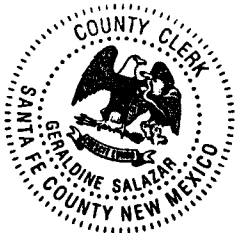


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SOLID WASTE MANAGEMENT AGENCY
JOINT POWERS BOARD SPECIAL MEETING
September 18, 2014**

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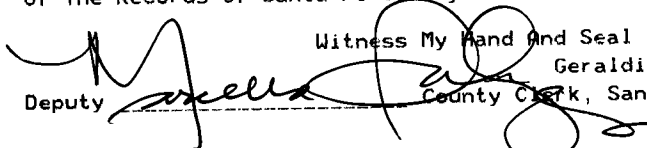
SFC CLERK RECORDED 01/21/2015



COUNTY OF SANTA FE)
STATE OF NEW MEXICO) ss

SOLID WASTE MINUTES
PAGES: 24

I Hereby Certify That This Instrument Was Filed for Record On The 21ST Day Of January, 2015 at 11:52:09 AM And Was Duly Recorded as Instrument # 1755465 Of The Records Of Santa Fe County

Deputy  Witness My Hand And Seal Of Office
Geraldine Salazar
County Clerk, Santa Fe, NM

ITEM

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REQUEST FOR APPROVAL OF PROFESSIONAL SERVICES AGREEMENT WITH CDM SMITH, INC., OF ALBUQUERQUE, NEW MEXICO FOR ENGINEERING DESIGN AND PERMITTING SERVICES FOR THE PERMIT RENEWAL AND MODIFICATION FOR THE BUCKMAN ROAD RECYCLING AND TRANSFER STATION IN THE AMOUNT OF \$221,608.00 (RFP NO. 15/03/0)

Approved w/direction to staff

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Approved

6-15

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Approved

15-17-

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Approved

15-17

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Approved

18-19

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Approved

18-19

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**SOLID WASTE MANAGEMENT AGENCY
JOINT POWERS BOARD MEETING
Legal Conference Room
Santa Fe County Courthouse
September 18, 2014**

I. CALL TO ORDER

A meeting of the City and County of Santa Fe Solid Waste Management Agency Joint Powers Board (SWMA) was called to order by Commissioner Miguel Chavez, Chair, on Thursday, September 18, 2014, at approximately 5:00 p.m., in the Legal Conference Room Santa Fe County Courthouse, 102 Grant Avenue, Santa Fe, New Mexico.

II. ROLL CALL

MEMBERS PRESENT:

Commissioner Miguel Chavez, Chair
Councilor Joseph M. Maestas, Vice-Chair
Commissioner Robert Anaya – telephonically
Commissioner Kathy Holian
Councilor Signe I. Lindell

MEMBERS EXCUSED:

Councilor Patti J. Bushee

STAFF PRESENT:

Randall Kippenbrock, Executive Director – SWMA
Angelica Salazar, SWMA
Adam Schlachter, Education & Outreach Coordinator, SWMA
Rosalie Cardenas, SWMA
Justin Miller, Legal Counsel
Melessia Helberg, Stenographer

There was a quorum of the membership in attendance.

III. APPROVAL OF THE AGENDA

Chair Chavez would like to hold off Item #VI(A) until everyone is present, and asked to postpone this item to the next meeting of SWMA on October 16, 2014.

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SEP 23 2014 10:21 AM

MOTION: Commissioner Holian moved, seconded by Councilor Lindell, to approve the Agenda as amended.

VOTE: The motion was approved on a voice vote, with Chair Chavez, Commissioner Holian, Commissioner Anaya and Councilor Lindell voting in favor of the motion, none voting against, and Councilor Maestas absent for the vote.

IV. APPROVAL OF THE MINUTES FOR REGULAR MEETING – NONE

There were no minutes for approval.

V. MATTERS FROM THE PUBLIC

There were no matters from the public.

VI. MATTERS FROM THE EXECUTIVE DIRECTOR

(A) CAJA DEL RIO LANDFILL PRESENTATION.

This item is postponed to the next meeting of the Board on October 16, 2014.

(B) SOLID WASTE ASSESSMENT⁵ AND MANAGEMENT STUDY PRESENTED BY LEIDOS/NEWGEN STRATEGIES & SOLUTIONS.

Randall Kippenbrock, Executive Director, presented information regarding this matter from his Memorandum dated September 12, 2014, to the SFSWMA Joint Powers Board, which is incorporated herewith to these minutes as Exhibit "1."

A power point presentation, *Santa Fe Solid Waste Management Agency Operational Assessment*, prepared and presented by David Gregory and David S. Yanke, Leidos/NewGen Strategies & Solutions, is incorporated herewith to these minutes as Exhibit "2."

A draft of the *Solid Waste Assessment & Management Study, Santa Fe Solid Waste Management Agency Section*, dated September 2014, is incorporated herewith to these minutes by reference. Copies can be obtained from and are on file with SWMA.

A draft of the *Solid Waste Assessment & Management Study, Santa Fe Solid Waste Management Study Systemwide Section*, dated September 2014, is incorporated herewith to these minutes by reference. Copies can be obtained from and are on file with SWMA.

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Dave Yanke, NewGen Strategies and David Gregory, Leidos, gave a brief biography on themselves, and a brief overview of the history of the study, noting the City and County portions were just completed, and presentations have been made to the City and the County.

Dave Yanke, NewGen Strategies and David Gregory, Leidos, presented information via power point from Exhibit "2." Please see Exhibit 2 for specifics of this presentation.

Councilor Maestas arrived at the meeting during the presentation

The Board commented and asked questions as follows:

- Commissioner Holian said there is a recommendation of off-site transportation of recyclables. She asked if that would increase diversion rates because then we would recycle our plastic.

Mr. Gregory said one of the issues they looked at was the existing MRF and if you would be able to add more separations if you added more materials of a different type. The challenge with the existing MRF is that it is site/space strained and it would be difficult to add additional materials. He said outside MRFs can handle more materials because they have the capability to expand, which you do not. He said it would be a matter of building that into the contract and making sure you are addressing those issues. .

- Commissioner Holian said we haven't looked into the market for recyclables, but she has heard that recycled glass can be used in creating road maintenance, paving materials and such. She asked if this is a possibility for us at all.

Mr. Yanke said there was discussion about enacting an ordinance for future road projects to use the glass, which he totally supports, and thinks you should look at that. He said currently there is some use of it by a private vendor as well as being used for stabilization for the new cells. He said it has a use and isn't just going into the landfill. He said you would have to use some material and you might have to buy that material, so he can see this as an use. He said using glass for roads is a viable option.

- Councilor Lindell said she didn't understand the recommendation of allowing incremental waste from other counties. She said when she looks at the numbers and our costs which can be as much as six times the costs, she doesn't understand why we would take in more than what we produce.

Mr. Gregory said the waste they are suggesting you allow are deliveries to the landfill for which you are receiving at \$40 ton at a cost of \$30 per tons.

- Councilor Lindell said she understood them to say we should look at transferring some of the BuRRT mixed recyclables elsewhere, because it would potentially increase our ability to recycle more and to take it somewhere else, probably Albuquerque. She asked if that is something they would recommend the City should look into.

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Mr. Gregory said you should look into it, but the facility likely would be more efficient in its recycling of the materials delivered, and as you go into the process, more material. If you combine that with the collection activities that would bring more recyclables, they see this as a way to boost the recycling rate.

Mr. Yanke said they would recommend going through a procurement process so it is open. He said you don't know until you receive bids what people are willing to charge you until you get an offer, which you can negotiate. He said they did all kinds of modeling, but you are looking at a savings of \$200,000 annual savings which are insignificant.

- Councilor Maestas asked, regarding the issue of consolidation, did you look at governance models which are successful in other places similar to Santa Fe and Santa Fe County, and if this is the basis of the recommendation.

Mr. Yanke said there is one example, specifically, 6 years ago in Virginia where there were 6-8 small cities which decided to consolidate its landfills to create a sole solid waste authority and then prioritized which landfills they would use. He will provide that example to Mr. Kippenbrock. He said one of the key things to consider when considering consolidation is who is bringing what "to the party." For example, SWMA has put significant money into upgrading the MRF. He said the City and County are 50-50 partners, but was the money that came in 50-50, or was it more from the City because of what it pays in tipping fees. You have to consider the value of assets coming into a consolidation and that has to be in essence, a true-up, but it can be done.

- Councilor Maestas asked if they were able to assess our regulatory framework, noting they mentioned some ordinance changes which would help our diversion. There are issues of illegal dumping and code enforcement to curb or reduce illegal dumping, or policing private haulers. He asked if they have a sense for assessing the regulatory framework to address these issues.

Mr. Yanke said everybody always has some illegal dumping in the County, as well as in the City where people are dumping in dumpsters on their way to work, for example. He said they toured the convenience centers, and the illegal dumping is really not bad. He said in terms of Code enforcement, they didn't look at the staffing in terms of numbers. He said one of the things discussed at this afternoon's SWAC meeting is that if you move into automated recycling there will have to be a huge education program on how to properly recycle and to not contaminate the waste. He said education is critical, and you don't want to start fining people right away, but explain how to do that properly. He said if you run into automated recycling you probably will need to add one or two people if you enact a C & D flow control ordinance, because it will have to be monitored.

Mr. Gregory said in looking at the issue related to implementation of collection in the unincorporated County, he was impressed that the County adopted an ordinance acknowledging the City annexation of certain areas and addressing solid waste in that way – the annexation was going to occur and they were acknowledging that the City was annexing those areas and solid waste would be required to be picked up by the City. He said this is an example of the

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intergovernmental cooperation on solid waste matters – one government is anticipating the activities or cooperating with the activities of another to address solid waste issues. He said it appears to him that the City and the County have a solid relationship and an ability to work together. This can be a sensitive issue because it impacts the citizens right at their front doorstep, and people want to make sure that very good service continues, and how to create a board which would have supervision and direct that activity.

- Commissioner Maestas asked if they recommended some kind of cost allocation between the City and County. He thinks the most logical way to do that, is to allocate proportional revenues to come up with a cost allocation factor. This would determine who should fairly pay for these assets.
- Councilor Maestas said the Buckman Direct Diversion basically does that with an established objective criteria for establishing fixed and variable costs. He asked if this would be a good way to manage the capital assets and make sure each government is contributing, fairly, proportionate to customer base. He said it may go against the whole idea of consolidation, perhaps for now, maybe we need to do the cost allocation.

Mr. Yanke said his initial reaction is if you are looking at consolidation, you have to look at all costs, who owns what, how that is going to come in. If you are not looking at consolidation with regard to how costs are handled here right now, "I don't know if I would really recommend you go into any further cost allocation. Because one nice thing is, right now the County is paying for all its stuff and the City is paying for all its stuff, and then the Agency has user fees. If the City is putting 80% of the waste in the landfill, they pay 80% of the landfill cost, and the same with the other services. Now, there is some subsidy for the recycling services, but overall the user fees are set up that if you use it you pay for it. So that's a pretty good system, and any time or money that is spent, you'll get somebody arguing about, well that's not really a *[inaudible]* allocation. But for the most part you're pretty good."

- Commissioner Anaya said he has no questions and is just listening to the conversation.
- Chair Chavez noted there is a timeline to complete the final report by October, and asked if that will happen.

Mr. Yanke said they are in the home stretch and Mr. Kippenbrock has read the initial draft of the report, and we've incorporated those comments on wording and such, but nothing material at all. He said he would propose to keep the report open for a week or two for any comments or questions by the end of September. He said he would then like to issue final Agency Report and Systemwide Sections. Then all they have to do during mid-October is to develop the Executive Summary. He said the report is large, 300-400 pages. He said the Executive Summary will be 15-20 pages and will be broken down by City/County/SWMA key recommendations, timing, priority and cost savings. The plan is to have that all in place and issued by October 31, 2014.

Mr. Yanke said he will be presenting at the City PUC meeting in October.

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- Chair Chavez said then everyone is getting the same information at about the same time.

Mr. Yanke said they gave this same power point to everyone.

Chair Chavez said then he will be waiting for the final report.

(C) REQUEST FOR APPROVAL OF AMENDMENT NO. 2 TO THE PROFESSIONAL SERVICES AGREEMENT WITH LEIDOS ENGINEERING LLC, OF TAMPA, FL, FOR THE SOLID WASTE ASSESSMENT AND MANAGEMENT STUDY FOR THE SANTA FE SOLID WASTE MANAGEMENT AGENCY, THE CITY OF SANTA FE AND SANTA FE COUNTY IN THE AMOUNT OF \$35,860.00 (RFP NO. 13/16/P).

- (1) APPROVAL OF BUDGET INCREASE TO 52501.510300 (PROFESSIONAL SERVICES) FROM 5500.100700 (OPERATING CASH FUND) IN THE AMOUNT OF \$35,860.00.**

Randall Kippenbrock, Executive Director, presented information regarding this matter from his Memorandum dated September 12, 2014, with attachments, to the SFSWMA Joint Powers Board, is incorporated herewith to these minutes as Exhibit "3." Please see Exhibit "3" for specifics of this presentation.

MOTION: Commissioner Holian moved, seconded by Councilor Maestas, to approve Amendment No. 2 to the Professional Services Agreement with Leidos Engineering, LLC, of Tampa, Florida, for the Solid Waste Assessment and Management Study for the Santa Fe Solid Waste Management Agency, the City of Santa Fe and Santa Fe County in the amount of \$35,860 (RFP No. 13/16/P), as presented by staff.

VOTE: The motion was approved unanimously on a voice vote.

MOTION: Commissioner Holian moved, seconded by Councilor Maestas, to approve the request for a budget incase to 52501.510300 (Professional Services) from 5500.10700 (Operating Fund Cash) in the amount of \$35,860, as presented by staff.

VOTE: The motion was approved unanimously on a voice vote.

(D) REQUEST FOR APPROVAL OF PROFESSIONAL SERVICES AGREEMENT WITH CDM SMITH, INC., OF ALBUQUERQUE, NEW MEXICO FOR ENGINEERING DESIGN AND PERMITTING SERVICES FOR THE PERMIT RENEWAL AND MODIFICATION FOR THE BUCKMAN ROAD RECYCLING AND TRANSFER STATION IN THE AMOUNT OF \$221,608.00 (RFP NO. 15/03/0)

- (1) APPROVAL OF BUDGET INCREASE TO 52522.575950 (WIP START-UP COST FOR BuRRT RENEWAL AND MODIFICATION – EXPENSE) FROM 5521.100700 (LANDFILL PERMITTING FUND CASH BALANCE) IN THE AMOUNT OF \$221,608.00.**

Randall Kippenbrock, Executive Director, presented information regarding this matter from his Memorandum dated September 12, 2014, with attachments, to the SFSWMA Joint Powers Board, is incorporated herewith to these minutes as Exhibit "4." Please see Exhibit "4" for specifics of this presentation.

The Board commented and asked questions as follows:

- Councilor Lindell asked what is the term of the permit.

Mr. Kippenbrock said it is 20 years.

- Councilor Lindell said then there is 1½ years left on the existing permit.

Mr. Kippenbrock said by regulation we are required to submit the application one year before expiration.

- Councilor Lindell said then we have 1½ years, and we are required to submit the application at one year, and Mr. Kippenbrock said this is correct.

- Councilor Lindell asked who was on the committee.

Mr. Kippenbrock said it was himself, the BuRRT Site Manager, the Landfill Manager and Robert Rodarte. Lawrence Garcia was on the committee for the evaluation of proposals but was not in attendance for the interview. He said no one from Santa Fe County was able to attend the evaluation of the proposal or the interviews.

- Councilor Lindell said she is used to seeing the scores, noting these are not in the packet.

Mr. Kippenbrock said both bidders were very close. He said, "Keep in mind that we require, based on engineering qualification phase, the first top six were very close, among the CDM and Gordon Environmental. What separated was the last two which includes innovativeness and community meetings, and that's where we felt there was separation between the two."

- Councilor Lindell noted under Task 6, all of the meetings are to be held in Albuquerque, and asked the reason the meetings wouldn't be held in Santa Fe.

Mr. Kippenbrock said, "The kickoff meeting and the workshops will be held in Santa Fe. The NMED meeting most likely will be held in Santa Fe. Generally, if there is a meeting in Albuquerque, it will be when it comes down to a staff person from the Agency meeting with CDM; as opposed to having several of those people coming to us, noting it is more cost effective to meet in Albuquerque.

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- Commissioner Lindell said, "That's not really how I saw that. I find it odd that they wouldn't have their meetings involving all of this in Santa Fe. But onto another question.
- Commissioner Lindell said, "The City's lease with the building expires in November 2016. I am just wondering if we couldn't put this off a little longer. We have 1½ years, and we are obligated at the year point, if we couldn't put this off a little bit longer and talk about and look at the recommendations. We don't have the full report yet. We haven't had a chance to look at that and discuss this report, and what the changes in it might be in the next 2-10 year with BuRRT. I know the City is considering single-stream [recycling]. I don't know how this affects the current operations with BuRRT. I don't even know if it is something that will go forward. This isn't an insignificant amount of money, and I just wonder if we couldn't hold off some on this."
- Councilor Lindell continued, "The other thing that was brought to my attention, is do we have a roof problem at BuRRT."

Mr. Kippenbrock said, "Currently, no, but there is potential. The reason for that is it is a flat roof, the building is 18-20 years old, and eventually there will need to be a replacement. Being approximately 44,000 sq. ft., which is one acre in size, potentially \$100,000, depending on who is the contractor for that.

- Chair Chavez asked Mr. Kippenbrock to respond to the concept of single stream recycling, what that would entail cost-wise, and how would we fit that into the facility that we have now. How would that work.

Mr. Kippenbrock said, "My understanding the recommendation is not to conduct any recycling at the BuRRT facility, but to accept the material there, load the material and send it to an off site facility. That should not impact the operation."

- Chair Chavez said, "The reason we would be single stream would eliminate the customer having to sort before they place it on the curb."

Mr. Yanke said, "There are a number of things. You don't have to sort, it increases diversion and you go from 2 folks on a truck to one person on a truck. There is a huge safety issue from the guys that aren't out there jumping off trucks 400-500 times a day. That's a big reason people have gone to automated recycling, just like automated garbage collection."

- Chair Chavez said we know curbside recycling doesn't work on every street, so there will be some manual pickup no matter what.

Mr. Yanke said this is correct, noting you run into this in older parts of town where the streets are more narrow, commenting Santa Fe has plenty of those. So there will be certain sections where you can do the automated side-loader, and there will be some areas where you will have to use a smaller rear-load truck with the tippers which you already use for some of your commercial recycling, but it's still automated recycling.

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- Chair Chavez said when it gets to the BuRRT we don't have the space or equipment to do single stream recycling at the present time.

Mr. Gregory said what do you mean when you say single stream.

Mr. Kippenbrock said no glass.

Mr. Gregory said basically what you're collecting now is single stream, it's just a different manner of collection. It's all the recyclables coming in one mixed commodity – all the paper, all the containers and all that other material, whatever else is in there, is collected at one time. The current system is currently processing that material. Glass is separate."

Mr. Yanke said, "The way it works, when they come there, and they come to your house, they put glass in one separate area of the truck, everything else in the other. When they come to BuRRT, you have a separate area outside the building where they drop the glass and then they come inside to drop all the recyclables..... If you went to an automated truck system, they could still take them there. If the program is successful capacity may be an issue. But in the short term, it would still work."

- Councilor Lindell said we are limited in the type of recycling containers we take.

Mr. Kippenbrock said, "You are correct. In 2004, we made a decision to go with number one and number two plastics.

- Councilor Lindell said, "I'm we get all kinds of things in our recycling that we don't recycle.

Mr. Kippenbrock said, "That we don't process, correct."

- Councilor Lindell said there might be an opportunity to process more types of recycling if we transport it somewhere else, a lot more opportunity.

- Councilor Maestas said, "I'm a little concerned about making decisions about a facility that plays into the recommendations from this assessment. Ideally, it would be great where we got to a point where we had an implementation plan with milestones with the assessments, conclusions and recommendations. And whatever portion of that implementation plan affects BuRRT, it would be better to do going forward. The only thing I would be comfortable with doing at this point is maybe assessing the facility for improvements, and moving on with a focus on the facility and the improvements it requires, and maybe hold off on the permitting side until we get closer to the deadline. Perhaps we can retain you guys and you can assist to come up with an implementation plan. But what has to be in there are those policy decisions we're talking about. We need to either do them, you know decide what to do with glass and maybe use glass in payments. Or go to automated recycling or single stream, but we need to do it and then we go forward when we see how the dust settles. And then we incorporate your recommendations, and come up with an implementation plan, particularly as it relates to some of these facilities."

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- Councilor Maestas continued, "I do understand we're getting tight on time. Maybe hire them to help us, but we need policy decisions, or go to automated recycling and then go forward and incorporate the recommendations. I understand we are getting tight on time."

- Councilor Maestas said, "September 2014, is the deadline."

Mr. Kippenbrock said it is May 2015.

- Councilor Maestas said, "But we have to initiate the permit the year before it expires."

Mr. Kippenbrock said, "Submit the application before the one year anniversary. For example, the permit expires in May 2016, you have to submit the application by May 2015. That's the regulation. I do want to point out that the core is the BuRRT renewal and modification. The master planning kicking in on all that, we're still keeping all the programs we have in place. Like the Green Waste, how we can improve that area. The glass. We heard about the assessment, keep the glass crushing program in place, but we need to relocate this glass, the new one to a different place. All these programs that we have, we need to have operation plans written. Currently we only have a few things. That's all part of the permit requirements."

Mr. Kippenbrock continued, "We are planning, once we go through working with the City and County closely, to come up with ideas and suggestions. We want to come back to the Joint Powers Board with our thoughts, etc., and get your feedback and approval on these, because we go one step further. Then we go to a community meeting and get their input as well from these proposed ideas that we have."

- Councilor Maestas asked if it is wise to assume there will be absolutely no change going into the whole permitting process, knowing we have significant recommendations regarding recycling – do a public private partnership with composting, send recycling off site."

Mr. Kippenbrock said those could affect the operation plans, the SOP operating plans for each one of those. Those would could be incorporated at a later time. We can get the boilerplate down, and then once we know exactly what we want, probably in January, we'll have some better ideas where we will be. He said we're not just going to do the permit application and then we have to make a lot of changes. This is going to be a well thought out process.

- Councilor Maestas said, "Mr Chair, I would just suggest that we don't waste any time, that we figure out how we are going to implement these recommendations in an organization fashion, even though we're three separate entities. I know some folks out there think well here's another study that's going to stay on the shelf and I want to make sure that isn't the case here given the urgency in the recycling area, making important decisions about these facilities."

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- Councilor Maestas continued, "And I would like to see like one, five, ten and twenty year different elements to that long range plan. I think we should look at a twenty year implementation plan. Just if I could ask Dave and Dave. Do you also do implementation plan development on these types of assessments, or do you say, hey you guys fight it out.
- Mr. Yanke said, "I'll start and you finish. I've been doing this for a long time, and that's one of the pieces where we pride ourselves on. We've worked with cities to implement phase-in programs, automated recycling, changing up [inaudible] rewriting. And whatever you decide here, and again, well we made recommendations, but it's your decision. But, for instance, as an example, if you went down the road of seeing if there is a P3 opportunity on hauling the recyclables, we would do similar to what we did for the City at the County's request, where David and I laid out a procurement process timeline that says, if you're doing this, this is the process for making sure the County Ordinance is consistent, developing the pre-bid evaluation, all the way down, so it lays out a timeline. And we can help with that, and yes we do implementations."

Mr. Gregory said, "And also provide follow-up and feedback, to make sure you are making progress on the plan."

- Councilor Maestas said, "I'm getting off point Mr. Chairman, but really, to have the best perspective, I feel like we need that extra step, and given our bureaucracy, maybe we do need a little more continued focus and organization under the umbrella of this contract to consider amending their contract to help us. I know you made specific recommendations to every government in the agency, you gave us the priority, but there's that, and then there is the implementation plan with milestones and a physical sequencing – kind of a physical path to what we want to implement. I'd like to see that, because then we can really make decisions in proper context with regard to BuRRT, the Landfill and other things. So that's just kind of my two cents. I just wish things were in better order. I wish we had the assessment a year ago, and I think I'd feel better making decisions about repermitting, BuRRT and assessing the condition of the facility and making design improvements."

Lawrence Garcia said, "Chairman, I don't want to speak out of turn, but if I may, page 15 of this presentation, if we look at page 15 of the presentation there are questions that we shouldn't even continue with BuRRT, using this as an option for any thing basically. So I mean this has to be part of the discussing of permitting or BuRRT itself. If we look at this, you've got the transfer station which is losing \$32 bucks, last recycling losing \$70 bucks. That doesn't include revenues. Green waste is losing \$42, I don't know if there is a revenue tied to that. The MRF is losing \$153.50. So I think this has to be a piece of the conversation, is does BuRRT even stay alive. Or do we change that model completely and start delivering waste directly to the landfill. So I think that has to be a piece of this conversation.

Mr. Garcia continued, "And I certainly understand the urgency of the permitting process, but although, if we were to start the permitting process and really, as you said, the short term, medium and long term goals don't take this piece into consideration. I think we are missing the boat, so I really think we should look at this and say, is it the right thing to repermit BuRRT, is it the right

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thing to even utilize BuRRT anymore. Is it the right thing to the third party to just do recycling. What is the short/long term usage of BuRRT. Does the agency continue to use it. Does the City take it back over. Does the City and the County use it. I think those are a lot of questions that need to be answered before we move forward on permitting process.”

- Councilor Maestas said, “I’m concerned, since we’re cutting it so close. And right now we’re saying okay, no we’re going to continue operations status quo. And then we submit the permit. and then we make some policy decisions and maybe accept some of these recommendations regarding glass, composting, that’s going to change the operation substantially of BuRRT. So I don’t know if that’s considered a material change and we have to resubmit or, I don’t know enough about the permitting process. I think that’s another of my concerns. We haven’t made decisions regarding these assessment recommendations and I think it really plays into the whole permitting process.”

Mr. Yanke said, “If I can add, I think this might help to make it clear. We’re not citing in this that you should close down BuRRT. And Lawrence [Garcia] is right, there definitely are costs that exceed what it costs to provide those service.”

- Chair Chavez said, “If we could, on that point alone, then what are our operational costs versus what it’s costing. We have a tipping fee, a service fee, so where is the different.

Mr. Yanke said what is going on at BuRRT from a cost standpoint, that your glass cost \$90, brushes at \$60, your MRF is at \$150. He said, “Quite frankly, none of that really surprises me. The landfill is over-recovering, again, cost \$30 and charge \$40. It’s very common to see excess revenues from a landfill helping to recover the cost of certain recycling programs that don’t pay for themselves. So that’s where excess revenue from the landfill is going to make up the shortfall. What we are recommending....I definitely think you should look at contracting out the MRF and direct hauling. There are significant cost savings to be made there, potentially contracting out the MRF, and the green waste. But at BuRRT you’re still going to need.... one of the things we talked about with the County, if they close a couple of convenience centers, is that people are still going to haul wastes as citizens to BuRRT and use the citizen drop-off. That is one of the things that was talked about with the City and County. So you would still keep the garbage drop-off portion of a convenience center there, you are still going to need a place for glass crushing and mulching. So, we envision BuRRT being modified, but not going away, but we do have to address those cost issues.”

- Chair Chavez said we are bouncing around a little, but it is all kind of inter-related, but I want to get back to the specific topic on the agenda and the rest in front of is. We actually request that the Agency staff request approval of a PSA with CDM Smith in Albuquerque, for engineering design and permitting services for the permit renewal and modification of the Buckman Road Recycling and Transfer State. This is the question before us. Do we want to. I think in some fashion, it’s going to have to be permitted. We have 1½ year to do it. So the window is not that big.

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- Commissioner Holian asked, "Randall, how long to you think the permitting process, actually figuring out what you're going to put in the application, how long does that take."

Mr. Kippenbrock said they were anticipating having the permit ready by March 2015, and that's on a fast track, given the holidays and such.

- Commissioner Holian said then that process takes time.

Mr. Kippenbrock said yes, and he will be coming back to the Board for that, and then finalizing the operation plans and so on.

- Commissioner Holian said, "I would also ask Dave, what is your take on this process that we're laying out here. Do you have any comment."

Mr. Gregory said, "Having had to be the guy pulling the permit together and bringing it forward, I think that the permit needs to begin development. It goes through a series of steps before it's finalized, and it's an iterative process prior, so there is some back and forth in this process. We would certainly be willing to help provide input into that process if it's worthwhile, or not, or answer phone calls to help support that, but I think you have to meet the regulatory deadlines, and you start here and count backwards."

- Chair Chavez said and we would think about what that could cost and the implications of not doing anything.

Mr. Garcia said, "If I may, I could offer a solution. I understand it's a year and 6 months that you have, you have to submit within a year. I think that the lease is due in November next year, coming up with the City and the Agency. And I think maybe that's what you need to tie-in first, is that lease agreement. Maybe to hold off maybe a month on the permitting approval, so that the lease agreement actually can be discussed first. That way the Agency ties into that lease agreement first before they go out and permit the transfer station. That would still fall within the deadline, and I think it would give both entities, or all three entities, an opportunity to collaborate and see what the short term, the medium term, and long term goals are at the transfer station."

- Chair Chavez said, "And I see parallel tracts, because we can take on the recommendations. Those need to be done, and the sooner the better. But the permit, if we want to keep engaging in this activity, it's going to have to be done in a permit. If the lease is a question, I think that's three parallel tracks that Scott's going to have to work on. And I think we should be working on them at the same time. It's kind of triple tasking, but I think we have the expertise to do that. I don't think we should fold this permit up because the lease isn't perfect, or because we're not at 100% in our recycling rates. I think all of those are going to be moving targets and we're going to have to keep tracking them."

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- Councilor Maestas said, "In light of this Mr. Chair, I'll make a motion to approve with a contingency that we do initiate discussions at the staff level regarding these in parallel with the start work of this consultant to make sure we don't have any major deal breakers regarding the removal of these that may affect the CDM work."
- Chair Chavez said, "Or any other recommendations we're considering for future expansion or what ever changes we would want to make in the programs. I think we can still do that, but we can't go without the permit."

MOTION: Councilor Maestas moved, seconded by Commissioner Holian, to approve the Professional Services Agreement with CDM Smith, Inc., of Albuquerque, NM, for engineering design and permitting services for the permit renewal and modification for the Buckman Road Recycling and Transfer Station in the amount of \$221,608 (RFP No. 15/03/P), as presented by staff, with direction to staff to begin dialogue with regard to parallel tracks on the items of concern.

DISCUSSION: Commissioner Anaya said his general question is if this action still will afford the Board the opportunity to get public and continue the process.

Chair Chavez said, "That is the general consensus."

Commissioner Anaya said, "Then okay, I'm okay with it."

Councilor Lindell said, "We have 7 months before that needs to be submitted."

Chair Chavez said, "But he's going to need to do a lot of work in the 7 months."

Commissioner Holian added, "And in a public meeting."

Councilor Lindell said, "I only see one public meeting. They clearly in their proposal say one public meeting."

Chair Chavez said, "I think there's one in Albuquerque."

Councilor Lindell said, "Those in Albuquerque.... I just don't see the purpose of us having public meetings in Albuquerque. Who's going to go to a public meeting in Albuquerque."

Chair Chavez said that was just for the contractors.

Councilor Lindell said, "For the contractors. One public meeting though where the actual public is hear."

Chair Chavez said, "It is the contractor's Project Manager and Project Engineer will attend one project meeting in Albuquerque. That's it. All the other public meetings will be done here."

Councilor Lindell said, "There's only one public meeting here."

Mr. Kippenbrock said, "We anticipate one community meeting, just like we have done for the landfill permit application after we get the master planning and bring it forward to the Joint Powers Board. We are anticipating up to two workshops. In the workshops, it does address the lease as well. We anticipate that. We need to resolve the lease before we can get to the final portion of the permitting. There's not only describing doing the permit application, but you also have the engineering drawings, serving notices, etc.

Chair Chavez said the assumption is the contractor's project manager, permitting lead engineer and representatives from BlueWater Environmental will attend up to two workshops in Santa Fe.

VOTE: The motion was approved on a voice vote with Chair Chavez, Commissioner Holian, Commissioner Anaya and Councilor Maestas voting in favor of the motion, and Councilor Lindell voting against the motion.

MOTION: Commissioner Holian moved, seconded by Commissioner Anaya, to approve the budget increase to 52522.575950 (WIP start-up cost for BuRRT renewal and modification - Expense) from 5521.100700 (Landfill Permitting Fund cash balance) in the amount of \$221,608, as presented by staff.

VOTE: The motion was approved on a voice vote with Chair Chavez, Commissioner Holian, Commissioner Anaya and Councilor Maestas voting in favor of the motion, and Councilor Lindell voting against the motion.

- (E) **REQUEST FOR APPROVAL TO AWARD BID 15/04/B TO D&H PETROLEUM AND ENVIRONMENTAL SERVICES COMPANY OF ALBUQUERQUE, NM, FOR THE PURCHASE AND INSTALLATION OF A DIESEL FUEL ABOVEGROUND STORAGE TANK AT THE CAJA DEL RIO LANDFILL IN THE AMOUNT OF \$47,760.75.**
 - (1) **APPROVAL OF BUDGET INCREASE TO 52501.570500 (CAPITAL OUTLAY – EQUIPMENT AND MACHINERY) FROM 5502.100700 (EQUIPMENT REPLACEMENT RESERVE FUND CASH BALANCE) IN THE AMOUNT OF \$47,760.75.**

Randall Kippenbrock, Executive Director, presented information regarding this matter from his Memorandum dated September 11, 2014, with attachments, to the SFSWMA Joint Powers Board, is incorporated herewith to these minutes as Exhibit "5." Please see Exhibit "5" for specifics of this presentation.

MOTION: Commissioner Lindell moved, seconded by Commissioner Holian, to approve the award of Bid 15/04/b to D&H Petroleum and Environmental Services Company of Albuquerque, NM, for the purchase and installation of a diesel fuel aboveground storage tank at the Caja del Rio Landfill in the amount of \$47,760.75, as presented by staff.

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DISCUSSION: Councilor Maestas asked if this was in the existing budget, and if so, why do all these have BARs. He asked, "If it is just to move from it from a certain fund to another fund. I would think when we approved the budget that we anticipated these services."

Mr. Kippenbrock said, "It's a standard procedure to move money from one reserve to the operating."

Chair Chavez said, "So in this case, Randall, it's going from the Capital Outlay Equipment Reserve fund."

Mr. Kippenbrock said, "The money is being removed from Equipment Replacement reserve over to the Capital Outlay Equipment and Machinery which is part of our operating budget. This is standard procedure."

Chair Chavez said it is a budget adjustment and the BAR is from one line item to another, and Mr. Kippenbrock said this is correct.

Councilor Maestas asked the status of the existing Equipment Replacement Reserve Fund after this transfer, and if it is "still above..."

Mr. Kippenbrock said, "We have, before today, we have approximately \$1.1 million in the reserves."

Councilor Maestas said, "I think I made this point several months ago, we kind of need a policy to have an idea what working level we should have in these reserve funds. \$1.1 million maybe that's not. I don't know. I'll just throw out Buckman. We have kind of a worst case scenario for asset replacement and that kind of determines our emergency reserves. We have kind of a worst case for equipment. We have an emergency in the Equipment Reserve Fund, but we have a methodology that calculates/estimates the minimum reserve fund. That's why I think we need such a policy, that way, yes, we're making informed decisions. And then when we plan this equipment... because I thought we moved money from reserves into the budget when we approved the budget for planned capital replacement, so that's why I was questioning why we're doing a transfer from a reserve into the operating budget. We did that when we adopted the budget, and that's the reason the whole issue of reserves came up."

Councilor Maestas continued, "This is needed. It's a leaking tank, but I don't think it should be standard if we know we have to replace this equipment. We should make the transfer from the reserve to the plan budget if we know we need to replace it."

Chair asked Mr. Kippenbrock if he wants to respond.

Mr. Kippenbrock said, "Historically, our normal practice is, we have 4 primary reserves and then we have the operating budget. And sometimes during the budget process we indicated that, for example, like cell development, say it is \$1 million for the project. We know that money can come from the cell development project. Until we bring the item forward for action, the money stays in reserve, and it is then BARed over to Operating which is a work in progress, or in the operating fund, etc."

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Councilor Maestas said, "Then for Capital Outlay, it's zero when we adopt the budget and we don't capitalize that budget line item until we make the transfer when we're ready to make the purchase. That doesn't seem like standard practice."

Mr. Kippenbrock said for this particular item, such as a diesel tank, yes, but it's not exactly zero. He asked the Chair if Angelica can address that.

Chair Chavez said yes.

Angelica Salazar, SWMA, said, "Yes. When we adopt the annual budget, we do budget for money to go into these reserves. But the top portion is strictly the mechanism to move the actual cash to the operating fund to purchase it from the operating fund to whole assets, equipment and machinery."

Councilor Maestas said, "So in the budget, we already have the cost estimated in the line item for capital outlay, but the money has not been transferred."

Ms. Salazar said, "No. You move the cash just to hold in the Equipment Reserve fund, if you will, when you approve the Operating Budget. It's strictly held there, just cash. And then when he brings it forward to purchase it, the top question on the bar is just the mechanism to move the cash back to the operating fund, and to purchase it from that fund. So purchasing that from equipment reserve, because those funds do not hold assets for accounting purposes."

Chair Chavez notes there are notes on the Budget Adjustment Request.

Ms. Salazar said, "The Equipment Placement, the first two lines are strictly a way to move cash from the equipment reserve fund to your Operating, to move the cash and then the line item is to actually purchase it there in the Operating Fund. Because, again the Equipment Reserve Fund does not hold assets on the balance sheet."

VOTE: The motion was approved unanimously on a voice vote.

MOTION: Commissioner Holian moved, seconded by Councilor Lindell, to approve the budget increase to 52501.570500 (Capital Outlay – Equipment and Machinery) from 5502.100700 (Equipment Replacement Reserve Fund Cash Balance) in the amount of \$47,760.75, as presented by staff.

VOTE: The motion was approved unanimously on a voice vote.

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(F) REQUEST FOR APPROVAL TO PURCHASE TWO VEHICLES FROM TWO VENDORS UNDER NEW MEXICO STATEWIDE PRICE AGREEMENTS 50-000-13-00012 AND 40-000-13-00013 IN THE AMOUNT OF \$50,393.00

- (1) APPROVAL OF BUDGET INCREASE TO 52501.570950 (CAPITAL OUTLAY – VEHICLES <1.5 TON) FROM 5502.100700 (EQUIPMENT REPLACEMENT RESERVE FUND CASH BALANCE) IN THE AMOUNT OF \$50,393.00.**

Randall Kippenbrock, Executive Director, presented information regarding this matter from his Memorandum dated September 11, 2014, with attachments, to the SFSWMA Joint Powers Board, is incorporated herewith to these minutes as Exhibit "6." Please see Exhibit "6" for specifics of this presentation.

MOTION: Commissioner Anaya moved, seconded by Commissioner Holian, to approve the purchase of two vehicles from two vendors under New Mexico Statewide Price Agreements 50-000-13-00012 and 40-000-13-00013 in the amount of \$50,393, as presented by staff.

VOTE: The motion was approved unanimously on a voice vote.

MOTION: Commissioner Holian moved, seconded by Commissioner Anaya, to approve the budget increase to 52501.570-950 (Capital Outlay – Vehicles <1.5 ton), from 5502-100700 (Equipment Replacement Reserve Fund cash balance) in the amount of \$50,393, as presented by staff.

VOTE: The motion was approved unanimously on a voice vote.

(G) REQUEST FOR APPROVAL TO PURCHASE A SNOW PLOW AND VEHICLE ACCESSORIES FROM CLARK TRUCK EQUIPMENT COMPANY, INC., OF ALBUQUERQUE, NM, UNDER NEW MEXICO STATEWIDE PRICE AGREEMENTS 10-000-00-00087 AND 11-000-00-00077, IN THE AMOUNT OF \$8,540.

- (1) APPROVAL OF BUDGET INCREASE TO 52501.570500 (CAPITAL OUTLAY – EQUIPMENT AND MACHINERY) FROM 5502.100700 (EQUIPMENT REPLACEMENT RESERVE FUND CASH BALANCE) IN THE AMOUNT OF \$8,540.**

Randall Kippenbrock, Executive Director, presented information regarding this matter from his Memorandum dated September 11, 2014, with attachments, to the SFSWMA Joint Powers Board, is incorporated herewith to these minutes as Exhibit "7." Please see Exhibit "7" for specifics of this presentation.

MOTION: Commissioner Anaya moved, seconded by Commissioner Holian, to approve the request to purchase a snow plow and vehicle accessories from Clark Truck Equipment Company, Inc., of Albuquerque, NM, under New Mexico Statewide Price Agreements 10-000-00-00087 AND 11-000-00-00077, in the amount of \$85,540, as presented by staff.

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VOTE: The motion was approved unanimously on a voice vote.

MOTION: Commissioner Holian moved, seconded by Commissioner Anaya to approve the budget increase to 52501.570500 (Capital Outlay – Equipment and Machinery from 5502.100700 (Equipment Replacement Reserve Fund cash balance) in the amount of \$85,540, as presented by staff.

VOTE: The motion was approved unanimously on a voice vote.

(H) REQUEST FOR APPROVAL TO AMEND THE BY-LAWS AND OPERATING PROCEDURES FOR THE SOLID WASTE ADVISORY COMMITTEE

Randall Kippenbrock, Executive Director, presented information regarding this matter from his Memorandum dated September 11, 2014, with attachments, to the SFSWMA Joint Powers Board, is incorporated herewith to these minutes as Exhibit "8." Please see Exhibit "8" for specifics of this presentation.

Commissioner Holian asked if these proposed changes were recommended by the SWAC.

Mr. Kippenbrock said yes.

MOTION: Councilor Lindell moved, seconded by Commissioner Holian, to approve the request to amend the By-Laws and Operating Procedures for the Solid Waste Advisory Committee, as presented by staff.

VOTE: The motion was approved unanimously on a voice vote.

(I) DISCUSSION WITH POSSIBLE ACTION ON THE SOLID WASTE ADVISORY COMMITTEE (SWAC) CURRENT MEMBERSHIP AND NEW MEMBERS

Randall Kippenbrock, Executive Director, presented information regarding this matter from his Memorandum dated September 11, 2014, with attachments, to the SFSWMA Joint Powers Board, is incorporated herewith to these minutes as Exhibit "9." Please see Exhibit "9" for specifics of this presentation.

Chair Chavez said the County at-large have been good members, and he would like to keep those members. He is ready to move forward on the proposed appointments in the hopes that the City at-large can be appointed later.

MOTION: Chair Chavez moved, seconded by Commissioner Holian, to approve the Solid Waste Advisory Committee current membership and proposed new members for the County members, as presented by staff.

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DISCUSSION: Commissioner Holian thanked Karen Sweeney for her service, noting she does a lot in the Eldorado area on the phone dealing with solid waste, and she is a very active, very knowledgeable member of the committee.

Chair Chavez said Ms. Van Peski was a numbers person. He would like to send a letter of thanks and appreciation to her for her service.

Mr. Kippenbrock said he will do so.

Chair Chavez said John Lopez has a long history and a lot of background. So we have the two County-lar large residents who are willing to continue service.

Commissioner Holian expressed support for Karen Sweeney to serve on SWAC, noting Ms. Sweeney does a lot of work in the Eldorado areas.”

VOTE: The motion was approved unanimously on a voice vote.

VII. MATTERS FROM STAFF

There were no matters from staff.

VIII. MATTERS FROM THE BOARD

Councilor Maestas said he would request from staff that the SWMA budget be included in every packet, including up to data balances of all the reserves so we can have that information.

Mr. Kippenbrock said he would do so.

Councilor Maestas said the narrative of the budget in the packet which says, “As part of the FY 50 General Operating Budget, the Board approved the replacement of one of the vehicles, and the Agency is requesting a second vehicle, but the BAR was for both vehicles. He said, “If we did approve one of the vehicles in the FY 2015 annual budget as this Memo says, then the BAR should have been for one of the vehicles.”

Chair Chavez said that is because Randall wanted to buy both of them a long time ago, not one at a time.

Mr. Kippenbrock said during the budget they identified one vehicle for sure, but over the last few months they identified the second vehicle.

Councilor Maestas requested his request for the budget and asked staff make sure it is up to date and includes the balances of the reserve accounts.

Mr. Kippenbrock said he will do so.

IX. NEXT MEETING DATE – THURSDAY, OCTOBER 16, 2014

X. ADJOURNMENT

There was no further business to come before the Board, and the meeting was adjourned at approximately 7:30 p.m.

APPROVED BY:


Miguel Chavez, Chair

ATTESTED TO:


Geraldine Salazar, County Clerk
Santa Fe County

1-20-2015



SUBMITTED BY:


Melessia Helberg, Board Stenographer

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