



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

Thursday, January 24, 2019 at 10:00 A.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>Present</i>
City of Española	John Ricci, <i>Present</i>

Staff Members:

Manager	Peter Fuller
CFO	Audrey Gonzales
HR Director	Janet Saucedo
Billing Specialist	Michelle Valencia
Officer Manager	Therisa Aguilar
Executive Assistant	Jackie Martinez

Others:

Village of Chama	Billy Elbrock, Mayor
Rio Grande Sun	Amanda Martinez
Citizen	Mary Medina
Citizen	Walter Medina
Citizen	Larry Rodriguez

II. Call to Order

Chairman Campos officially called the meeting to order at 10:03 A.M.

III. Approval of Agenda- Thursday, January 24, 2019

Manager Fuller has a change under Old/New Business IX, A. Resolution 2019-003 Reallocation of Funds for Cost Study. Manager Fuller is not ready for that Resolution and is requesting that the Resolution be Tabled.

Motion made by Member John Ricci to approve the agenda January 24, 2019.

Motion seconded by Secretary Chavarria

Motion approved and carried 4-0

IV. Approval of Minutes – Regular Meeting, Tuesday, December 18, 2018.

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

Motion seconded by Secretary Chavarria.

Motion approved and carried 4-0.

- V. Audience Participation/Public Comment** – Mr. and Mrs. Walter Medina present to the Board today. The Medina's are residents of Los Lucero's, North of Alcalde. Both Mr. and Mrs. Medina came into the NCSWA office on January 11, 2019 in hopes of getting self-haul and were told they could not do so at that time. The Medina's read through the by-laws and brought up Resolution 2018-004, that was passed in November 2018. Mr. Medina states he does not see anything in the by-laws that would not allow him to convert to self-haul, therefore, he is here today to request approval from the Board to request self-haul. Mr. Medina states that his wife is retired and they put their polycart out on county road 41 and their trash bin has been damaged through all the years of pick-up and the lid is broken. The Medina's find trash in their trash bin that is not theirs. One of Mr. Medina's biggest concerns is that people are dumping trash into their bin, which may be hazardous. The Medina's live approximately 2,000 feet from the County Road.

Vice Chairman Ben Lujan enters at 10:06 a.m.

Manager Fuller thanks Mr. Medina for his concise emails. Mr. Fuller states that he has also read Resolution, 2018-004 and Mr. Medina's language is correct. Manager Fuller asks Office Manager Therisa Aguilar if she can speak of any other Resolutions that NCSWA has that would prevent the request for the Medina's to go self-haul. Ms. Aguilar states if NCSWA services the area with their polycart, they cannot switch to self-haul because it is only in areas where we don't service the polycart. Chairman Campos states that the by-laws were passed in his absence, and has never read them and does not know what they say. Chairman Campos recalls that the by-laws were incomplete and they never established a reduced rate for Mr. Medina. Mrs. Medina adds when she opened one of the trash bags, she knew it was not hers because she found needles and a dead animal in the bag. Chairman Campos asks the Medinas if they live down a private drive. Mr. Medina states that his two sisters, who are self-haul live down the private drive as well. Mr. Medina states he and his wife only create two bags of 13-gallon trash bags. They recycle quite a bit. Member Ricci expresses that it goes down what is written in the ordinance. If it cannot say that there's no reason not to and there's already a reduced rate, his question is, what is the issue to self-haul? If there is nothing prohibiting him, and it's in there, Mr. Ricci believes this should have been handled at the office. Chairman Campos tells Manager Fuller that he is going to allow Manager Fuller to let him interpret this and get this done. Chairman Campos believes that these old by-laws and old rules that were passed once upon a time and are not very customer friendly. Chairman Campos would like to take the time to work with Manager Fuller on them, at the County end. Mr. Medina reminds the Board Members that the by-laws were last revised in 2013 and are very simple. Chairman Campos agrees that we need a lot more work on them. Manager Fuller states he is hearing a very reasonable request from important citizens who want to do the right thing for the right reasons. Ms. Aguilar states we have a lot of customers that want to switch to self-haul because it is cheaper and they are allowed more punch cards, and questions if NCSWA is going to allow other customers to switch to self-haul now that the Medina's are allowed to switch. Member Ricci believes that we have to be careful and evaluate each route. Mrs. Medina asks the Board about the people that do not pay their trash bill and the ones that do pay. Mrs. Medina goes on to say that she feels she is paying for the people who are not paying. Member Ricci's recommendation is, if we don't have nothing preventing them and it shows a rate reduction, we are just going to have to monitor our routes and take it route by route. Chairman

Campos believes right now we don't have the funding or the mechanisms to build transfer stations throughout the County where we should. We have spoiled some people, those who expect door-to-door. Chairman Campos is unsure how to wean the people from that. Chairman Campos explains that we are suffering from written procedures that are not well thought out. Mr. Medina suggests that the Board of Directors review the By-laws, Resolutions, and Policies and do some work that's in the best interest for the Environment. Vice Chairman Lujan thanks Mr. Medina for his comments and believes if it is already in the policy then we have no choice but honor that, however, after today we need to make a decision on that. As a Board Member, Vice Chairman Lujan believes he should honor what is brought in front of the Board Members. If the Board Members decide to amend the self-haul, Vice Chairman Lujan would like to see Mr. Medina Grandfathered in. Mrs. Medina states that their bin is somewhat damaged and the lid is broken. Manager Fuller will have a definite answer by email for the Medina's on the self-haul by Friday, January 25, 2019. Mrs. Medina asks the Board how NCSWA is dealing with customers who are not paying their bills. Chairman Campos explains that most likely those customers that are not paying their bills are getting liens on their properties. Everybody should pay. As a new Board Member, Commissioner James Martinez thanks the Medinas for bringing their concerns to the Board. Mr. Martinez states that the Medina's request will be satisfied. Larry Rodriguez presents to the Board today. Mr. Rodriguez has property on County Road 158 in El Guique and comes to ask for help today. About ten (10) years ago Mr. Rodriguez ended up in the hospital. At that time, his son moved in to help him and they were unable to get a polycart from NCSWA. After a couple of months, Mr. Rodriguez stopped paying NCSWA. Mr. Rodriguez has been in Albuquerque since then. Mr. Rodriguez's son takes trash to the Alcalde transfer station and pays fifteen dollars (\$15.00) to twenty dollars (\$20.00). Mr. Rodriguez does not understand why it costs fifteen dollars (\$15.00) when his son goes on a half-ton truck, and twenty dollars (\$20.00) when he goes on a one-ton truck. Mr. Rodriguez believes the trash his son hauls should be the same. After dealing with depression, Mr. Rodriguez wants to handle his NCSWA trash bill now, however, he cannot afford to pay one-hundred dollars (\$100.00) a month. Mr. Rodriguez is once again asking for help or direction. Ms. Aguilar explains that this request has to be approved by CFO Audrey Gonzales. Ms. Gonzales informs Mr. Rodriguez that she can have Ms. JoAnn Marquez meet with him and work on a payment plan. Billy Elbrock introduces himself. Mr. Elbrock is the Mayor from Chama. Mr. Elbrock explains he works out of town a lot and the Village of Chama will probably have one of their councilmembers at the various NCSWA meetings. Mr. Elbrock thanks the Board for putting Chama on the NCSWA Board of Directors. Chairman Campos explains that the intentions are for the Board Members to put Chama on the Board, however, they are working on it. Mr. Elbrock looks forward to being on the Board. Manager Fuller expresses to Mr. Elbrock that Chairman Campos wouldn't have invited him here today if those weren't his intentions.

VI. Financial- Audrey Gonzales, CFO

A. December Financial Statements

Ms. Gonzales reports on the December Financial Statements. Ms. Gonzales states NCSWA went from year-to-date balance down to a negative 328,000.00. What helped us with that amount is the yearly's. NCSWA has until the end of January to have customers apply for yearly's. Ms. Gonzales states we are down on the yearly's. Ms. Valencia explains we still have six-hundred (600) of our thirteen hundred (1300) customers that have not paid for the yearly's. Chairman Campos states going back, NCSWA used to allow January and February because the customers would get their income tax return to pay their yearly. Somewhere it changed. Since Ms. Valencia has been at NCSWA, it has always been January 31st which also affects our billing process. Ms. Gonzales asks the Board if there would need to be a Resolution to prolong the yearly's to February. Chairman Campos states we do not have it on

the agenda so we cannot vote on that today, however, Mr. Chairman would like to look at it and think about it. Commissioner Martinez states it's obviously too late for this year, so we would have to think of it for 2020 to have that time to make any adjustments and informing the members about it. Member Ricci asks when the billing is sent out in January and there are thirty (30) days to pay, is there any way we can write it in where we have an additional thirty (30) day grace period. Ms. Valencia explains with the Caselle software, she has to go in and switch each individual customer manually. Ms. Valencia explains this could all be resolved with the new accounting system; however, we will have to see at that time. NCSWA currently has Incode on Board and they will be working with Ms. Gonzales on the General Ledger and Payroll and will be going live in March. Ms. Gonzales states Ms. JoAnn Marquez is doing our collections and is doing good at collecting the past due amounts. Manager Fuller reports that Ms. Marquez has collected another \$20,595.74. Member Ricci would like a head count of how many accounts we are cleaning up.

B. December 2018 Check Register

Chairman Campos has a question on check number 16039, Audio Plus, in the amount of \$926.04. Manager Fuller's understanding is this is a two-way radio. Vice Chairman Lujan questions if the fuel has gone down since the prices have also gone down. Ms. Gonzales states it has gone down, but not as much as she would like. Chairman Campos explains that NCSWA does not pay taxes on fuel. Chairman Campos asks how NCSWA is managing the credit card. Manager Fuller explains that NCSWA has one (1) credit card and Ms. Emma LaRue manages it. With the credit card, NCSWA requests purchase orders, which goes through Manager Fuller. NCSWA has a check and balance and control. Chairman Campos asks the Board if they want to be part of the check and balance and see a credit card report every month. Ms. Gonzales is going to add the credit card report statement for the Board Members. Member Ricci questions the control on the fuel cards and the procedure to ensure purchases are strictly for fuel.

Vice Chairman Lujan steps out at 10:38 a.m. he returns at 10:45 a.m.

Manager Fuller explains we do not have a formal procedure yet, however, we are working on that. Manager Fuller is working with his Operations staff to ensure that the drivers know that the card stays with the vehicle. The supervisors are responsible for overseeing that anytime Manager Fuller asks them, however it is a work in progress. Manager Fuller continues to say, the word is out that the employees know they are being watched, however, we do not have it formalized yet. Member Ricci would like a time frame. Member Ricci would like a procedure and a tracking system in place by March 2019. Manager Fuller does not see any problem with that. Chairman Campos suggests adding this to the agenda so we can have updates. Member Ricci prefers the items on the agenda so it gives the Board Members open discussion, compared to a Manager's report. Chairman Campos has a gentleman with fleet maintenance. Chairman Campos believes he has a spreadsheet where he downloads the wright express and looks at the miles per gallon. Chairman Campos believes this gentleman can show us how this works in the system. Chairman Campos is going to have him stop by the NCSWA office. Manager Fuller states that no red flags have come across him with employees abusing the fuel cards. Manager Fuller will follow-up. Ms. Gonzales states for year-to-date we are in the red.

VII. Manager's Report

Manager Fuller starts out with his NCSWA focus question: What is the safest, most practical and cost-effective way to serve the on-going solid waste collection and disposal needs of all of our customers? Manager Fuller thanks the public who came to the Board Meeting and shared their

concerns with the Board. Manager Fuller wants to work towards solutions. Financial- Member John Ricci put a timeline on the Investment Policy. A copy of the draft of the Investment Policy is attached. Manager Fuller took what the County uses and made modifications that were in the best interest of NCSWA. Manager Fuller highlighted any questions he had for the Board. As far as investing, protocols, Manager Fuller did not see anything in the Investment Policy that NCSWA should not be doing. The Investment Policy is very thorough and comprehensive. Chairman Campos suggests Manager Fuller look at the banks NCSWA is allowed to invest at. Manager Fuller reminds Chairman Campos that this is the first draft. Member Ricci asks whatever is being presented to the Board, handouts, etc., he would like for them to be online, available on the active agenda. Chairman Campos believes that our collateralizations are pretty high. Chairman Campos states that NCSWA's investments are going to be solid, FDIC insured. Chairman Campos asks Manager Fuller if it is a conflict for Mr. Fierro to do our investments. Manager Fuller does not know. Mr. Ricci acknowledged that the investment policy was here in January. Mr. Ricci would like the Investment Policy cleaned up by the accountant and approved by February. Manger Fuller will ensure that the Investment Policy will be on the February Agenda on a clickable link.

Manager Fuller is working with NM Bank & Trust to get most of our monies over from Century Bank. The next meeting will be delayed until next week.

Operations; The most recent safety topic was sharps. We had one employee that was recently poked. He is getting his blood tested and doing all proper procedures done. Ms. Janet Saucedo had an update for us on getting all our employees the necessary shots. Ms. Saucedo gives an update on the vaccines. Ms. Saucedo explains she is working with Walgreens and they are going to do an on-site clinic in mid-February. Walgreen's will give vaccines to all NCSWA employees at the North Central Solid Waste Authority Office. Ms. Saucedo is currently working on the policies & procedures, and vaccines will be included as a requirement. As long as the employee has their insurance cards and bring their insurance cards, NCSWA will pay for their vaccines. Ms. Saucedo states there is a contract that goes along with it and NCSWA will iron out whatever legalities with an attorney. Chairman Campos asks Ms. Saucedo to send him an email about the vaccines because RAC wants in for his road guys as well. Ms. Saucedo tried to do this with Department of Health, unfortunately there are no vaccines onsite. Ms. Saucedo has a form that states the employee is waving their rights to get vaccinated. Ms. Saucedo gives an update on the employee that got poked by a needle. The employee picked up a polycart, and got poked. NCSWA left a note for the resident and we took the employee to the Emergency Room. The resident contacted NCSWA to advise us that she allowed her neighbor to put trash into her bin. The neighbor contacted us and apologized and stated she was a diabetic. Ms. Saucedo explains we are looking into sharp proof gloves. Chairman Campos points out, if you're a diabetic, you should be receiving a sharps container for the needles. Mountain Centers have been very helpful in providing our employees sharp containers. Councilman Martinez believes, if possible, include a reminder to our customers to please use disposable sharp containers. Ms. Saucedo is having a meeting with Santa Fe Mountain Centers to work on that. Ms. Saucedo's idea is to send something out with the billing that says something like "shape smart program". If they don't have one already. Councilman Ricci would like to see going out in the March billing, and state as a reminder to help us keep our staff safe. Mountain Center has been very responsible in help keeping our staff safe. Our staff now carries sharp containers. We also want to possibly put an Ad in the paper and advertise on our website. "Do your part, be sharp smart", would be the slogan. This is a huge issue. Ms. Aguilar asks that once Ms. Saucedo get that rolling, she let Mr. Ricci know so he can let the billing department know at the City. Mr. Ricci agrees to use the same language so it's the same message and put it on the City's website as well. Secretary Chavarria adds they may have more resources at the Solid Waste Bureau. Secretary Chavarria suggests Manager Fuller talk to Auralie Ashley-Marks, Bureau Chief. They will definitely know

the regulations for the disposal. The Solid Waste Bureau may also give information on Detergent bottles being used for needles as well.

NCSWA now has a small baler. The baler was sitting at the Ohkay Owingeh collection center. The latest repair estimate is approximately two-hundred dollars (\$200) for electrical wiring and a new battery. Román Martinez is working on getting it running. Manager Fuller states we are talking on how to keep it secure because it has a lot of copper wire in it.

Signage Update; Manager Fuller talked to Bryan Montoya at the Transfer Station and we need signs that are simple that everyone can understand. What do we take and what do we not take? Suggestions Manager Fuller and Mr. Montoya came up with are, if it's going to be a sign, make it a simple one. The current signs are confusing. Items we do NOT accept will be in red lettering. Items we DO accept will be in green lettering. We would like to put new signs on the NCSWA website and on flyers so we can hand them out to our customers. Mr. Montoya is getting vendor and cost data together for us. Manager Fuller would like this rolled out by the end of February and will update the Board at the February meeting. Vice Chairman Lujan asks if we are putting the signs right when they are weighing in. Manager Fuller believes it should be closer to the scale house. Mr. Ricci recommends, unless it is cost prohibited, having a sign in the front, and one near the scale house. Chairman Campos questions if the sign in Tierra Amarilla is accurate. According to the signs, it is very standoffish. Vice Chairman Lujan believes people are burying their shingles underneath the green waste. It's going to go to an arroyo or somewhere else if they are sent away. Chairman Campos believes that the biggest problem is unlicensed contractors. If they're not paying the IRS and employment tax, they're not going to pay their trash. They're not paying their gross receipts. They're trying to take a trailer load of rubble to the Transfer Station. Vice Chairman Lujan expresses, generally out of the Pueblo, with the City and the County, there is building permits, however, nobody is probably signing them either. If they're building one room, we won't catch them, however if they're doing a house, we will catch them because Jemez will not hook them up, and neither will kit carson. Mr. Ricci states, if we are inhibiting them from dumping, it is going somewhere else. Mr. Ricci believes we need to accept whoever brings and have the fees available so they feel comfortable. Mr. Ricci believes we should provide a roll-off and be as flexible as possible. We do not care if you have a contractor's license or not. Mr. Ricci continues to say, we should have roll-off's at transfer stations in the remote areas so they know they can bring or they can call us and we can bring on to their site. We don't care if they're a contractor or not. We don't have to question why they need a roll-off. It is their right to have a roll-off. That's the mind set we should have. Mr. Ricci adds, as long as it is legal material. Mr. Ricci also states we need to be as flexible as possible and as long as it is covering our cost. Secretary Chavarria states they are not doing that work for free, therefore they should not expect us to take their trash for free. It's just the cost of doing business. Secretary Chavarria believes we just need to stand firm on it. Vice Chairman Lujan states we will get the percentage that will cooperate that will read it, and the other percentage that will not read it, and some that will read it and still not cooperate. It's just reality of the area.

Chairman Campos steps out at 11:15 a.m. returns at 11:16 a.m.

Customer's & Communities-Ms. Jackie Martinez is continuing to work on the website for better and more consistent communications. Manager Fuller thanks Secretary Chavarria for letting Manager Fuller know there are outdated items on the website. NCSWA is aware of that, and we trying to let public know and are working on that. MSW Recycling & Other Diversion Strategies- Manager Fuller thanks Councilman Ricci and the City Council for their warm reception to his brief recycling/diversion presentation at the January 8th meeting. The latest, exciting positive recycling news is that the Town Recycling in Albuquerque will come get out cardboard, plastics, and aluminum, and will pay us for them. If we bale them and load them in a truck, they will provide a semi-trailer for us to stage that is their equipment. They are willing to

come and get our recyclables. Once the baler is up and running, we can bale and load a trailer. Town Recycling will also provide a trailer for us to stage and fill. Manager Fuller is working with Román to test-run the baler. Alcalde might not be practical, so we may stage it at OO if we can get three (3) different covered wagons. Chairman Campos questions why Manager Fuller is staging it at OO. OO is already taking green waste. Manager Fuller states that cardboard is a huge problem. Chairman Campos states that the Tierra Amarilla transfer station is full of Cardboard. Chairman Campos does not see why people cannot take cardboard to transfer stations. Councilman Ricci states its more of an operation and we need to look more detailed at these transfer stations. Manager Fuller and Brian Montoya will be meeting with Sara Pierpont from NM Recycling Coalition on Friday, January 25th. Vice Chairman Lujan stresses that he does not mind if Manager Fuller wants to do the OO, he just does not want the trash all over the roads. Manager Fuller agrees and states that Alcalde might be better to centralize everything. Councilman Martinez states that a lot of his constituents expressed the interest in recycling and want something that is convenient. Everybody wants it easy. Councilman Martinez states we need to communicate the fact that we are accepting recyclables. A lot of people do not know where to take them or what's allowable. Mr. Martinez suggests in an invoice or in a separate campaign to educate the customers. With convenience and communicating that we are accepting recyclables that will increase that service, and the constituents will appreciate that. Vice Chairman Lujan states, you won't know it unless you personally try it yourself. Councilman Ricci summarizes recycling for Commissioner James Martinez. Mr. Ricci states, right now, we are taking baby steps with the cardboard recycling. When it comes to plastics and glass, there is no good market. We are looking at not recycling, but at a better way of disposing those items so we are not filling our landfills. There are alternatives, and that is what Manager Fuller is working on. Right now, bottom line, we do not have a recycling program. Chairman Campos asks Manager Fuller if he received a call from yearout. Manager Fuller states he has had several conversations with yearout. Vice Chairman Lujan adds to Mr. Ricci's comments. The same concept goes with trash. Something the County has to consider is, do we really want to go that far with a vehicle to do door-to-door to some of the County residence for trash, because that is where a lot of the cost is. Vice Chairman Lujan states, in some of those areas we really need to look at self-haul and believes it is the best way to do it. NCSWA is paying a lot of money for a few customers.

VIII. Director's Business

Since Jerome Broyles left NCSWA, Councilman Ricci brings back to the table, entry level software that helps tracking, and one of the key things is fuel. There is a software company that we spoke to in July that gave us a presentation. It is very expensive. A start off number is almost \$300,000. Member Ricci believes we need to start the discussion. In this case, it is not a time frame, it is a discussion time. Mr. Ricci does not want to put this on old equipment. Mr. Ricci states we have to look at the software. It is going to help us with so many issues in our budgeting and help analyzing our cost. Councilman Ricci adds, there are tools out there and we need to take advantage of them.

Vice Chairman Lujan welcomes Commissioner James Martinez to the Board and hopefully the Mayor, Billy Elbrock of Chama to the Board. Vice Chairman Lujan adds, there are a lot of changes, over all, we all want what is best for NCSWA. Secretary Dino Chavarria also welcomes Commissioner James Martinez and Mayor Billy Elrock of Chama. Secretary Chavarria expresses to Manager Fuller if Ms. Sara Pierpont can give him clarification on recycling with the glass because he heard they are just landfilling that right now. Manager Fuller states there is a firm in Albuquerque that has amazing technology that will take all the glass we give them, it is just a matter of transport costs. Chairman Campos adds, there is also a company that polishes the glass, and sells it back to you for landscaping. Member Ricci states, we are transporting to Albuquerque anyway to haul glass, therefore, he does not see how that can be an impact on our

transportation cost. Secretary Chavarria believes it's the storage. Secretary Chavarria explains, if you go to BuRRT, there is glass everywhere and you have to separate the glass by color. Secretary Chavarria would like to add the glass to the agenda for the February Board Meeting and follow-up with a possible household hazardous waste and maybe combine with an e-waste event for possibly April. In regards to some of the equipment, there is the Volkswagen settlement that came out because they were cheating on the emissions. Each State got a certain pot of money and you can do replacements of existing diesel vehicles for hybrids and such. There are hybrid alternatives to some of the larger vehicles. Secretary Chavarria suggests finding out who is managing the settlement for the State from the Air Quality Bureau. Chairman Campos suggests Manager Fuller get with the Blue Bus. The Blue Bus is studying compressed natural gas and compressed liquid propane. Secretary Chavarria believes the settlement goes until 2021. Secretary Chavarria asks Manager Fuller is NCSWA has company cell phones. Secretary Chavarria states Verizon Wireless did a presentation to Santa Clara Pueblo Tribal Office. They were talking about the extra services they can do, and one of them was tracking of the vehicles and such. Secretary Chavarria expresses that was another option if Manager Fuller wanted to take a look at Verizon. Member Ricci asks when we will be reviewing budgets. Ms. Gonzales states we will be reviewing the budget in April. Member Ricci would like for the Verizon Tracking Information to be an item to look at on the budget. Member Ricci questions the loop hole for getting Chama in officially as a Board Member and waiting on Commissioner James Martinez conformation as a NCSWA Board Representative. Member Ricci would also like the lawyer to draft up the JPA by May and get it finalized. Chairman Campos would like Manager Fuller's staff to assemble a binder with policies & procedures and by-laws for the Board Members. This should include the City, County and Village of Chama Ordinance by the March Board Meeting. Commissioner Martinez questions if the Board would like to look at the revision of the by-laws. Member Ricci recommends getting the Board copies so they know what they have. In the April Meeting the Board of Directors can look at each section and add them on the agenda for any updates. Ms. Saucedo states she is currently working diligently with policies and procedures and this is her ultimate goal. The policies and procedures were supposed to be done by January, however, Ms. Saucedo had some unfortunate circumstances that put her back. Ms. Saucedo should have the policies and procedures by the February Board Meeting. Vice Chairman Lujan believes the policies and procedures need to be on a working session rather than a Board Meeting. Member Ricci believes we will update our binder throughout the year. Chairman Campos would like to find an employment attorney that is experienced with Government that is really good and can take it apart. Member Ricci takes the dates off the table for the policies and procedures. The Board does not want to see the policies and procedures until it is vetted by an attorney. Vice Chairman Lujan states on the JPA there is probably going to be some language changed, so he suggests getting it early because there is still a process that we all have to go through. The JPA has to go through legal and it's going to take some time. Secretary Chavarria states the JPA was signed, however the signatures were not all in the same place and on one page. Secretary Chavarria argues that the City and the County signed the JPA at the same time. The JPA will need to be amended and signed by all entities. Chairman Campos believes we need to revisit the punch cards if we are going from two (2) to four (4). Manager Fuller questions how we are going to pay for the punch cards. Member Ricci questions what the punch cards are costing us. Chairman Campos expresses to Manager Fuller that this was before his time. Chairman Campos expresses we went from twenty-four (24) punch cards to two (2) and no one showed the Board Members the cost savings. At one time the County had twenty-four (24) and NCSWA had twelve (12). It's not the staff. Chairman Campos believes it's going to cost something. Member Ricci argues we are not utilizing 100% of our punch cards. By increasing it to four (4), maybe we get to where we were "budgeted at". Member Ricci recommends on the next agenda, increase the punch cards to four (4). Vice Chairman Lujan states it's ok to do that, however, he would like to see some kind of subsidy that would cover the punch cards. Member

Ricci argues that we do not have a figure. Ms. Gonzales states, when we had the subsidy, we were able to do that. Chairman Campos states, and on behalf of Rio Arriba County, if the numbers show once we separate everything out, that it cost more than twenty-two dollars (\$22.00) a person, and the Commission doesn't want to go there, then we will talk about subsidizing it. However, right now the way that things are combined, NCSWA cannot show that. Chairman Campos explains to Ms. Gonzales that the City does not know that they don't owe NCSWA yet. Chama believes they are paying too much. Chairman Campos states we are getting there, however, we need those numbers. Ms. Aguilar explains that the punch cards look the same, however the City cards say "City of Española" on them. The cards for the County say "Rio Arriba County" on them. Self-Haul says "self-haul". Ms. Aguilar is unsure how they are given out at the City. NCSWA only gives to customers who pay for the year. If they pay monthly, they get one (1) punch. One issue we are having at NCSWA is if a customer has two homes and their names are on both of the accounts, only one of them gets the two-punch card, not the other one because they don't live there. This is for the primary residence only, according to the by-laws. Chairman Campos states, it's a brand-new day and we are going to have brand new rules. Vice Chairman Lujan believes it is important to have a log of what was done and how we are doing it because we can move forward, however there was a lot of time and effort done in the years past. Vice Chairman Lujan does not want to discard any of the past Board Members. Vice Chairman Lujan also believes we need to find a fair way to do it. It is an issue with the County, however we need to be able to log it in a little different in order to separate them. We also need to know how many we are giving out at the same time. Chairman Campos asks if we are getting punched at OO since we are hauling green waste. Manager Fuller's understanding is that we are getting punched at OO. Vice Chairman Lujan states even next month he is unable to make a decision or a vote as far as two (2) or four (4) punches. Member Ricci states, this year's punch cards are already printed out and made out for the year. Member Ricci asks what is needed for next year as far as printing the punch cards. Ms. Aguilar states whatever the Board decides on the Resolution. Member Ricci discusses addressing the punch cards in October. Vice Chairman Lujan believes in all fairness if people are paying and they own one or two homes, each customer should get a card. Chairman Campos believes some of the rules were not Board passed and do not make sense. Ms. Gonzales states if the Board talked about them it should show a Resolution. The punch cards will be addressed in October 2019. Mr. Medina asks if there is a reason self-haul only gets two (2) punches. Member Ricci states it's the incentive to get the customer to pay the bill.

Commissioner James Martinez leaves the Board Meeting at 12:05 p.m.

IX. Old/New Business

A. Resolution 2019-009 Reallocation of Funds for Cost Study

Member John Ricci makes a motion to Table Resolution 2019-003, Reallocation of Funds for Cost Study. Motion seconded by Vice Chairman Ben Lujan.

X. Executive Session

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

A. Update on 2016 Audit Findings

B. RFP for Legal Services – Selection Recommendation

Member Vice Chairman Lujan made a motion to enter into Executive Session at 12:08 P.M.

Member John Ricci seconded the motion

Roll Call Vote

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

Motion to return from Executive Session at 12:40 P.M.

Roll Call Vote

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


No action taken during Executive Session.

XI. Next Meeting – Wednesday, February 20, 2019 at 9:00 A.M.

XII. Adjournment

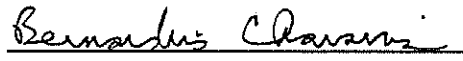
*Motion made by Vice Chairman Ben Lujan to Adjourn at 12:40 P.M.
Member John Ricci seconds the motion
Motion approved and carried 4-0*

APPROVED AND ADOPTED THIS 20th DAY OF February, 2019



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

ATTEST:



Dino Chavarria, NCSWA Secretary