

MINUTES OF A REGULAR MEETING OF THE CARLSBAD BOARD OF SOLID WASTE COMMISSIONERS OF THE CITY OF CARLSBAD, NEW MEXICO, HELD AT CITY HALL IN THE COUNCIL CHAMBERS ON February 17, 2016 AT 3:30 P.M.

Voting Members Present: Jerry Stanley, Chairman – Member at large
Lisa Flores, Board – Ward 1
Jim Grantner, Board – Ward 4

Voting Members Absent: Alvin Doporto, Board – Ward 2
John Beasley, Board – Ward 3

Ex-Officio Members Absent: Mayor Dale Janway
Steve McCutcheon, City Administrator

Board Secretary Present: Luis Camero, Director of Utilities

Staff Present: Monica Harris, Finance Director
Mike Hernandez, Deputy Director of Utilities
Ruben Ramirez, Solid Waste Superintendent
David Flores, Solid Waste Supervisor
Terra Dougan, Solid Waste Coordinator

Others Present: Mary Garwood, Beautification Coordinator

1. ROLL CALL OF VOTING MEMBERS and DETERMINATION OF QUORUM

Jerry Stanley called the roll of voting members, determining that 2 of the five appointed board members were in attendance. Jerry Stanley waited a few minutes to see if another board member came to the meeting.

Lisa Flores walked into the meeting at 3:56.

Jerry Stanley called the meeting to order at 4:00 p.m.

2. APPROVAL OF AGENDA

Jerry Stanley called for a motion to approve the agenda as presented. Jim Grantner made the motion, which was seconded by Lisa Flores. The vote was as follows: Yes – Flores and Grantner. No – none. Abstain – none. Absent – Doporto and Beasley. The motion carried.

3. APPROVAL OF MINUTES OF January 20, 2016 MEETING

Jim Grantner made the motion to approve the January 20, 2016 minutes as presented. Lisa Flores seconded the motion. The vote was as follows: Yes – Flores and Grantner. No – none. Abstain – none. Absent – Doporto and Beasley. The motion carried.

4. REPORTS

a. Financials – Jerry Stanley stated that he received an email from Monica Harris that the Financials were caught up through December 2015 and that there was nothing alarming. Monica Harris agreed and noted that we might be a little ahead. Jerry Stanley

- a. Financials – Jerry Stanley stated that he received an email from Monica Harris that the Financials were caught up through December 2015 and that there was nothing alarming. Monica Harris agreed and noted that we might be a little ahead. Jerry Stanley asked if we would have to subsidize Solid Waste in the next few months as we have had to do in the past. Monica Harris stated that we have been subsidizing it at over a million and in the past years they have limited the amount that Solid Waste has transferred to the General Fund this year it was increased to 1.8 million but it was still not near to what the transfer should have been but we have started to reduce the subsidy down. Monica Harris also stated that she doesn't know if this Fiscal Year we are at the point of no subsidy required but the revenues look strong. Jerry Stanley stated that the programs Solid Waste planned on implementing to save money have not been implemented yet. Monica Harris agreed that we haven't had all the changes made to see what kind of financial impact they are going to have.
- b. Solid Waste – Ruben Ramirez stated that the landfill tonnage was down due to the scale being down next month's average should be back up according to Ramirez. Ruben Ramirez explained the Convenience Station Report for January and explained that each month we would be keeping a record of who uses the convenience station. Jim Grantner asked how Solid Waste determines whether a customer is a city resident or a county resident. Ruben Ramirez stated that the attendant ask the customer. Jerry Stanley stated that we would have to trust people and asked what we could do to know. Monica Harris stated that Hobbs makes the customers provide a water bill. Jerry Stanley stated that it doesn't make a difference whether they are county or city residents because there is no charge for the service. Monica Harris asked what we would do if a customer is not a county or city resident. Ruben Ramirez said that the customer is allowed in. Jerry Stanley wants the report totals to run across and down and how many customers are refused. Jim Grantner asked Ruben Ramirez why the parking place stops and the rail are used at the convenience station because there is a pretty good size gap between the container and the vehicle. Ruben Ramirez stated it was just a decision overall based on the other convenience stations around the state. Ramirez also stated that it is a safety issue as well. Mike Hernandez stated that they have had a customer fall in a bin before. Jim Grantner wanted to know how the distance was decided on. Ruben Ramirez said that they took an average of three truck sizes small, average, and large.
- c. Recycling – Luis Camero was hoping that the lady from CARC farm was there and asked Stephanie Shumsky to follow up with CARC. Jerry Stanley stated that he was pleased with the numbers at the convenience station grand opening.
- d. Public Outreach Campaign Update – Kyle stated that he is going to do a light video on Facebook about the grand opening. Kyle mentioned that there were some other news outlets there such as the Current Argus and KOB-TV. Jerry Stanley stated that if the Current Argus writes a good article he wants Kyle to post it on the Facebook page. Kyle stated that the Facebook page is still getting a lot of likes but mostly shares. Luis Camero asked Kyle to explain some of the comments on Facebook. Kyle stated that since the Facebook rollout there have been fewer negative comments. The videos on Facebook have roughly 2000-3000 views. Ruben Ramirez wants more positive videos on Facebook along with proper ways to bag leaves for grappler pick up and where to place items. Kyle asked Luis Camero for 311 break down for grappler service. Monica

Harris stated that the 311 system for grappler services are not available to the public at this time. Stephanie Shumsky stated that the grappler service is available for customer use. Mary Garwood stated that the 311 system can generate a report for grappler service. Monica Harris asked the board if we want a dropdown menu on the 311 page so customers can click what items they have to be picked up. Luis Camero stated that he would like that on the 311 page and he wants the form to be as easy as possible for the citizens to use.

- e. Solid Waste Ordinance Review – Stephanie Shumsky had rough draft of waste ordinance review. Shumsky stated that some of the language did not make sense so Luis Camero, Mike Hernandez, and she put it in the city's format but Lewandowski's language is still on ordinance stating changes. Luis Camero stated that they spent some time on the services that are offered. Stephanie Shumsky stated that they have added definitions to the type of services available and if definitions need to be added to let her, Mike Hernandez or Luis Camero know. Jerry Stanley wants the ordinance to be worded in such a way that some decision making priorities can be handled by Solid Waste. Stephanie Shumsky stated that a final draft should be ready by next month.

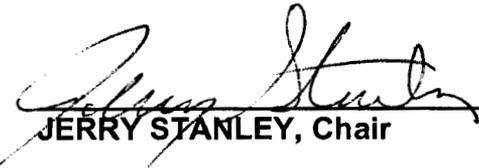
5. Discuss Timeline to Implement Changes to the Solid Waste Department Operation

Luis Camero said that no changes need to be made but in the fall a new timeline will be started. Luis Camero stated that four new trucks have been ordered, convenience station has been opened, the recycling center is not quite done but some information is being collected from a company called Freidman, the grappler on call is in the works should be strictly on call September 2016, roll out conversion in progress happening soon and one week pick up will be after roll out conversion is done, and one week commercial pick up needs to be discussed. Luis Camero wants to figure out what the pickup for once a week would be for commercial and also look at the option of the roll off compactor. Jerry Stanley stated there would be two options for the customer when it comes to the compactors: the city would buy the compactor and owns it or the city buys it and the customer pays for it. Luis Camero agreed and stated that the units go from \$15,000 to 25,000. Stephanie Shumsky added that maybe a lease to own contract would be good but then there are concerns about maintenance fees. Luis Camero said he doesn't recommend a lease to own option because the city will be responsible for all the maintenance costs. Jerry Stanley asked how much the annual maintenance is. Luis Camero said that the maintenance for existing businesses with compactors have not been much. Jim Grantner does not see a reason to lease the compactors. Luis Camero wants a one to two page plan on compactor options for the city. Luis Camero states that he wants the front end loader for commercial to be put on hold because a second commercial route is being talked about and the routes can be serviced by the side trucks. David Flores stated that two front end loaders would be needed in case one of the trucks went down to continue servicing the commercial businesses. Jim Grantner stated that according to city ordinance we are in complete control and we can tell the customers where to put dumpster for pickup. Lisa Flores stated that downtown would not be good for a front end loader. Luis Camero also wants commercial recycling to be put on hold.

6. MOTION TO ADJOURN

Jerry Stanley called for a motion to adjourn. Lisa Flores made the motion to adjourn, seconded by Jim Grantner. The vote was as follows: Yes – Flores and Grantner. No –

none. Abstain – none. Absent – Doporto and Beasley. The motion carried. The meeting was adjourned at approximately 5:00 p.m.



JERRY STANLEY, Chair