

**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 PLANNING ROOM ON May 17, 2017 AT 3:30 P.M.**

Voting Members Present: Jerry Stanley, Chairman – Member at large  
Lisa Flores, Board – Ward 1  
John Beasley, Board – Ward 3

Voting Members Absent: Jim Grantner, Board – Ward 4

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

Board Secretary Absent: Luis Camero, Director of Engineering

Staff Present: Wendy Hammett, Finance Director  
Lin Pickens, Solid Waste Superintendent  
Terra Dougan, Solid Waste Coordinator  
Mary Garwood, Beautification Coordinator

Others Present:

Jerry Stanley called the meeting to order at 3:30 p.m.

**1. ROLL CALL OF VOTING MEMBERS and DETERMINATION OF QUORUM**

Jerry Stanley called the roll of voting members, determining that three of the five appointed board members were in attendance, which constitutes a quorum.

**2. APPROVAL OF AGENDA**

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

**3. APPROVAL OF MINUTES OF APRIL 19, 2017 MEETING**

John Beasley made the motion to approve the April 19, 2017 minutes as presented, which was seconded by Lisa Flores. The vote was as follows: Yes – Beasley and Flores. No – none. Abstain – none. Absent – Grantner. The motion carried.

**4. DISCUSS QUESTIONS AND CONCERNS FROM CITIZENS**

Jerry Stanley asked staff if there were any questions or concerns from citizens. Lin Pickens replied there were no questions from the citizens but there were concerns in regards to illegal dumping and citizens wanting the city to pick up debris that is dumped in the alley. John Beasley informed the board the roll-outs are still being left on the curb and not rolled back after they are serviced. Jerry Stanley stated where he lives roll-outs being left on the curb is not a problem but he doesn't know what the solution is to prevent roll-outs being left on the curb after service. Lin Pickens informed board and staff the Solid Waste Department is going to send the grappler to clean the alley between Peachtree and the CID one more time to help stop the illegal dumping. Pickens also added Terra Dougan drafted a letter to the residents on Peachtree informing them of the plan to clean up the alley and signs would

be placed stating no dumping. Lisa Flores added the curve where the barriers are on Peachtree needs to be cleaned up also. Jerry Stanley asked staff if a source could be identified as to where the debris is coming from. Lin Pickens replied no but it looks like most of the debris is from the residents but some is illegal dumping as well. Lisa Flores agreed some of the debris is from the residents but other residents see the debris and think it is ok to dump there. Jerry Stanley stated illegal dumping has always been a problem especially in the alleys even though grappler service does not pick-up in the alleys. Jerry Stanley asked Mary Garwood if she still had game cameras that could be set up to monitor for illegal dumping. Mary Garwood stated she did have the cameras. Lin Pickens replied he would meet with Garwood about using the game cameras and added he didn't feel the illegal dumping would stop unless there is something added to the ordinance in regards to fines for illegal dumping. Jerry Stanley mentioned Code Enforcement would have to be involved when it came to fines and unfortunately they are down to one person so it probably wouldn't happen right away. Stanley added Code Enforcement has the same problem as everyone else and that is identifying the people who are illegal dumping. Stanley suggested the game cameras be set up and when a person is caught illegal dumping print their photo, send it to the local newspaper along with an article explaining the problem with illegal dumping. Stanley added Ruidoso has a similar process like the one he explained but they add the name with the picture and their illegal dumping stopped immediately. Lisa Flores asked Jerry Stanley if there was a fine attached with illegal dumping in Ruidoso. Jerry Stanley replied there was no fine attached in Ruidoso with illegal dumping they used the newspaper technique to shame people so the illegal dumping would stop. Lisa Flores stated she has a hard time believing residents will stop illegal dumping unless the city attached a fine to the people who illegally dump. Jerry Stanley reiterated fining for illegal dumping is hard to do because you have to provide proof the person/persons responsible did illegally dump. John Beasley stated some people have the tendency to steal the game cameras but Gary at Modern Alarm has a self-contained, battery operated camera that can be posted higher than game cameras, the picture is clearer and it covers a wider range. Jerry Stanley commented game cameras could be set higher than on the ground. Lin Pickens agreed but added game cameras cannot rotate their view is straight. Pickens stated he would look into the pricing for the cameras from Modern Alarm. Jerry Stanley commented cameras would not be placed where people could have access to them. John Beasley replied game cameras are triggered when someone or something walks in front of it and they only have a 10 to 20 foot range. Jerry Stanley disagreed and stated he has used game cameras before and he could view up to 50 feet. Lisa Flores asked staff what the residents were responsible for cleaning up behind their houses on Peachtree Street. Lin Pickens informed Flores the residents are responsible for everything up to their property line and staff was going to research to see exactly where those property lines were for both the residents and CID. Lisa Flores mentioned staff might talk with CID and see if they are interested in helping purchase cameras for that particular area, between Peachtree Street and the CID. Jerry Stanley informed the board and staff the property lines for CID vary throughout the town and he learned the information when he was trying to clean up Sunset Gardens. Lisa Flores mentioned to staff there was an abandoned shed in the alley behind Peachtree that could collapse and she is worried for the kids in the neighborhood. Flores added she did talk to Mike Hernandez and he was going to contact Code Enforcement to see what the city could do about the shed.

## **5. REPORTS AND UPDATES**

a. Financials – Wendy Hammett informed staff and the board financials have been completed for the 3<sup>rd</sup> quarter of the year which is July 2016 through March 2017. Hammett

stated March revenues came in at \$523,000.00 which is around \$55,000.00 favorable to budget and year to date there has been \$4.5 million collected making the department favorable \$315,000.00 and 7% above budget. Hammett informed the board and staff gross receipt revenue is up significantly; the last two years the gross receipts has been around \$2.8 million but last month gross receipt was around \$3.3 million. Hammett informed the board and staff there will probably be around \$10,000.00 more in the Solid Waste portion of the 1/6 Environmental Gross Receipt Tax as long as the numbers continue. Jerry Stanley asked Wendy Hammett if she could forecast the amount being a good number. Wendy Hammett replied she does see total being continued based on the number of oil rigs that have increased. Jerry Stanley stated the oil and gas industry is not 100% of the gross receipt tax. Hammett replied she understands but the increase in rigs causes an increase in revenue within the community due to transient workers coming in to work on the rigs with their families. Lin Pickens added the sports complex brings in quite a few visitors as well due to sports tournaments being scheduled. John Beasley asked Wendy Hammett if the remaining money has been incumbent into the expenses because he was not seeing the information on the financials. Hammett replied the AS400 system automatically calculates the money needed to finish the fiscal year. John Beasley said he understood and wanted to make sure because by his calculations the expenses would be short. Hammett assured Beasley the money was incumbent for the remaining of fiscal year. John Beasley stated on the check register he noticed there were items bought for the sports complex. Beasley asked staff why items were being bought for them and if they had their own budget. Lin Pickens replied the price was a pro-rated purchase order and the system takes the first account number and shows the amount even though there are other accounts billed. Wendy Hammett stated that was why the price was so slow. Hammett informed the board and staff landfill operations were over budget by 3% due to some unforeseen maintenance with the county at the landfill. Hammett added both Steve McCutcheon and Mike Hernandez know about the expense, a budget adjustment will be done and the Solid Waste Department is still 2% under budget for costs. Jerry Stanley asked Wendy Hammett if she foresees a sizable transfer from the Solid Waste Budget to the General Fund. Hammett replied the transfer from the Solid Waste Fund to the General Fund has been completed and the only other transfer out of the budget would be to make the loan payment estimated at \$121,000.00. Hammett added she foresees the Solid Waste Department ending in the positive roughly \$300,000.00.

b. Solid Waste – Lin Pickens stated the Sandpoint Landfill received 3,873.39 tons of waste from Carlsbad, 2,107.78 tons came from Artesia, 765.49 tons came from Eddy County and 32.49 tons were from others. Pickens added tipping fees received at the gate were \$6,284.78 and tipping fees billed were \$27,585.64. Jerry Stanley asked staff who has an account with the landfill. Terra Dougan replied there are various contractors and businesses that have an account with Sandpoint such as Waste Management, Southwest Disposal, contractors etc.... Lisa Flores mentioned to staff she noticed last year, in the same month the total received was \$52,461.00 but currently the total is \$27,585.64; Flores asked staff if they knew why there was such a big difference. Lin Pickens stated staff would pull the reports and see why there was such a big difference. Jerry Stanley added the monthly total can fluctuate quite a bit. Lin Pickens continues with his report informing the board there were 15 ARC trucks in operation, with 35 repairs, 1,864.84 tons of trash delivered to the landfill with a total of 286 trips. Pickens went on to state there were 9,634 residential services, 1,021 commercial services, number of new residents is 43 and number of new commercial accounts is 12. Pickens explained the increase in new residents is due to expanding subdivisions within the city. Pickens informed the board container maintenance

is still being done as needed and with the 311 requests. Jerry Stanley asked staff how many wheels and lids are being repaired on the roll-outs out of the 84 repairs. Terra Dougan replied the break down for wheels and lids are a couple lines further down in the same container maintenance section. Jerry Stanley stated if 45 repairs on the roll-outs are lids could there be a factory defect with the container. Lin Pickens replied the warm weather and then the cold weather has caused lids to crack. Terra Dougan also added the wind is a contributor to the broken roll-outs. Jerry Stanley agreed and stated he does not believe the manufacturer when they stated the roll-outs could stand wind gusts of up to 45 miles per hour. Jerry Stanley asked staff if the information regarding the roll-outs should be forwarded to the manufacturer. Lin Pickens replied in the future when new roll-outs are being bought he will take a closer look at the quality and material used before the purchase is made. Jerry Stanley asked if there was warranty on the roll-outs. Lin Pickens responded the warranty is very limited especially once you receive the product and have it utilized in the field. Lin Pickens informed the board there is a sample roll-out that will be out in the community being serviced; the sample roll-out has a heavier lid and a metal handle for the trucks to latch on to instead of the plastic one. Lin Pickens continued with his report stating there were 3 grappler trucks in operation, with 11 repairs, 153.21 tons delivered to the landfill with 54 trips and no green waste was delivered to the limb pile. Pickens added Mike Hernandez told him Joe Harvey at the Waste Water Treatment Plant has budgeted for a new tub grinder and might be taking over the responsibility of the limb pile. Lin Pickens stated there was 177.18 tons of trash collected at the convenience station, 2.5 cubic yards of glass was pulverized, 120 tons of metal was collected, 12 tons of green waste was collected and delivered to the Waste Water Treatment Plant with 6 trips. Pickens added fees billed for the roll-off containers was \$13,908.54 and there were 132.84 tons of debris picked up and delivered to the landfill. Pickens let the board know the Solid Waste Department has received eight new open top containers and they will be out in the community. Jerry Stanley mentioned the 311 for Grappler service was down for May. Terra Dougan replied it was a little low but it was only the middle of May. Jerry Stanley made the comment he was pleased with more and more residents using the convenience station. Wendy Hammett added there was a request for a new grappler in the budget that was going to be presented to City Council. Lin Pickens confirmed that request and stated there was a demo done with a new grappler earlier that morning.

c. Public Outreach Campaign – Jerry Stanley asked staff if Kyle Marksteiner is working on anything new. Lin Pickens replied right now the advertising is slow due to budget year ending but there will still be an employee in the field educating the residents.

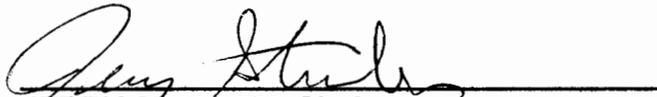
## **6. DISCUSSION ON STARTING THE PLANNING PROCESS FOR THE TRANSFER STATION**

Jerry Stanley stated he has strong feelings about building a transfer station for Carlsbad. Stanley added the city is spending a lot of money running the trucks up and down the highway to the landfill. Stanley also stated he would challenge, at some time, Solid Waste to perform an in depth analysis on how much money would be saved with a transfer station. Stanley went on to say, George Schuman with the NM Environmental Department, all the paperwork and permits fall through the Environmental Department and Schumann provided Stanley with different engineering companies that have built transfer stations all over the state. Jerry Stanley asked Wendy Hammett if the city or the county had a reserve for the transfer station. Wendy Hammett replied there is a reserve but it is for closure. Stanley mentioned the transfer station has to happen because the trucks cannot run up and down the highway for another 20 to 30 years. Stanley added staff would be shocked to see the

savings a transfer station would create. Jerry went to state his dream would be to put the transfer station adjacent to the convenience station with a recycling station. Stanley went on and mentioned the recycling center would allow the city to re-start the recycling program city wide. Lin Pickens stated it would be nice to have a transfer station but what is the cost to build one. Jerry Stanley replied it does cost money but there are tons of grants available to apply for. Stanley stated building a transfer station can create money by charging other entities to use the facility. Stanley used Ruidoso as an example and informed the board the Ruidoso transfer station could get 4-5 garbage trucks worth of garbage in a trailer. Stanley asked John Beasley and Lisa Flores how she wanted to pursue the transfer station. Flores replied the decision should be left to Solid Waste to decide. Jerry Stanley mentioned the board can suggest Solid Waste look into the transfer station. Stanley stated there is no reason the transfer station with a recycling center, if ran correctly, cannot make money. Lin Pickens told Jerry Stanley he would look into taking a trip to see the transfer station. Jerry Stanley replied if the whole state is building transfer stations the whole state cannot be wrong. Jerry Stanley reiterated Solid Waste needs to conduct a study in regards to a transfer station. John Beasley informed Jerry Stanley the way a study usually works is the city hires a consultant and they come in and evaluate all aspects, pay them and then they will presents their results. Lin Pickens asked how many people it would take to run the transfer station. John Beasley and Jerry Stanley stated four to five people. Lin Pickens added you will need more than four to five people so there will be back-ups if something happens. John Beasley added the problem is going to be residents not wanting the transfer station in their back yard. Lin Pickens suggested budgeting a vehicle to transfer the garbage to the landfill along with the man power. Jerry Stanley ended stating he was going to turn over the information he had regarding the transfer station to Mike Hernandez and Luis Camero.

**7. MOTION TO ADJOURN**

Jerry Stanley called for a motion to adjourn. John Beasley made the motion to adjourn, seconded by Lisa Flores. The vote was as follows: Yes – Beasley and Flores. No – none. Abstain – none. Absent – Grantner. The motion carried. The meeting was adjourned at approximately 4:46 p.m.

  
JERRY STANLEY, Chair