



**NORTH CENTRAL SOLID WASTE AUTHORITY  
BOARD OF DIRECTOR'S  
REGULAR MEETING  
Wednesday, May 15, 2019 at 3:00 P.M.  
2016 N. Riverside Drive  
Española, New Mexico 87532**

**I. Roll Call**

**Board Members:**

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

**Staff Members:**

Manager	Peter Fuller
HR Director	Janet Saucedo
Officer Manager	Therisa Aguilar
Executive Assistant	Jackie Martinez

**Others:**

Rio Grande Sun	Amanda Martinez
Contract Attorney	Renee Barela-Gutierrez
Citizen	Leah Fuller
Citizen	Donald C. Orie
Citizen	Kenneth Gill
Citizen	Lori Martin

**II. Call to Order**

Chairman Campos officially called the meeting to order at 3:13 P.M.

**III. Approval of Agenda- Wednesday, May 15, 2019**

*Motion made by Vice Chairman Ben Lujan to approve the agenda.*

*Motion seconded by Member James Martinez.*

*Motion approved and carried 4-0.*

**IV. Approval of Minutes – Regular Meeting, Wednesday, April 17, 2019.**

*Motion made by Vice Chairman Ben Lujan to approve the Minutes for Wednesday, April 17, 2019. Motion seconded by Member John Ricci.*

*Motion approved and carried 4-0.*

## V. Audience Participation/Public Comment

Mr. Donald Orié presents to the Board today. Mr. Orié thanks Mr. Fuller for responding to the eleven items from the April 17, 2019 Board of Directors Meeting. Mr. Orié has not had a chance to look at Mr. Fuller's responses in good depth. Mr. Orié expresses to Chairman Campos that he sent a letter to Chairman Campos's office on April 19, 2018, and never got any kind of response whatsoever. Chairman Campos states he sent the copy of the letter of formal grievance to former Manager Gino Romero, and Mr. Romero was supposed to set up a meeting. Mr. Orié states he left the letter of grievance with Erik Gutierrez on April 19, 2018. Chairman Campos insists he does not have an Erik Gutierrez that works for him and he has no knowledge of the grievance Mr. Orié is talking about. Mr. Orié insists he, Ike DeVargas, and Kenneth Gill only issued the one (1) formal grievance. Mr. Kenneth Gill presents to the Board today. Mr. Gill is from Las Tablas. Mr. Gill states he is intimidated to go to the dump because of past experiences. Mr. Gill wants to promote legal dumping and wants clean neighborhoods. Mr. Gill states there are too many policies in place. Mr. Gill is happy that NCSWA is making the step towards recycling cardboard. Member Ricci asks Mr. Gill if he has a name of a specific person, he has dealt with at NCSWA, and if so, he would like him to them that information to Mr. Fuller. The Board of Directors needs facts. Mr. Gill gives an example of a complaint when he went with his sister to the Transfer Station at Industrial Park road six (6) years ago. Member Ricci would like the current specifics so Mr. Fuller can address those correctly with our staff.

Lori Martin presents to the Board today. Ms. Martin questions when item #3, RAC Ordinance 97-04, Section 9(A)(1) Mandatory Collection Services went into effect. Chairman Campos states the Ordinance went into effect in 1997. Chairman Campos explains that people from 1997 got their bills, but they never and still have not paid their Solid Waste bill. The previous Manager of NCSWA used to find somebody's account and back bill them for four (4) years back instead of billing them from that point. As a Board, they never agreed to that, however, the previous Manager still did it. Chairman Campos is unsure what the legal standing is on that. The reason some of the liens are filed is because of the Ordinance that went into effect in 1997. Vice Chairman Lujan states most of the charges are penalties and interest. People leave their account and never come in and the bill just adds up. Ms. Martin asks how NCSWA is resolving the issue. The staff at NCSWA has been trying to reach out to everybody and trying to settle the liens. The Board has asked that the staff log in all the grievances or whatever comes into the office so the Board of Directors can review it and address it. Mr. Orbie brings up item #4, remove all liens. Mr. Orié states NCSWA is the only utility he knows that will put a lien if the bill is not paid. Member John Ricci explains the purpose for the liens is to get the customer to come into the door to address the delinquency. NCSWA has to provide the service because it is an environmental issue. Mr. Orié states he does not produce any trash. He states every three months or so when he goes into Santa Fe, he has three (3) bags or recyclables, and landfills very little. Chairman Campos confirms the self-haul was not resolved. Chairman Campos states Mr. Gill from Las Tablas has no place to haul. There are no Transfer Stations there. Chairman Campos agrees we need to change to self-haul. Member Ricci explains, an issue we have especially in the County with self-haul, is when going down a road and there's twenty (20) customers down the road and half want to self-haul and the others don't, then the cost factor for running the truck down the road increases.

## VI. Financial

### A. March Financial Statements & Check Register

Manager Fuller states we are in the process of transitioning to new computer systems, and that's the reason we are working on March right now. The second week of June NCSWA should have April and May closed out, and we should be up and running with Incode.

NCSWA is 360,519.99 in the black. This is from some year-pay and also from JoAnn Marquez's collection efforts. Manager Fuller reports that NCSWA is under spent by one million dollars. The Financial Statement is for March, which is 75% of the Fiscal Year. Manager Fuller has looked at the numbers forward, and it looks like NCSWA is still ahead of the game by the end of this Fiscal Year. Chairman Campos asks how the equipment is. Manager Fuller states our equipment always needs replacing, however, the Transport Rig we purchased has been functioning well and has saved us a lot of money on break-downs and has served us well. The side-loader that was also purchased is now running well, despite the \$6,000 transmission that was replaced. Manager Fuller states these two (2) purchases has served us very well. The thing that we have going for us at NCSWA is our mechanic, Román Martinez. Manager Fuller states Román Martinez is "Yoda with a wrench", he can fix anything. His work has helped us stay on the road. Manager Fuller states, according to Joe Lewandowski, you don't always have to buy the newest, biggest garbage truck. He has been working with Manager Fuller on a Capital plan moving forward and with Ms. Martinez to Manage the Fleet. Manager Fuller believes there has been a real awareness to Mr. Fierro and Ms. Audrey Gonzales's credit on cleaning house, and getting the audits done. Now, we are able to present the real numbers to the Board of Directors. Manager Fuller projects by the end of the Fiscal Year, NCSWA will be anywhere between \$300,000 - \$500,000 ahead. Manager Fuller's attitude is, we all need to watch the money. The insurance expense is going up between 4% and 5% in June. Member John Ricci expresses, if we were to give all the employees a raise, then we need to maintain that kind of revenue year after year, and factor in the insurance expense. Chairman Campos states PERA expense also went up. Chairman Campos wants Manager Fuller to bring the Board of Directors some proposals, and tell the Board what it would look like to absorb the employees cost so they don't get effected. The employees may appreciate it because with the insurances going up, the employees will not see anything in their pocket book. Vice Chairman Lujan would like to see all staff get a flat raise across the employees. Vice Chairman Lujan is more in favor of giving everyone the same rate and showing their appreciation that way, then the higherups taking most of it. Rio Arriba County does raises by the percentage of all the salaries so everyone gets the same amount. Member John Ricci asks if we can tier the percentage. Vice Chairman Lujan is concerned with star performers getting the same amount as average performers. Member John Ricci asks if NCSWA does annual reviews and increases. Ms. Saucedo explains to the Board of Directors since September 2017, NCSWA does six (6) month reviews two (2) times a year. The employees also do a self-assessment, prior to the actual assessment. Ms. Saucedo believes the employees look forward to the review. Ms. Saucedo wants to filter the reviews to once a year. The employees look forward to their raise.

*Chairman Campos steps out at 4:03 p.m. Steps back in at 4:05 p.m.*

Ms. Saucedo would like to propose a few samples of the 5% increase across the board, a tier, and a tier with a flat rate for the Boards review. Ms. Saucedo states the downfall would be the star employees. Since Ms. Saucedo started the evaluation, employees have really stepped it up. Ms. Saucedo states she is privileged to work with over 90% of the staff at NCSWA. People are challenging themselves. These evaluations are effective. Ms. Saucedo states she is realigning employees to something else they like doing. Ms. Saucedo gives an example of being a clerk, or doing payroll. Everybody is cross-training right now. Member John Ricci asks when the proposals for salary increases would be. Ms. Saucedo would like to have that during our budget review meeting. The proposals for increases will be presented to the Board by the June 26, 2019 Board of Director's Meeting.

## **B. Revenues: July 2018 - April 2019**

Chairman Campos states this is still not a true Revenue picture, however, they have still gone down since 2015. Manager Fuller states this Revenue is a moving average. This report is live through the end of April. NCSWA collected \$348,079.07 in April 2019, which is ten months into the year. All we need is a \$102,000 each month until the end of June to make the average. This is encouraging to Manager Fuller.

## **VII. Manager's Report**

Manager Fuller begins with the 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 our customers? Ms. JoAnn Marquez has collected \$13,000 on fifteen (15) accounts since our April 17, 2019 Board of Directors meeting. This makes a total of \$221,000 over the past twelve (12) months. Manager Fuller believes the public is not informed on this information. Chairman Campos states, we all get junk mail. Point being, everybody produces trash. Las Tablas and Vallecitos is a mess with trash. Chairman Campos states, it is unsightly. Chairman Lujan questions if at the end of the day if it is our fault. People need to take ownership. Ms. Michelle Valencia has collected \$6,291.05 on seven (7) commercial and/or foreclosure accounts since our April Board of Directors meeting. Ms. Valencia has been very responsive to our customers. NCSWA collected \$660.00 in tarps fees at the Alcalde Transfer Station during the month of April. This equates to 33 un-tarped loads at \$20.00 per load. People are understanding on the tarping their vehicles so trash does not go all over the highway. Vice Chairman Lujan asked Manager Fuller how many times the mechanics touched a vehicle for service. R&M spend per vehicle, to include number of "touches per vehicle" will be final for the June Board of Directors meeting. Proper lifting was the focus of the most recent safety topic meeting. Lifting is important. Marcos Armijo at the city has Ok'd Teacher Beatrice's class at YDI to keep the recycle container made from used tires in her class through year-end. This container was a huge hit with her class. The kids recycled milk cartons and made Easter Egg Baskets. They also recycled paper towel tubes and made flutes. Chairman Campos would like Manager Fuller to call Mr. Gill and explain to him recycling in New Mexico. The fact is, nobody wants to buy plastic bottles in New Mexico, there is no market. Manager Fuller wants to be responsive to that, and admits, we have not been responsive. Manager Fuller met with Rick at Bioppapel to work out the logistics and economics to get cardboard moving from the Alcalde Transfer Station. We have compactors sitting at OO that we have not used. The cardboard needs to be clean. Manager Fuller's goal is to get cardboard successfully moving. They will be meeting again next week to move this forward. The cardboard has to stay clean; it cannot be cross contaminated. Rick at Biopapel wants all we can give him because they make paper out of it. Manager Fuller has pushed the electronic waste event to June in order to give us time to ensure our go-live with Incode goes as smoothly as possible. Manager Fuller will be reaching out to Good planet Labs to find out the status of their contract so we can continue discussions around recycling. Good planet Labs is all about the glass recycling in Albuquerque. Member Ricci would like to know what we are doing with tires. Clovis has an old tire cutter they want to get rid of. If we can cut them, then we can landfill them. Manager Fuller is looking at a deal in Clovis. Member Ricci asks if we accept oil and antifreeze. Manager Fuller states we do, and we need to improve that. We do not currently charge for that, however, we thought about charging a fee for that. Member John Ricci would like Manager Fuller to get a tire cutter by July 2019. Member Ricci would also like Manager Fuller to have a proposal of fees by July. Chairman Campos talks about putting an oil burning furnace at the Transfer Station. The one that is on State Contract is Hotsy. This is the only oil that will burn no matter what kind of oil you put in. They are all EPA approved. Member John Ricci states, in August, we can almost be a recycle center. NCSWA takes oil at Tierra Amarilla and in Alcalde, however not in El Prado or Cordova. Member John Ricci wants NCSWA to be a service throughout the community. The same thing recycling cardboard. Member John Ricci would like all the satellite offices fully equipped, just like the Alcalde

Transfer Station, by August, 2019. Manager Fuller agrees to start with recycling cardboard and cutting tires in Tierra Amarilla and El Prado by August, 2019.

**VIII. Director's Business**

Member John Ricci is working with the City Manager to work on our franchise for us to promote recycling within the City. Member John Ricci saw the advertising of NCSWA's roll-off's, and asks if we are in the roll-off business, and if so, what are the choices of roll-offs. Manager Fuller states we have 20, 30- and 40-yard roll-offs. Manager Fuller believes we are very competitive with the market in Santa Fe; however, Mr. Fuller is still in the process of finishing things up with Mr. Lewandowski. Manager Fuller believes we can still do better than we are, and still get more revenue from it. By next June meeting, Member Ricci wants to know what our competitors' rates are. Chairman Campos believes the biggest problem with the roll-off's is when you have a contractor disposing of construction waste, our trucks can't handle that. This depends on how we define "construction waste". Generally, concrete and roofing shingles will tear our trucks apart. There is no answer on where we dispose of the concrete and roofing shingles. Member Ricci states, we have to truly define what we cannot take to the Transfer Station.

Chairman Campos informs Manager Fuller that he had a really good meeting with the BLM, and they are willing to talk about Transfer Stations with Manager Fuller and Chairman Campos about it. They are willing to talk to Chairman Campos and Manager Fuller about BLM land in the Rinconada and Dixon area to put a Transfer Station of our own. BLM is not willing to talk about a landfill, only a Transfer Station.

**IX. Old/New Business**

**A. Eleven Items Response (From 4/17/19 BOD Meeting Public Commentary)**

Manager Fuller states this is a good indication on how he can go forward and start communicating and see more transparencies. Ms. Martinez is working on updating our website so Manger Fuller can start posting things in response to comments, complaints and criticisms. He also wants a Manager's corner to inform customers on what NCSWA does. A lot of people do not know.

**X. Next Meeting – Wednesday, June 26, 2019 at 3:00 P.M.**

**XI. Executive Session**

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

*Vice Chairman Ben Lujan made a motion to enter into Executive Session at 4:48 P.M. Motion seconded by Member John Ricci.*

**Roll Call Vote**

*Tomas Campos – In favor*

*Ben Lujan – In favor*

*John Ricci – In favor*

*James Martinez – In favor*

***Motion to return from Executive Session at 5:17 P.M.***

*Roll Call Vote*

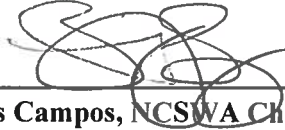
*Tomas Campos – In favor  
Ben Lujan – In favor  
John Ricci – In favor  
James Martinez – In favor*

*No action taken during Executive Session*

**XII. Adjournment**

*Motion made by Vice Chairman Ben Lujan to Adjourn at 5:17 P.M.  
Member John Ricci seconds the motion.  
Motion approved and carried 4-0*

APPROVED AND ADOPTED THIS 26 DAY OF June, 2019



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

**ATTEST:**

Bernardus Chavarria  
Dino Chavarria, NCSWA Secretary