

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

Wednesday, March 21, 2018 at 9:00 A.M.

2016 N. Riverside Drive

Española, New Mexico 87532

I. Roll Call

Board Members:

Santa Clara Pueblo	Bernardino Chavarria/Chairman, <i>Present</i>
City of Espanola	Elias Isaacson/Interim Vice Chairman, <i>Present</i>
Ohkay Owingeh	Ben Lujan/Secretary, <i>Present</i>
Rio Arriba County	Alex Naranjo, <i>Present</i>
Rio Arriba County	David Trujillo, <i>Present</i>

Staff Members:

Interim Manager/CFO	Audrey Gonzales
HR Administrator	Janet Saucedo
Executive Assistant	Gavina Velarde

Others:

Rio Arriba County Manager	Tomas Campos
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II. Call to Order

Chairman Chavarria officially called the meeting to order at 9:07 a.m.

III. Approval of Agenda – Wednesday, March 21, 2018

Motion made by Commissioner Naranjo to approve the Agenda for March 21, 2018.

Motion seconded by Secretary Lujan

Motion approved and carried 4-0

IV. Approval of Minutes – Regular Meeting, Wednesday, February 21, 2018

Motion made by Secretary Lujan to approve the Minutes for February 21, 2018.

Motion seconded by Commissioner Naranjo

Motion approved and carried 4-0

V. Audience Participation/Public Comment

No audience participation/public comment

VI. Financial

A. Budget to Actual Reports – Audrey Gonzales, CFO

Interim Manager Gonzales reports that there is no Budget to Actual report this month. Mr. Fierro is diligently working on the Authority’s financials and did not want to presumptuously present a report without actual numbers. Mr. Fierro continues to reconcile the bank account and credit card statements and hopes to have a Budget report ready in April. Ms. Gonzales proceeds to advise the Board of the Century Bank, New Mexico Bank and Trust and Express Bill account balances, as per the Board’s request at the last meeting. Ms. Gonzales also explains the Express Bill Pay transfer history. Commissioner Naranjo inquires as to how many certificates the Authority currently holds, and at which banks. Member Trujillo suggests that the Authority stagger the certificates it holds, if this is not already being done.

County Manager Tomas Campos enters at 9:16 a.m.

VII. Interim Manager’s Report

A. Universal Waste Systems

Mr. Byers, who is not present today, has provided the Board with a copy of the proposed agreement. Commissioner Naranjo has concerns with committing to a 7-year extension. County Manager Campos states that he does not believe that contracts can go beyond a period of 3 (three) years. Chairman Chavarria reminds the Board that the extension option is renewable annually, for a period of up to 7 (seven) years. Commissioner Naranjo goes on to inquire why the Authority has an agreement with UWS, as opposed to Sandoval County directly. Secretary Lujan states that Former Manager Romero provided a comparison of numbers in the past; the UWS price was most cost efficient for the Authority. Member Trujillo suggests that Mr. Byers be invited to the next Board meeting, so that he can directly answer any questions the Board may have. Secretary Lujan requests that Interim Manager Gonzales contact Sandoval County to request rates; County Manager Campos also recommends that Ms. Gonzales obtain rate information from the surrounding landfills, i.e. Taos County, Wagon Mound, etc.

Motion made by Commissioner Naranjo to table the Universal Waste Systems agreement

Motion seconded by Member Trujillo

Motion approved and carried 4-0

B. Vaughn Project Development

Executive Assistant Velarde advises the Board that as per their request, she researched past meeting minutes and found no prior discussion regarding the contract with Vaughn Project Development. The contract with Ms. Vaughn was also never fully executed by Former Manager Romero. Commissioner Naranjo states that if the contract was not properly executed, it should not be honored, or valid. Member Trujillo recommends the Board review Phase I, and see if the work provided by Ms. Vaughn is beneficial thus far. Secretary Lujan recalls that Commissioner Danny Garcia requested the analysis to differentiate County and City routes; disposal cost and potential rate increases were a factor in the request. Commissioner Naranjo questions why Phase I was approved and paid for if the contract was not valid. Chairman Chavarria states that he authorized payment to Ms. Vaughn, since services had already been rendered. He requests that a copy of Ms. Vaughn’s packet, from the last Board meeting, be redistributed to the Board for further review. Manager Campos

reminds the Board that he will be replacing Member Trujillo on the Board; He suggests the Board limit the incoming Manger to a \$20k or \$30k limit on future contracts; anything beyond that would require Board approval. Manager Campos also suggests the Board create specific rule and regulation language to utilize on all future contracts. Chairman Chavarria advises that more information is needed from Ms. Vaughn prior to committing to Phase II; Ms. Gonzales will reach out to Ms. Vaughn to see if she can attend the next Board meeting.

VIII. Director's Business

A. Board Elections

Motion made by Commissioner Naranjo to table Board Elections until a City of Espanola Member is appointed
Motion seconded by Secretary Lujan
Motion Approved and carried 4-0

Member Trujillo advises that City Manager Mark Trujillo is no longer with the city; Elias Isaacson has been appointed as Interim City Manager.

B. Manager's Contract

Executive Assistant Velarde advises that a DRAFT copy of the contract is before the Board. The green highlighted areas are changes recommended by Authority attorney, Robert Stranahan; the yellow highlighted areas are the changes recommended by members of the Board. Chairman Chavarria inquires if the Board would like to go a full year on Mr. Fuller's contract. Member Trujillo suggest that the language reflect that the contract will be extend for a term of 1 (one) year, upon a favorable review of Mr. Fuller's performance. He goes on to state that there should also be verbiage to specify the timeline in which Mr. Fuller would be eligible for severance pay. Secretary Lujan recommends the Manager's performance be reviewed after 120 days instead of the proposed 30/60 days. Chairman Chavarria advises to Board that the Manager's vehicle should be used for Authority business only and will not be a "take-home" vehicle. It has been determined that the Manager's vehicle and associated costs would have to be taxed per GSA rules, if it were used outside of official Authority business. Chairman Chavarria also suggests that electronic device language be outlined specifically, i.e. laptop, cellphone, etc.

Interim City Manager Elias Isaacson enters at 9:46 a.m.

Janet Saucedo, HR Administrator advises that Mr. Fuller has verbally accepted the position. Ms. Saucedo reminds that Board that Amanda Martinez, Rio Grande Sun reporter, reached out to Mr. Fuller, as well as the other candidates, prior to Ms. Saucedo being able to advise them, respectively, of the Boards selection of the new Manager. Commissioner Naranjo recommends that Chairman Chavarria and Interim Manager Gonzales be able to negotiate with Mr. Fuller at the Board's request. Secretary Lujan recommends that the negotiable salary stay within the range specified; \$80k – \$90k; Commissioner Naranjo disagrees and states the salary should cap at \$85k.

Motion made by Commissioner Naranjo to have Chairman Chavarria and Interim Manager Gonzales negotiate terms of the contract, as necessary, with Mr. Fuller, on behalf of the Board

Motion amended by Secretary Lujan to have Chairman Chavarria and Interim Manager Gonzales negotiate the terms of the Manager's contract, to include the negotiation of Mr. Fuller's salary, on behalf of the Board.
Motion seconded by Commissioner Naranjo
Motion approved and carried 5-0

Chairman Chavarria will advise the Board of any changes in the terms of the contract. Ms. Saucedo will also draft an amended offer letter to reflect the correct language of the approved contract. Commissioner Naranjo requests that the contract and draft letter be finalized over the next few days and emailed to the Board; Ms. Saucedo agrees.

IX. Old/New Business

A. Ortiz Brothers – IT Proposal

Interim Manager Gonzales advises the Board the agreement with our current IT provider, TIG, is set to expire on April 30, 2018. The Authority staff has not been satisfied with the services provided under the current agreement with TIG and does not believe it is in the best interest of the Authority to renew the agreement. Ms. Gonzales has provided quotes for 3 IT providers today; TIG, Steady Networks, and the Ortiz Brothers. She recommends that the Board approve the proposal with the Ortiz Brothers moving forward. The Ortiz Brothers have provided the lowest quote, and they are locally based; both which benefit the Authority. County Manager Campos references the existing TIG agreement and inquires if Ms. Gonzales has carefully reviewed the termination clause. She confirms that the agreement with TIG will expire on April 30, 2018; therefore, termination of the agreement is not necessary.

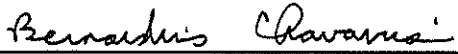
Motion made by Secretary Lujan to accept the Ortiz Brothers as the new IT provider for the Authority
Motion seconded by Member Trujillo
Motion approved and carried
5-0

X. Next Meeting – Wednesday, April 18 2018 at 9:00 a.m.

XI. Adjournment

Motion made by Commissioner Naranjo to Adjourn at 10:16 a.m.
Motion seconded by Secretary Lujan
Motion approved and carried 5-0

APPROVED AND ADOPTED THIS 27 DAY OF April, 2018


Bernadino Chavarria, NCSWA Chairman
John Ricci, NCSWA Vice-Chairman

~~ATTEST:~~


Ben Lujan, NCSWA Secretary