arriba County	Tomas 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	Alex Naranjo, <i>Present</i>
City of Española	John Ricci, <i>Present</i>

Staff Members:

Manager	Peter Fuller
CFO	Audrey Gonzales
Operations Supervisor	Jerome Broyles
HR Administrator	Janet Saucedo
Accounts Payable Clerk	Emma Larue
Executive Assistant	Jackie Martinez

Others:

Citizen of Española	Peter Valdez
Citizen of Española	Silver Romans
Citizen of Española	Elias Archuleta
Rio Grande SUN	Amanda Martinez
NCSWA Contract Accountant	Ed Fierro

II. Call to Order

Vice Chairman Lujan officially called the meeting to order at 9:07 A.M.

III. Approval of Agenda- Wednesday August 15, 2018

Chairman Campos begins by stating there was supposed to be an Executive Session to start Manager Fuller's 4-month evaluation process. Chairman Campos would like to add that towards the end of the agenda. Member Alex Naranjo questions on how the Board can evaluate Mr. Fuller when the Board does not know anything about his job description or what he is doing, and believes the only people that could evaluate Mr. Fuller are the employees. Chairman Campos states the Board is going to discuss on how to pursue this in the future and also states that the

contract requires Manager Fuller be evaluated every 4 months. Chairman Campos states he would like to place that under Old/New business.

Motion made by Member John Ricci to approve the agenda as amended for August 15, 2018.

Motion seconded by Vice Chairman Ben Lujan.

Motion approved and carried 5-0

IV. Approval of Minutes – Regular Meeting, Wednesday, July 18, 2018

Motion made by Member John Ricci to approve the minutes for July 18, 2018.

Motion seconded by Member Alex Naranjo

Motion approved and carried 5-0.

V. Audience Participation/Public Comment

Customer Silver Romans presents to the Board today. Ms. Romans states she applied for low-income and has been a low-income member for a long time. Ms. Romans states her application was denied this year because NCSWA could not get a hold of her. Ms. Romans states she had to go out of State to help raise her daughter's children. Her oldest daughter passed away last year and Ms. Romans has been in North Carolina and Georgia to help out with the kids. This is the reason why she could not be reached. Ms. Romans states NCSWA tried to reach her and wanted proof of her income. Ms. Romans has a copy of her application and the 10-40 tax form, which she said the office (NCSWA) did receive. Ms. Romans states she sent in payments for several months at a time thinking everything would be cleared and fine. Ms. Romans came back to NM last month and she found her trash bill was higher than normal. Ms. Romans states she had no idea that she would be contacted about anything, however, she did bring her proof of social security, bank statements and other documents. Ms. Romans brought to the Board Meeting a copy of the form that was sent in by NCSWA and a copy of the payments she sent in to NCSWA for several months. Ms. Romans states, last month she surprisingly got a bigger bill in the amount of \$72.98, which she paid in order to catch up for the month of July. Chairman Campos communicates to Manager Fuller and assumes this issue has not gone to him and expresses that he will take care of this matter. Manager Fuller requests the copies of what NCSWA sent her to get this issue corrected. Operations Supervisor Jerome Broyles makes copies of her documentation. Manager Fuller apologizes to Ms. Romans and reassures her that NCSWA will take care of this matter and make it right. Ms. Romans provides her telephone number to Mr. Fuller where she can now be reached. Member John Ricci asks Ms. Romans how she was directed to come to the Board Meeting. Ms. Romans states someone in the front office directed her last month when she made her payment of \$72.98. Ms. Romans states she explained to the office her situation and what was going on. Member Alex Naranjo states she has two things in her favor, one, which she is a senior citizen and two, she is low-income. Member Alex Naranjo states she should have no problem getting a different rate since she is a senior with low-income. Member Alex Naranjo goes on to say he thinks it was a misunderstanding and NCSWA will help her. Manager Fuller states NCSWA will adjust this. Chairman Campos states this will be taken care of after the Board Meeting.

Elias Archuleta presents to the Board today. Mr. Archuleta is 82 years of age. Mr. Archuleta states without notice the dumpsters at the Ojo Caliente transfer station were not in place for 8 days. Mr. Archuleta states that this led to a lot of grief. Mr. Archuleta states he talked to the person in charge. Mr. Archuleta states he told the person in charge he would come to the Board Meeting to avoid this happening again. Mr. Archuleta would like to know what happened. Operations Supervisor Jerome Broyles states he received a phone call from Taos County who said

effective immediately, we were to remove our dumpsters from their collection center without notice due to a contract ending. From Jerome's understanding that contract was not over for another year, however, NCSWA received notice directly from them to remove the bins, therefore NCSWA removed them. Mr. Broyles informs Mr. Archuleta that the gentlemen in Ojo Caliente contacted our billing specialist, Michelle Valencia. Mr. Broyles states the director, Ernest Martinez contacted NCSWA and states that should have never happened and they take full responsibility. This was a mistake on their end. Mr. Archuleta asks why a notice was not provided. Mr. Archuleta asks if NCSWA would give notice in this situation for the future. Mr. Broyles expressed to Mr. Archuleta that NCSWA was also not given notice of the situation from Taos County and acted as quickly and professionally as possible, and states if he could send a notice for any unforeseen circumstances, it would be awesome. Mr. Archuleta asks if he can give some suggestions to make it easier for people. Manager Fuller gives Mr. Archuleta his business card and informs Mr. Archuleta to email him with any suggestions he may have. Manager Fuller states he was livid when this happened, however, the damage had already been done and he does not know what happened.

Mr. Archuleta talks about an elderly, low-income senior lady that lives in Española and has a house in Las Tablas. The house in Las Tablas is never used and there isn't any trash pick-up and there is no need for the trash to be picked up. Mr. Archuleta questions why this elderly lady has to pay for services just because there is electricity in the home. Mr. Archuleta feels that this is not fair. Mr. Archuleta questions why this elderly lady is having to pay when there is a policy stating otherwise. Chairman Campos express to Manager Fuller that he believes Mr. Fuller is working on an affidavit process. Mr. Archuleta states that the elder lady's name is Socorro Gomez. Manager Fuller states NCSWA will look into this.

Mr. Archuleta states a lot of people have paid for the year, and for that he gets two punch cards, however, he states NCSWA now cut it down to one punch card. Mr. Archuleta states that it seems to him that the rates keep going up and questions the services. Mr. Archuleta states that he knows of a lot of other people that do not pay their trash bill and states this has been going on for years and nothing has happened. Mr. Archuleta states there are ways to track the people who are not paying the bill. Mr. Archuleta expresses his concerns about the rates going up and people not paying their bill. Mr. Archuleta goes on to say that some people will refuse to pay and questions why he should pay.

Mr. Archuleta states the punch cards that are issued to customers do not have names and they can be loaned out. Accounts Payable Clerk, Emma Larue confirms that the punch cards do not have names on them. Vice Chairman Lujan asks if the card gets punched can the customer take a certain amount of trash? Mr. Larue states a customer can take 96 gallons of garbage a week at no charge, but they will have to show the permit card and a receipt showing that their account is current. Vice Chairman Lujan reiterates that they have to be an existing customer. If the punch card is loaned out, the station attendant will not know the difference because there is no name. Vice Chairman Lujan believes the punch card should have a name and an account number on it to be able to have some cross reference and should require an ID in order to dump. Ms. Gonzales states that the Office Manager and herself are going to be putting names on the punch cards this coming year. Mr. Archuleta states the punch cards in Taos all have names. Vice Chairman Lujan thanks Mr. Archuleta for being a good customer. Vice Chairman Lujan states we are working with other customers in regard to their liens. Vice Chairman Lujan continues to express to Mr. Archuleta how he appreciates loyal customers paying their bills, and is hoping we can be fair across the board to all customers in regards to finding the customers that aren't paying. Vice Chairman Lujan believes that it is not fair that they are receiving services and not paying, and once again thanks Mr. Archuleta for being a loyal customer.

Member John Ricci expresses to Mr. Archuleta that we now have new management and all the issues that Mr. Archuleta brought up, have been brought up, and as a Board they are supporting the Manager and are making changes. Member John Ricci states regarding billing issues, it is a

problem and we are working on that. Member John Ricci invites Mr. Archuleta to the Board Meeting in 6 months to follow-up on how we are doing. Member John Ricci thanks Mr. Archuleta for coming to the Board Meeting. Mr. Archuleta leaves the meeting at 9:27 a.m.

VI. Financial- Audrey Gonzales, CFO

CFO Audrey Gonzales begins by saying she has a change in the way the financials are presented. Ms. Gonzales states she will address B, the Check Register first, and will do A, Bank reconciliations (Century Bank, NM Bank & Trust and Xpress Bill pay), C, Balance sheet and D, Revenues & Expenses with comparison to budget combined together.

Check Register

Ms. Gonzales provided a copy of the July check register that Chairman Campos requested. Ms. Gonzales states on the side she has put notations explaining what the Payee is. Ms. Gonzales states she will be providing a check register for the Board every month. Ms. Gonzales states she brought her accounts payable specialist, Emma Larue in case the Board may have any questions regarding the check register or expenses.

Vice Chairman Lujan asks, for the procurement process, is there a check and balances after a certain amount? Ms. Gonzales states she sent Billing Specialist Michelle Valencia to become the CPO, and she did pass the testing. Ms. Gonzales states Ms. Valencia knows what we can and cannot do to stay in regulation with the State rules. Vice Chairman Lujan asks if the purchase reaches a certain amount, does the Manager have to bring it to the Board or to the Chairman. Ms. Gonzales states she does not know. Ms. Gonzales states she approves any purchases orders of anything under \$1,500, and anything over \$1,500 Manager Fuller approves. Ms. Gonzales reviews the PO for finance purposes and Manager Fuller signs the final approval of over \$1,500.

Member John Ricci asks if there is a time-frame. Mr. Fierro states there is no time-frame, it is just a matter of getting it going and getting the accounting caught up. Mr. Fierro states the training will start first to keep it all current and then developing procedures will start. The procedures will go to the Board for approval. Manager Fuller asks how the Board wants to be communicated as far as when NCSWA implements things. Vice Chairman Lujan believes the changes need to go to the Board and get the Board approval whether it be in the minutes or resolution in order to keep track. Vice Chairman Lujan states it would be a working document, but it is important to have that for the customers. Ms. Gonzales states that Mr. Fierro will be training herself first and Mr. Dominic Fierro will help train Emma Larue in Accounts Payable on payroll. Ms. Gonzales states as NCSWA is in that process, we will be writing policies and procedures at that time. Once the policies and procedures are complete, then Ms. Gonzales will come to the Board, and the Board Members can let NCSWA know how to proceed from there. Manager Fuller states he wants to communicate however we need to so we do not go backwards and make sure progress is being made. Manager Fuller states he will seek direction from the Board. Manager Fuller states his goal is to keep everything documented and keep moving forward. Ms. Gonzales states the documented book will help other employees as well and also if an employee leaves, they can fall back on that book step-by-step. Vice Chairman Lujan states we do not want to have to change policies with every Manager or any employee. A working document will set the foundation for the quality of the company. Chairman Campos preferably would like to get the check and balance ahead of time to ask questions individually. Ms. Gonzales asks the Board members if they would like the check register on the Friday before the meetings or ahead of time. Member John Ricci asks if there is anyway we can get the information electronically like the City. Member Ricci states all the information at the City is electronic and they are able to pull up all their information off their emails. Chairman Campos states,

Mr. Ricci is talking about an active agenda. Chairman Campos suggests that Executive Secretary Jackie Martinez get with somebody at the City or the County to help set this up. Chairman Campos suggests Jackie talk to Joe at the City Clerk. Ms. Gonzales asks if anyone has questions on the check registers. No questions.

Balance Sheet

Ms. Gonzales moves on to the balance sheet. Ms. Gonzales states, in looking at the balance sheet, this shows the total assets of \$1.8 million. The expenditures are higher than the revenue, therefore we are in the deficit of \$54,000 for the month of July. Ms. Gonzales states it will get better when we start getting the yearly's in November, December and January because people pay at the beginning of the year. Vice Chairman Lujan asks if that is historic. Ms. Gonzales answers yes. Vice Chairman Lujan asks Ms. Gonzales if June and July are a bad month. Ms. Gonzales states, generally the summer months are slower. Vice Chairman Lujan asks if our approved budget reflects these numbers as historic. Mr. Fierro explains; the way the authority operates throughout the year, is you bill the cash reserve for November, December and January with the annuals coming in, and then throughout the year it pecks down a bit, then you come back up and build it back up again. The budget takes the overall anticipated revenues. Mr. Fierro states it is not abnormal to spend more then you brought in and that's why cash is brought in to cover that. Mr. Fierro explains, on this particular balance sheet, it does not have other assets of the organization, such as the equipment or receivables. Mr. Fierro states, what is being presented to the Board on a monthly basis is strictly cash activity. There was a change in the accounting software to track based on cash basis. At the end of July, the cash was \$1.8 million and that was divided into three bank accounts, and those accounts are NM Bank and Trust, Century Bank and Xpress Bill Pay.

Revenues & Expenses with comparison to budget

Mr. Fierro explains the revenue with comparison to budget. Mr. Fierro states the revenue in future months will have the current month and the year-to-date month, which are actual cash dollar receipts, those are not billed amounts. The budget shows one lump sum of \$5.2 million because when the budget was constructed, Fierro & Fierro did not know what real, true cash base numbers of the various categories. Mr. Fierro states, now NCSWA will be able to build that history. In the future years, when the budget is constructed, NCSWA will be able to know what was actually collected and can budget that amount for the next year. The same would apply with the expenses. They're truly not expenses, they are more expenditures because it's on a cash basis. It's actual cash spent. Mr. Fierro uses uniforms as an example. Mr. Fierro states these are all computer generated, however there are certain procedures that go into the month-end accounting to get to these numbers. Mr. Fierro states Ms. Gonzales will be able to present these numbers on a month basis. Mr. Fierro goes on to say that this is the first time the organization has true activity that is truly occurring. Member Naranjo asks Mr. Fierro how this was handled in the past. Mr. Fierro states he cannot answer that. Member John Ricci asks Mr. Fierro if we are collecting penalties and interest. Member Ricci states, just in July we collected \$16,000 in penalties and interest and asks if that is for us focusing on delinquencies. Ms. Gonzales states yes, and explains that our collections specialist JoAnn Marquez is working on this and customers are starting to come in and pay their bill. Member John Ricci questions if that wasn't recorded in the past at all. Mr. Fierro explains at the end of the month you have somebody who has a delinquent account and the system adds penalties and interest. This is what is recorded, not the actual receipt. Mr. Fierro states it would be a waste of time to try to reconstruct that information from the past. Mr. Fierro continues to say, with this information here, if you were to project it out twelve months, it would be more reliable then to try and go back and reconstruct.

Bank Reconciliations (Century Bank, NM Bank & Trust and Xpress Bill Pay)

Ms. Gonzales states that behind the packet of the expenses with comparison, there is also the bank reconciliation for each bank that is completed. Each bank reconciliation is balanced with the balance sheet. Member Naranjo asks, how much of the money is liquid. Mr. Fierro states, \$1.8 million is all liquid. Mr. Fierro states that he and Ms. Gonzales talked about calling the banks and asking them what kind of interest rates NCSWA can get on CD's and invest about one million dollars at the various banks and maybe put some at the credit unions. Member Naranjo states you can stagger that money in between months, just in case of an emergency that way you have \$800,000 in liquid and a million dollars in committed money and that would bring in at least 2% interest. Chairman Campos states one of the best laid out investments is the blue bus investment schedule because the credit unions are around 2% and looking at theirs, you don't have to do the research yourself. Member Naranjo states the Federal Law says that you're covered up to a quarter of a million dollars. Member Naranjo states it's common sense that you do not want to commit that much money in case of failure. Ms. Gonzales states NCSWA has the one million in collateral that we got from Century Bank. Ms. Gonzales states in previous Board Meeting that was being requested, however she didn't do it yet because she didn't know what our true number was. Mr. Ed Fierro explains what the State Statute requires. Mr. Fierro states at Century bank right now there is \$1.7 million dollars, and only \$250,000 of that is FDIC insured. They are required by law to pledge one half of the remaining balance. The bank has to pledge \$700,000 in case of default. The banks invest with the excess deposits on hand, and invest in the market and invest in Government securities, etc. and also depending on what kind of interest rate they can receive. Mr. Fierro states, what the banks do is they tell whoever is safe keeping those bonds, that they want to assign a value to North Central in case of default.

Member John Ricci asks if on the Xpress deposit (online credit cards) if we write that off. Ms. Gonzales states no, it goes to Xpress bill pay, and from Xpress bill pay, NCSWA has to transfer that money to Century Bank. Member John Ricci questions why a third party. Ms. Gonzales states NCSWA did at one point, but does not know why it changed. Ms. Gonzales states when she first started at NCSWA, Century Bank wanted to sit down with her and show her what they can do for NCSWA, but Ms. Gonzales states she has not had the chance to sit with them and see what they have to offer. Mr. Fierro gives a background on Xpress bill pay. Mr. Fierro states what's nice about Xpress Bill is when somebody comes in and swipes a card, they get that money, and at the end of the day North Central sends that information to the computer. They then process it, and get it to the right person's account, and the next morning they dump it back into the computer. Mr. Fierro states that is one service they provide. The banks require that they hold \$25,000 to keep their fees down at all times. Mr. Fierro states that Michelle Valencia will come in on a Monday morning and look at the balance and transfers monies into Century Bank. On a weekly basis this money is transferred, and the purpose is to keep the fees down. Mr. Fierro states you have to be careful because the banks make their money on credit card fees. The credit card fees were \$1,200 for this month. If you do away with Xpress bill pay, the Century bank fee is going to be a lot higher. Member Alex Naranjo states when we talk about \$1.8 million dollars and we have \$800,000 in liquid, and we invest a million dollars, instead of going out and investing money in that bank, that's when we negotiate. Member Alex Naranjo questions why all these fees are being charged, yet there is a million dollars in time certificates. Member Naranjo asks, what are you going to provide us in return. Mr. Ed Fierro states, in State statutes, they say if you are going to invest money, that you have to invest it equally amongst the banks within your geographic area. Chairman Campos does not believe that applies to this entity. Mr. Fierro states in the State statutes, it states in general. Mr. Fierro

has always interpreted it that way. Chairman Campos states the State Auditor was lenient with the blue bus because they're an entity. Mr. Fierro states the banks are only going to negotiate so far. Member Naranjo states, if you borrow money from the bank, they're only going to charge you 10%, but at the same token with your money, they are only going to give you less than 1%. Member Naranjo states with an entity such as ours, and with as much money as we have, we can go to the bargaining table and do something better. Member Naranjo continues to state, the credit card fees and everything else is a little unfair and believes that should be free. Mr. Fierro states, with all due respect, \$1.7 is not that much money to the bank. Member John Ricci states it's such a competitive market out there for credit card fees. Member John Ricci would rather have our money go right into our account so it can be active on a daily basis. Mr. Fierro states, Century bank is not paying any interest. Chairman Campos states there is one more caution. We are about to change software to Incode, and states they're going to want to sell NCSWA a module, otherwise you cannot get the interface that updates the account right away. Chairman Campos states we need to look and study that. Mr. Fierro states there are so many accounts within the authority and we really need Incode working right. Mr. Fierro believes there is like ten thousand accounts or so a month.

Ms. Gonzales talks about the bank reconciliations. Ms. Gonzales states each bank reconciliation does balance to the balance sheet account. Ms. Gonzales asks the Board if they have any questions. Secretary Chavarria asks if next Board meeting, there might be some options for interest pay. Mr. Fierro states yes, and in 30 days you should be able to find out. Member John Ricci states anything right now is better than zero. Ms. Gonzales states she will be working on that for the next Board meeting to get those amounts and percentages.

Consulting Contract

Ms. Gonzales apologizes for not getting this into the packet to each Board Member on Friday and only received it this morning. Ms. Gonzales asks if the Board would like review it or to Table it for the next Board meeting so the Board can have a chance to review it. Member John Ricci states, he thought the key issues was writing down the scope of work and states the Board was ready to approve it, but was vague on the scope of work. Ms. Gonzales states she added the three items to the Contract for Professional Financial & Consulting Services Contract that were requested on the scope of work from the Board. The three items are to assist with the implementation of the Authority's new accounting software, assist with the preparation of the Authority's fiscal policies and procedures manual, and assist with training the Authority's staff (finance department). The Board reviews the contract. Member Alex Naranjo questions travel time and asks Mr. Fierro how often he anticipates on traveling to NCSWA on such a matter. Mr. Fierro states a lot of what he has done here recently, he's done from his office using the internet trying to minimize the travel time. Mr. Fierro states he is planning on coming back next month. Mr. Fierro states he is busy doing other audits as well. Chairman Campos questions the contract under "Term". Member Alex Naranjo believes the Board should Table this action so the Board can review it. Chairman Campos states Ms. Gonzales is signing the contract and it should be Manager Fuller signing. Member John Ricci states, regarding the term, it says "This Agreement shall begin on the date approved by the Procuring Agency, renewed annually and shall end after the completion of the fourth year". Mr. Ricci expresses that the Contract is stating what day it begins, is when it gets approved. Chairman Campos states that the language on the Contract seems kind of weird and asks if the Contract was sent to Mr. Stranahan to review it. Ms. Gonzales states she did send it to Mr. Stranahan and he sent it back to her this morning. The Board agrees that only the Manager should be signing the Contract. Mr. Fierro states, that can be changed.

Member Ricci reads “This Agreement shall be approved in form and content by North Central Solid Waste Authority’s Board of Directors prior to execution” and states the Board will give it a blessing and when it is finally signed and approved by the procuring agency, then that’s the start date. Mr. Fierro questions if there was a motion to Table it. Member Alex Naranjo states he did make a motion to Table it in the form of a motion.

Motion made by Member Alex Naranjo to Table this action until the next Regular Board Meeting.

No Second Motion.

Motion made by Member John Ricci to approve the Contract for Professional Financial & Consulting Services from Fierro & Fierro.

Motion seconded by Secretary Dino Chavarria.

Motion approved and carried 5-0.

Secretary Dino Chavarria states he agrees with the start and end date. Chairman Campos asks who is going to bring this back to them ever year. Mr. Fierro explains the way the contract is drawn. Mr. Fierro states the State Statues and Laws allows you to bid for professional services on a four-year basis. The way that the contract is drawn, you basically control when you want to use the services. If you don’t need anything, then nothing happens and there will be no billing. By going out for four years, it prevents you from having to go out and re-bid. At the end of four years, you can decide to re-bid or decide you don’t need the service. Mr. Fierro states that his firm got everything caught up and now wants to keep it current. The staff needs to know what needs to be done to keep it current. Mr. Fierro states we need to move in the direction of developing an Accounting Policies and Procedures Manual that needs to be brought to the Board for approval. Mr. Fierro envisions seeing a situation where there is very little for Fierro & Fierro to do until Fierro & Fierro starts looking at the change in the conversion from Caselle to Incode, and then there would be more activity going on. Mr. Fierro states he does anticipate on discussing with Ms. Gonzales and Manager Fuller needing assistance at the end of the year to get ready for the audit. Mr. Fierro states all the records all year round are cash basis. Now Fierro & Fierro has to get back to accrual basis, and has to add back in the receivables, payables, equipment, depreciation, etc. Mr. Fierro states they want the auditors to come in and audit their books and not come in and do the accounting. This will help reduce the fees for the auditing side of it. Chairman Campos tells Mr. Fierro that his help is needed with the software conversion. Chairman Campos states, this is the last time to rebuild this. Unfortunately, everybody is going to suffer for the sins of the past, however Chairman Campos wants Fierro & Fierro to be so good that NCSWA will not need Fierro & Fierro after a while. Nothing was ever communicated in the past. Chairman Campos states, the last time we had somebody, they were just stringing us along and didn’t teach the staff anything. Member John Ricci questions if the Board has a date every year that they have to review this and also asks if we are going to get to a point in our accounting firm where we don’t need an auditor to come in and verify for our year endings. Mr. Fierro addresses the two issues with the Chairman’s point of view. Mr. Fierro states he agrees with the Board and understands that things in the past were not done the way they should have been done. Mr. Fierro states he is trying to teach Ms. Gonzales or the future CFO what needs to be done, and how the bank needs to be reconciled. There’s a point where NCSWA needs to do it because Mr. Fierro cannot do it every single month. Mr. Fierro states, you cannot compare the difference of what was received in the past. Mr. Fierro goes on to say that he is trying to get NCSWA off of needing Fierro & Fierro, however, they still need the right expertise and training to get to that point. The next important thing to do is the procedures. Lastly, Mr. Fierro states if NCSWA decided not to do the Incode change, at that

point the only activity that would occur is to get ready for the audit at the end of the year. Mr. Fierro states he cannot come to every Board meeting, however, he can call in if there is a question. As far as the annual renewal, the thought process is to avoid to have to re-bid it every year. Mr. Fierro states to do procurement correctly takes time, effort and cost. As far as the attorney fees, Mr. Fierro does not think Robert Stranahan is under a contract that had been bid out, and states that needs to be bid out. This was Mr. Fierro's advice to Manager Fuller and CFO Audrey Gonzales. Member John Ricci states he is supportive of the contract. Member Alex Naranjo states with all due respect, we have been talking about this for over a year, where nothing has been done. Member Alex Naranjo believes Mr. Stranahan is over charging by \$250 an hour when NCSWA can get a local attorney at \$100 an hour. Vice Chairman Lujan suggests Manager Fuller should be listed under number 7 in the contract, *notices*, in case there is something wrong with the contract and he is able to bring it to the Board. Vice Chairman Lujan states if we are understaffed in any position, the goal would be to hire other staff with that money to be able to do the job full-time in order to help the CFO. Manager Fuller believes we are budgeting for that. Vice Chairman Lujan states, we need the help now to train everybody else. Chairman Campos states, after January Mr. Naranjo will not be here and we will have somebody else. Chairman Campos goes on to say that we need something in place that the next Board on the chain list can work with. Member Alex Naranjo states your bible will be your bylaws and it shouldn't make a difference who the next Board Members will be. Member Naranjo goes on to say that he was looking at the contract and he believes whoever is in charge of the contract, should sign every page and date it so there will not be any changes later on. Manager Fuller agrees and states it makes sense to him.

Motion made by Member John Ricci to approve the Amended Contract with Fierro & Fierro for Financial & Consulting Services with the amendments to the signatures requiring of the Authority Manager.

Motion seconded by Secretary Dino Chavarria.

Motion approved and carried 5-0.

Financial Statements for Fiscal Years 2016 & 2017 & Cash Basis Income Statement for FY18 Compare to Budget – Ed Fierro

Mr. Fierro presents the Board with two binders titled "Compiled Financial Statements" dated June 30, 2016 and "Compiled Financial Statements" June 30, 2017 and 2016. Mr. Fierro explains that June 30, 2016 is by itself and June 30, 2017 and 2016 are comparative. Mr. Fierro states, basically everything that is in 2016 is in the Comparative Financial Statements. Mr. Fierro asks the Board to go over to page 2, Accountants' Compilation Report on the June 30, 2016. Mr. Fierro states, as CPA's in public accounting, anytime that their names are associated with financial statements, they have to issue some sort of report. Mr. Fierro issued a Compilation Report, which says Fierro & Fierro compiled all the information together using the accounting records and Management's expertise on the records and put them into a form of financial statements. Mr. Fierro states Fierro & Fierro did not audit or review them, that's for another CPA firm to do. Mr. Fierro asks the Board to go to page 3., which is the balance sheet as of 2016 and 2017. At the end of the year there was \$1.7 million dollars in cash. The receivables were determined to be a net amount of \$368,000. Mr. Fierro focuses on column 2017 and summarizes the amounts for the Board Members. Mr. Fierro states, what's kind of bad with this particular organization right now, is that you have a negative, unrestricted equity. Mr. Fierro continues to state, if you were to subtract out your capital assets, which basically are only useful to another Government, and you tried to use your assets to liquidate all your liabilities, you would be short \$770,000 which is not a good number and states, it is

what it is. Mr. Fierro asks the Board to go to page 4 and summarizes the income statement. Mr. Fierro states the Operating Revenues show what was actually billed, but does not necessarily mean it was collected. The revenues for \$4.6 million for 2017 and the expenses for 4.7 also included depreciation expense, which is a big amount. Mr. Fierro continues to summarize page 4. The use of the facilities here, free of charge from Ohkay Owingeh reflects income of \$55,000. Mr. Fierro states, at the end of the year, there is quite a big difference between the net income between the years, and states he can attribute the change because of the net pension liability and that has to do with PERA. The Authority had nothing to do with that. That affected all the entities in the State of New Mexico.

Mr. Fierro continues to page 5 and summarizes the Cash flows from Operating Activities. In 2017, under Cash Flows from Capital and Related Financing Activities, a big payment to reimburse the County for the loan of \$400,000 is shown as well as the New Mexico Finance Authority loan of \$98,000. The prior year cash has increased by \$473,000 and the current year cash decreased by \$182,000. Mr. Fierro states the binder continues with various notes to the financial statements explaining all the numbers in the notes.

Mr. Fierro would like to focus on page 33 for 2017. Mr. Fierro states the first column listed was the original budget. The next column listed is the final budget. Mr. Fierro states, this particular organization in the past, the original and the final were the same because they didn't have timely information to adjust the budget as necessary. Usually Governments will go half the year and adjust the budget. Mr. Fierro goes on to say, by having the records current, this next year NCSWA will be able to go in and adjust the budget. Mr. Fierro reads off the binder and summarizes the receipts. Cash dollars received was \$4.6 million and explains expenses. The final budget was \$4.5 million on revenues and the actual collections was \$4.6 million. There was an additional amount of \$134,000. Mr. Fierro states you can compare the various expense items on there.

Mr. Fierro moves on to page 34. Mr. Fierro presents the 2016 numbers. Mr. Fierro states, these financial statements were presented to the auditors and is basically telling the auditors, these are what we think the numbers are. Mr. Fierro states it is the auditor's job is to verify the numbers presented. Mr. Fierro goes on to state that there is a number that the Board will be very interested in. Mr. Fierro asks the Board to pull out a single page report from their packet, which are the 2018 numbers. Mr. Fierro states we have a consolation report and states we are really current and we are showing cash dollars collected and the variance. Mr. Fierro goes on to say that this report shows the current year and shows there was more revenues than spent by \$104,797, so the cash balance was increased. The cash balance at the end of the year is \$1.8 million dollars. On the next page over, Mr. Fierro is presenting to the Board the last three years in cash dollars what was collected. Mr. Fierro asks the Board to go to the next page, Statement of Revenues, Expenditures, and Changes in Cash Balance. This shows how this statement compares to the last three years. Mr. Fierro states, you can see the effect of the increase in the rates for this this past fiscal year which was \$4.8 million and the prior fiscal year was \$4.6 million and prior to that was 4.6. Member Alex Naranjo states he is looking at the total number of Operating Expenses, and it is going up quite a bit. Vice Chairman Lujan and Member Alex Naranjo question why the Operating Expenses are going up. Mr. Fierro states part of it is the professional fees to fix the accounting records because NCSWA entered into contract with Fierro and Fierro. Mr. Fierro gives an example of the fuel that went up from two years ago, the repairs have gone up, maintenance have gone up and insurances have gone up. Member Naranjo states, with all due respect, there is an increase of close to \$260,000 on professional services and would like to know what this entails. Mr. Fierro states it entails his contract and NCSWA is still paying the other firm. Chairman Campos states the largest part is the hauling and tipping fee. Mr. Fierro reminds the Board that the contract to fix the three years of account was almost \$200,000. Mr. Fierro

states it was \$66,000 a year. Vice Chairman Lujan states the employee benefits have also went up. Member Alex Naranjo states, the big one is the Professional Services. Chairman Campos asks Manager Fuller, if NCSWA went up on fuel, but yet we have an independent firm doing our hauling, was there something going on with our fuel expense? Manager Fuller replies that he does not know and thinks the guys are putting the fuel in our own trucks. Vice Chairman Lujan states there was a big spike in fuel over the past four months. Mr. Fierro suggests that the Board implement all the vehicles need to have logs. There should be an indication of when the vehicle was filled up. Mr. Fierro states, you want to prevent people from fueling up their own personal vehicle. Member John Ricci states, we were looking at a software that logs our fuel and thought we were going to have something to present for August. Mr. Broyles states Routeware never presented him with a presentation or anything, but will touch base with them. Member Ricci states we need to look at a cost analysis to compare what it's going to save us, until then, there are manual procedures we need to put in place. Manager Fuller states that's one of the procedures we are working on.

Chairman Campos inquiries about the increases for the employees because he was not at that meeting where that was discussed. Mr. Fierro answers the 1% increases were allowed. Manager Fuller states we did not take it any further than that. Mr. Fierro states he advised the Board to wait until these numbers came in because of the \$1.00 and 4% talk. Mr. Fierro states, now that the numbers are in, his concern is Management (Peter & Audrey) is going to have to go in and re-evaluate that budget because there is a problem with the budget. Mr. Fierro goes on to say, if you look at the financial statement, \$5.2 million as revenues was budgeted. Based on the historical three years, you're not going to reach \$5.2, it's just not going to happen. Mr. Fierro states, you need to cut revenues pretty close to \$350,000 and if you cut revenues, you're going to have to cut expenditures by that amount of money. Mr. Fierro suggests to bring back a budget revision. As far as the salaries, Mr. Fierro is not sure how NCSWA is going to afford a 4% and somehow cut \$300,000 out of the budget. Mathematically it's not going to work. Vice Chairman Lujan explains to Chairman Campos that the Board went back to the approval of the budget and the 1% was included in the budget. The employees were already being paid, so they had to go back and retro that last pay check. Vice Chairman Lujan states, if it's something we can't afford, then we can't afford. Ms. Gonzales states this year is going to be the tightest one because we need to get to where we need to be, but going forward hopefully in Fiscal Year 2020 we will be ready and won't need Professional Service Contracts. Mr. Fierro reminds Ms. Gonzales that NCSWA had to pay for three years of audits. Mr. Fierro's recommendation to Management is to come back and do a BAR, adjust the budget, do your first budget adjustment, and then maybe after six months, in December we can look and see where you're at. Mr. Fierro states you can always adjust your budget again and monthly if you wanted to, it's not locked in stone. Mr. Fierro cautioned the organization, both Governing Board and Management that based on the budget of \$5.2 million for revenues and based on the three-year actual numbers, it's closer to about \$4.9 million. You're looking at \$300,000 and basically you have to cut off someplace in expenditures. Vice Chairman Lujan states one way of doing that, to help this year's budget is to try to settle a lot of those liens and try to bring in some sort of money to help us through the end of this year (2018) and that way it will make up some of the adjustments. Vice Chairman Lujan states we need to watch our expenditures from now until the end of the year and also make a conservative effort to work on the liens and see how we can settle them. Vice Chairman Lujan continues to state, at the end of the day, we probably will not get the full amount, and we might as well find a way to close them out and get them off our liability and use those dollars to try to help finish off the year. Mr. Fierro states another area to really look at it employee benefits and states NCSWA is doing all that in the open market and needs to look at going through the State. Chairman Campos states he still does not know how we

ended up in the open market on our health insurance. Mr. Fierro states we have to chalk that up to another one of those questions. Member Naranjo states, it's a very simple problem that we have, there's 1,000 liens and there's a lot of money out there, and he knows Ms. JoAnn Marquez is collecting monthly, however she can collect twenty times as much if we just resolved the problem. Member Alex Naranjo believes people with liens can become active members if we forgive those liens so NCSWA can start generating money. Member Naranjo states he spoke with a customer who owes \$9,000 and is willing to pay \$900.00 and become an active member. Ms. Gonzales states her and the Billing Specialist Michelle Valencia were talking about that and she would like to come up with three different criteria we can go by to become resolutions. It's something Ms. Gonzales is working on and would like to bring it up at the next Board Meeting. Vice Chairman Lujan states he is ok with that idea, but he wants to make sure that we need to be fair knowing it's a certain percentage of our total customers because the majority of our customers are good paying customers and we don't want to upset them either. The customers need to know that there are options out there. Ms. Gonzales states it has to be a one-time thing and encourages a resolution. Member Ricci agrees and states NCSWA should simplify the resolution because not everybody is going to fall in all the categories, but it is on document. Member John Ricci questions why customer Silver Roman's issue even got here to the Board Meeting. Member Alex Naranjo agrees and states its very time consuming and Ms. Romans had no business being here because that issue could have been resolved. Member Alex Naranjo believes these are problems that we have that should not have. Member Naranjo states there is a gentleman from Chimayo that lives in Las Cruces and his wife is dying from cancer and he is very sick. He has a security light at his residence in Chimayo. Member Naranjo advised him to send out a certified letter and notarize it saying that he does not live in Chimayo, but the light is there for security. This gentleman came to the front office and he was still turned down. Member Naranjo states he would take a man on his word, especially if it's a notarized letter and we have to believe our people. Vice Chairman Lujan states it shouldn't fall on the company to do that. Some of the responsibility should fall on the customers to report it and let us know by bringing in some kind of paperwork in regards to doing that. In Vice Chairman Lujan's eyes, it's all hearsay whether it's true or not, but it's all third-party information. Vice Chairman Lujan would like to keep things legit and address the situations. Manager Fuller believes there are two things that haven't happened yet. Number one is we haven't made the rules, which we are working on, and number two, Manager Fuller is huge on communicating and is trying to get better at communication. Manager Fuller states he is working with Ms. Gonzales and Ms. Saucedo to go public and try to solve the problems. Manager Fuller states we are working on it. Ms. Gonzales states it's good to have a resolution. Vice Chairman Lujan states it's important that the ladies up front know how to handle these situations because the ladies up front are sending the customers to the Board Meetings. Vice Chairman Lujan goes on to say that some of Mr. Archuleta's requests should have been handled in the office and it should not be a Board issue.

Motion made by Member Alex Naranjo to accept the Financial Compiled Statement Reports as presents.

Motion seconded by Vice Chairman Lujan.

Motion approved and carried 5-0.

Chairman Campos states, he's glad to say for the first time in a long time, he is confident in the financials and states Mr. Fierro can take that as a compliment. Mr. Fierro appreciates the compliment and appreciates the opportunity. Mr. Fierro states, the auditors have been here and are working on the audit. Mr. Fierro states that he has talked to the State Auditor's Office and states they are so happy that this organization is finally going to be caught up and

get off the “at risk list” and have their audit that’s due on December 15th on time. Member Alex Naranjo states, in ending and in reference to Mr. Fierro doing a good job, at least now after being in this Board for about a year, he can see something that’s concrete, something that’s done in front of the Board that is satisfactory and appreciates Mr. Fierro’s honesty. Mr. Fierro states he appreciates David Trujillo because when he was on the Board he saw that it was time to get this financial house in order. Mr. Fierro leaves the Board Meeting at 10:59 a.m.

Member Alex Naranjo leaves at 11:00 a.m.

VII. Human Resources – Upcoming Training & Development for Fall 2018

HR Administrator begins by presenting the SIX Promising HR Trends for FALL 2018. Ms. Saucedo states that customer service is one of the things that we need to get going at NCSWA. Ms. Saucedo states we did touch on it last year when she came on board because she saw the need of customer service and it’s very important to her. Ms. Saucedo believes that customer service is something provided the minute you open your eyes in the morning, and believes you are providing customer service to yourself, your kids, your spouse, etc. Ms. Saucedo believes this is extremely important and wants to work on this with our staff from the top to the bottom. Ms. Saucedo states our employees are required to have DDC (Defensive Driving Course) and it’s important because our insurance companies see that and give us little break on it. If our employees are utilizing the vehicles at any point, they need to have this training.

Member John Ricci steps out at 11:01 a.m. and returns at 11:02 a.m.

Chairman Campos shares interest in cross/attending the trainings that Ms. Saucedo is offering. Ms. Saucedo agreed and welcomes the City and County to attend these courses. Ms. Saucedo states she will send all the information regarding the courses and dates to the Board Members. Ms. Saucedo is looking at the LANL foundation to get a space there. Ms. Saucedo reads Discrimination and Sexual Harassment Awareness Training. Preventing discrimination and harassment is an essential tool in our workplace where we are looking to build a culture of dignity, respect and tolerance. Ms. Saucedo reads Supervisors and Managers trainings and they will have a separate harassment awareness training. This leadership journey is focuses on accountability, coaching mentoring, communication, conflict resolution, empowerment, motivation, professionalism, relationship building and teamwork. Ms. Saucedo talks about CPR/First Aid Training: CPR and First Aid are an essential lifesaving technique which is the only known method of keeping someone alive until medically necessary treatment can be administered to the victim. Ms. Saucedo talks about the ALICE (Alert, Lockdown, Inform, Counter and Evacuate) Training: Training on active shooter, bullying, workplace violence and more. Knowledge and skills, competence builds success, competence to confidence. Growing skills, and growing success. Ms. Saucedo states that she is a certified trainer in ALICE training. What this means is, Ms. Saucedo can go to any entity and train their staff, as well as our staff. This Alice training is very important. 70% of businesses are the number one targets. Ms. Saucedo states media portrays it because children sell and schools sell. Vice Chairman Lujan asks if the 70% is because of the money in the business. Ms Saucedo states it is because of angry customers and angry employees. Ms. Saucedo used Manager Fuller’s truck as an example. Mr. Fuller’s work truck was recently vandalized. Ms. Saucedo states it was either a customer or an employee. Ms. Saucedo states it is important to her and the staff and their families. Ms. Saucedo states you can not go wrong with these trainings. There are different trainings in active shooting. Ms. Saucedo states she is

performing all the trainings. Member John Ricci asks Ms. Saucedo if this is the priority in the way the trainings are being done. Ms. Saucedo states, the only training that is being outsourced is DDC, and that is through Brown & Brown's services. Member John Ricci states his number one key training is Customer Service and Customer Service will change a lot of attitudes on our organization. Member Ricci states, if we show customer service here at NCSWA, it will get recognized. Ms. Saucedo states, it's important that we evaluate, assess, and process customer service. Ms. Saucedo states she is open to any type of any other trainings that the Board would like to see happen at NCSWA.

Secretary Chavarria states it would be good if NCSWA could initiate some written safety and security procedures especially for the first people in and the last people out the building. Secretary Chavarria states comments from the employees are; the number of transits in the area are really exploding and it would be good to have some type of emphasis on the safety security of the building and believes there should be a procedure for people to follow such as contact numbers, etc. Member John Ricci asks, regarding safety programs, do we have safety programs in place. Ms. Saucedo explains the process. Ms. Saucedo states Jerome has a weekly, Tuesday safety meeting with all the field staff, which herself and Manager Fuller attend. There is a safety topic each meeting which is really great information. Ms. Saucedo met with Brown & Brown, the insurance company, and NCSWA went from 11 to 4 workman comp claims from the previous years. Ms. Saucedo believes it is because the weekly safety meetings. Educating our staff from A-Z is very important. Ms. Saucedo states she and Mr. Broyles will be working on fire drills because we do not have fire alarms. Ms. Saucedo asks the Board if they have any questions. Vice Chairman Lujan asks, as far as the first CPR/First Aid CPR if NCSWA has any defibrillators in the building, in the vehicles or somewhere outside the building. Vice Chairman Lujan states it is not easy work and states they are quite expensive, but believes it is something that we need to consider. It's a difference of life or death in having our emergency people respond and get here fast enough. Ms. Saucedo will have Ms. Jackie Martinez send a list of the trainings in a timely matter.

VIII. Manager's Report

Manager Fuller begins by talking about how our Collections Specialist, JoAnn Marquez is doing a great job collecting monies and has collected \$4,574 since our last Board Meeting. Ms. Marquez is working with customers and making progress collecting money.

Delegation of Authority for AP & Payroll approvals- This is one more step towards improved financial oversight and control. This is challenging the smaller organizations. Manager Fuller states he, Ms. Gonzales and Office Manager Therisa Aguilar are involved in this.

Manager Fuller thanks Member John Ricci for his referral. Mr. Fuller states he met with LANL Contractor and Grant writer Mr. Amalio Madueño to see if there is Grant money available for trucks and equipment. Mr. Madueño is going to see what he can do about writing NCSWA a Grant for Capital equipment, such as trucks. Mr. Fuller states he had a very informative talk with Mr. Madueño. Manager Fuller states, Mr. Madueño will write a Grant and see where it goes. Member John Ricci states, it's nice because he is paid by LANL and the clock is running out for the fiscal year, so as soon as he writes a wish list, he will get it approved by LANL and he has a timeframe to work on it.

Operations- Manager Fuller states that Mr. Jerome Broyles is doing a great job with the weekly safety meetings. Manager Fuller believes that working in the sun and staying hydrated is critical. Regarding Yearout and waste energy, Manager Fuller has yet to hear back from them about plastics. Chairman Campos states there is a special on Channel 4 about the plastics. Manager Fuller asks Mr. Jerome Broyles the status on the vehicle that was just ordered. Mr. Broyles states it should be available sometime today or tomorrow. Manager Fuller states we will have one more

transport rig that will save us money on maintenance costs and we will be able to haul, to and from the landfill. Manager Fuller states, we spent some Capital money and it's going to pay off. Convenient Centers- Manager Fuller has yet to find the place and will go back. NCSWA is looking at reopening Canjilon, and possible other sites for effective self-haul across Rio Arriba County.

Customers & Communities- Manager Fuller states he participated in the community cleanup of the Carr Lane/Bosque area on Saturday, August 4, 2018. The total garbage weight collected was over 13.5 tons. Manager Fuller thanked everyone who participated in this important event. The many folks involved made this a huge success. Member John Ricci gives Kuddos to the Ohkay Owingeh Lt. Governor who was out there with everyone. Mr. Ricci states it was really positive and it was a great turnout and had good relationships with San Juan. Mr. Ricci states we are reaching out to our neighbors and that was a good example. The community came out, and there were a lot of people that were excited. Member John Ricci gives kudos to Manager Peter Fuller for coming out and allowing for the dumping. Member John Ricci goes on to say it was an awesome turnout and we can take that momentum and keep moving forward with it. Member John Ricci states the next one is at the Santa Clara River, off Corlett. Chairman Campos states, as a Board Member, seeing as how things were done in the past, Chairman Campos would like to see how many could be done for free. Member John Ricci states, in Española they get nine roll offs a year. Chairman Campos states he does not get any freebie's. Outside the City and outside the Pueblo's, Chairman Campos states he had to pay. Manager Fuller states it should be standardized. Chairman Campos states, if we can do them all for free, great, but he's not sure the budget can absorb that. Manager Fuller states he is looking at what we can and cannot do. Chairman Campos states the BLM blames NCSWA as an entity. Chairman Campos states the National Forrest will stop you if they believe you have an illegal load of wood or deer, but say they do not police the trash. Chairman Campos believes we need to have talks with those entities. Mr. Broyles states we helped BLM last year by donating them a roll off for tires only. Lastly, Manager Fuller thanks all customers who have come into meet him and work out solutions for their accounts. Manger Fuller states he is very grateful for the customers who have come to speak with him and he wants to move forward.

IX. Director's Business

Vice Chairman Lujan states he received a letter to the Pueblo in regards to the roadways of Northern New Mexico. The letter also mentioned Santa Clara. Vice Chairman Lujan states he can't stress enough if they're not forcing the trash issue on highway 68. The letter solidifies in regards to the issue on highway 68 stating "Ohkay Owingeh is filled with so much trash that it blows into yards and Ohkay Owingeh headed to Taos is particularly filthy". Vice Chairman Lujan goes on to say the trash on the highways is becoming a mess all the way until you get to the transfer station. Chairman Campos states at times he drives the shortcut to Ohkay Owingeh, and by the back road towards the baseball fields is completely littered. Chairman Campos questions if our citizens are littering and is unsure if the truck drivers are compacting the trash. Mr. Broyles believes it may be a combination of all of it and states one recommendation that has been made is to enforce the tarping rule and charging the vehicle that does not have a tarp. Vice Chairman Lujan believes a lot of it has to do with DOT (Department of Transportation). Vice Chairman Lujan states when the prisoners are cleaning the roadway, it creates a bigger mess. Vice Chairman Lujan questions if we can work in conjunction with DOT when they are coming up to mow highway 68 and states it a big concern to Ohkay Owingeh. Vice Chairman Lujan states he will work with DOT on how they can collaborate. Vice Chairman Lujan states some of the responsibility falls on either us or our customers that are hauling to the collection center. Vice Chairman Lujan states it was never like that and now that the trucks are going to Alcalde, there

are bags on the highway and people will not stop and pick them up and the next person hits the bag. Member John Ricci asks what does it take to implement the tarp rule. Chairman Campos states he does not know, and states all of the entities are involved. Everyone blames NCSWA for trash on the side of the road and this morning Chairman Campos saw two bags on the side of the road and our NCSWA guys drove right past it. Manager Fullers asks how much can we do? Chairman Campos stresses on compacting trash and states it takes time and slows them down, but it's something we need to do. Vice Chairman Lujan states it is common sense and it is easier to pull over and throw the trash in the trash truck then making NCSWA look bad. Vice Chairman Lujan questions if once in a while we should have employees walk certain roads and pick up trash. Vice Chairman Lujan states rightfully we should be keeping the community clean, however, at the end of the day, NCSWA is going to get the blame no matter what and having that in the back of our minds, we need to have our employees think that as well because it is also their job(s). Vice Chairman Lujan goes on to say, as far as the customer service training and changing that whole dynamic, we are all in this together and we need to find ways of attacking these issues to collaborate together. Unfortunately, we get letters like this, and hopefully it won't go to the media, but Vice Chairman states, that's ok because people need to be aware of what they are doing. Maybe we need to take pictures of the vehicles that people throwing trash out of and take those pictures to the media so they can be embarrassed for what they're doing themselves. Member John Ricci states we need to do what's preventative and that's all we can do and take care of our neighborhood in sense of the Authority. Member John Ricci's recommends if it has to be on next Board because it's a rate increase and it's a resolution, he proposes what the penalties are and put that on our next agenda so we can implement that. Member John Ricci states, we need to start putting it on the books and start implementing it and regarding our own inhouse training. Member John Ricci goes on to say when you are out on your truck and you see a bag on the road, pull over, pick it up in a safe environment. We have to take care of our own house and in time it will be recognized. Member Ricci states that is his recommendation. Manager Fuller states, everyone knows if we don't have an enforcement that's practical, we can't make people pay, we can't make people not throw trash; however, he wants to do what we can do. Manager Fuller states he has done several hot shots.

X. Old/New Business- Executive Session

A. Per Article 15, §10-15-1 of the New Mexico State Statutes Open Meetings Act

Limited Personnel Matter – Manager Peter Fuller's 4 Month Review

Motion made by Vice Chairman to enter Executive Session at 11:37 a.m.

Motion seconded by Member John Ricci.

Motion approved and carried 4-0.

Roll Call Vote

Tomas Campos – In favor

Ben Lujan – In favor

Dino Chavarria – In favor

John Ricci – In favor

Motion to return from Executive Session at 12:09 P.M.

Roll Call Vote

*Tomas Campos – In favor
Ben Lujan – In favor
Dino Chavarria – In favor
John Ricci – In favor*

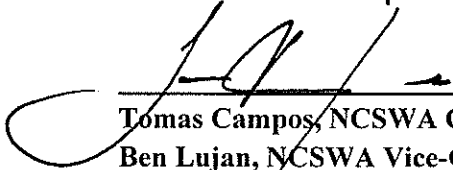
No action taken during Executive Session.

XI. Next Meeting – Wednesday, September 19, 2018 at 9:00 A.M.

XII. Adjournment

*Motion made by Vice Chairman Ben Lujan to Adjourn at 12:09 P.M.
Member John Ricci seconds the motion
Motion approved and carried 4-0*

APPROVED AND ADOPTED THIS 19 DAY OF September, 2018



Tomas Campos, NCSWA Chairman
Ben Lujan, NCSWA Vice-Chairman

ATTEST:



Dino Chavarria, NCSWA Secretary