

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 June 15, 2016 AT 3:30 P.M.

Voting Members Present: Jerry Stanley, Chairman – Member at large
Alvin Doporto, Board – Ward 2
Jim Grantner, Board – Ward 4

Voting Members Absent: Lisa Flores, Board – Ward 1
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: Stephanie Shumsky, Deputy City Administrator
Lavelta Jenkins, Interim Finance Director
Mike Hernandez, Deputy Director of Utilities
Ruben Ramirez, Solid Waste Superintendent
Terra Dougan, Solid Waste Coordinator

Others Present: Mary Garwood – Beautification Coordinator
Kyle Marksteiner – Public Outreach

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. Jim Grantner made the motion, which was seconded by Alvin Doporto. The vote was as follows: Yes – Doporto and Grantner. No – none. Abstain – none. Absent – Flores and Beasley. The motion carried.

3. APPROVAL OF MINUTES OF April 20, 2016 MEETING

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

4. REPORTS

- a. Financials – Mike Hernandez stated that there was a big purchase on page 5 of the financials from Otto Environmental for the partial purchase of the 6,000 plus roll-outs needed for the roll-out conversion. Jerry Stanley wanted to know if the roll-outs were costing less than anticipated. Ruben Ramirez replied that the price was a bid that was listed on the financial statement. Lavelta Jenkins noted that there was another big purchase on page 1 of the check register as well. Mike Hernandez stated that the Solid Waste department has received all of the roll-outs that were ordered. Ruben Ramirez

added that an additional order of 500 roll-outs is on order plus extra lids and wheels to keep up with the maintenance of the containers.

- b. Solid Waste – Ruben Ramirez stated that garbage collection and trips to the landfill are up from last month. Ramirez also stated that the container maintenance numbers will be up next month due to the fact that the Solid Waste department is on the last route for the conversion. Jerry Stanley asked Mike Hernandez and Ruben Ramirez how long it would be before all the 3CY dumpsters are out of the alleys. Mike Hernandez stated that there is a large part of the 3CY dumpsters out of the alleys already and are stored out at the Waste Water Treatment Plant. Ruben Ramirez added that by the end of July all of the 3CY containers should be out of the alleys. Jim Grantner asked Ruben Ramirez if a contractor has been found to buy the metal containers. Ruben Ramirez stated that a contractor has not been found. Ruben Ramirez stated that once all the metal containers are out of the alleys the grappler truck will run the alleys and clean up the debris one last time. Jerry Stanley asked Ruben Ramirez if residents were notified about not putting anymore debris in the alley. Mike Hernandez stated that the flyer that went out informed the residents that once your roll-out was received that the Solid Waste department would no longer service their alley to pick up debris it was to be placed in front of their residence. Luis Camero added that residents can still place their debris in the alley until it becomes mandatory to call in starting September 2016. Alvin Doportto asked Mike Hernandez what would happen if someone illegally dumps in the alley; what or who is responsible to clean that up. Ruben Ramirez stated that when a situation like that occurs Code Enforcement does get involved along with the supervisors of Solid Waste and they talk to the homeowner. Ramirez also added that it is the home owner's responsibility to maintain the area around their house and the very last resort would be to send the grappler to the residence to clean up the debris. Jim Grantner asked if the contractor for the metal containers is going out as a bid and if it has been started and submitted yet. Luis Camero stated that it has not been done and Mike Hernandez added that the Solid Waste department is still a month away from having all the metal containers out of the alleys. Hernandez also stated that once the dumpsters are removed the containers in good condition are going to replace the commercial containers that are in bad condition. Jerry Stanley asked Ruben Ramirez if there was an adjustment for the glass Pulverizer to determine what grade of product is produced. Stanley also stated that the reason he is asking is because he noticed that there are still small glass pieces in the sand product and he doesn't remember seeing those pieces when the demonstration was done the first time. Ruben Ramirez stated that some of the product could have been mixed up during the transportation process. Jerry Stanley wants Ruben Ramirez to check with the manufacturer in regards to the quality of the sand. Jerry Stanley asked Ruben Ramirez if the glass Pulverizer only runs on certain days. Ruben Ramirez stated that the glass Pulverizer usually runs on Wednesdays due to the fact that there are two attendants at the convenient station. Jerry Stanley also wanted to know where the pulverized glass is being stored. Ruben Ramirez stated that the glass is being stock piled at the old convenience station. Stephanie Shumsky asked Ruben Ramirez if we were going to stock pile the glass until there is enough to use it. Mike Hernandez replied that the Mayor wanted to use the glass for certain projects and also that the park service is entitled to the product as well.
- c. Recycling – Terra Dougan informed the board that Armida and Amy were in an OSHA training but they did email and want her to give the recycling update. Dougan read an email that was sent to her from Armida with basic information about recycling and problems that have occurred. The email read as follows, recycling is very busy and

doing very good but there are still problems with contamination in the bins. The email stated that David Flores has been notified and is attempting to find the culprits. The email also stated that the City of Carlsbad has not let Armida Borunda know when the 3 strike rule can be enforced. The Business Acknowledgement letter is a 1 sheet form but CARC is requesting that it be a triplicate form and Amy Ochoa is sending it to the Solid Waste for review. The email also stated that recycling will be at the Vision of Advocacy Group on June 18, 2016 and at the Living Desert Zoo Camp July 15th and 22nd. Lastly, the email stated that the new recycling brochures have been distributed to senior centers, Chamber of Commerce, museum, library, and restaurants. Ruben Ramirez stated that the 3 strike policy is up to CARC to enforce. Ramirez also stated that once 3 strikes have been reached then the Solid Waste department is notified to pick up the recycling container. Mary Garwood explained that when she ran the recycling center that out of a 100% bale 10% could be contaminated. Garwood also stated that you cannot completely eliminate contamination that there is still going to be some contamination and you have to take the bad with the good. Luis Camero added that there needs to be more education in regards to recycling and contamination. Jerry Stanley asked Mary Garwood if the contamination could be from the recycling center on Greene St. Mary Garwood responded that when she ran the recycling sight the Greene St recycling center was the cleanest. Jim Grantner wants the 3 strikes policy to be implemented immediately for the residents that do participate in the recycling program. Ruben Ramirez added that the hospital recycling has increased. Ramirez stated that the hospital was getting picked up twice a week, then three times a week, and now they are being serviced every day. Alvin Doport asked Ruben Ramirez if the hospital was strictly for cardboard recycling. Ruben Ramirez replied that the hospital recycling container is strictly for cardboard.

- d. Public Outreach – Kyle Marksteiner stated that the main advertising on Facebook right now is for grappler service and giving the residents information on how to call 311 to have the grappler service. Marksteiner also added that there is an ad in the Carlsbad Current Argus with tips on how to place your roll-out to ensure that it is serviced. Marksteiner informed the board that the campaign they had to promote the conversion has expired and he is going to get with Stephanie Shumsky and talk about advertising and how it will start and affect the budget. Marksteiner stated that Facebook has calmed down and is another venue for the residents to voice their concerns. Mike Hernandez informed the board that the Facebook page is no longer City of Carlsbad Solid Waste but City of Carlsbad Utilities. Kyle Marksteiner mentioned that when September comes around the Solid Waste department needs to look at the budget and advertising so residents can be reminded that grappler service is strictly an on call service as of September 2016. Mike Hernandez mentioned the 311 phone line was down and Kyle Marksteiner added that he had a customer complain that when she dials 311 from her landline it directs her to Windstream. Kyle Marksteiner asked how the calls were doing for the 311 system. Stephanie Shumsky asked Terra Dougan what calls she was getting for the 311 service. Terra Dougan replied that the calls she receives are due to the fact that there was no answer, they were directed to Windstream, and some calls are from residents that have been passed around to different departments within the city. Dougan also made the board aware that the grappler service has actually decreased while the supervisor survey has increased. Mike Hernandez stated that Kyle Marksteiner does have an ad to run in the newspaper reminding residents to call in their debris that they have for pickup. Jim Grantner stated that the 311 line was supposed to be the only number that residents were to use for any request or complaint. Luis Camero added that

residents are going to call the first number they see and if they call Terra's number she needs to enter it and give them the other numbers for future use. Jim Grantner asked when the supervisor surveys stop and Ruben Ramirez replied that they would stop in September when grappler service goes to an on call service. Stephanie Shumsky advised the board that there is a line item in the Solid Waste budget for advertising for this upcoming year. Jim Grantner asked Kyle Marksteiner if other cities that have a 311 system have the same problems that we are facing and if so how do they or did they resolve them. Stephanie Shumsky mentioned that someone from Solid Waste could call Albuquerque to see how they run their 311 system. Terra Dougan stated that with the 311 application for cell phones the address does not print when the work orders are printed; the longitude and latitude is the information it gives for the address. Stephanie Shumsky replied that it could be an internal issue and that the IT department should be notified to check the settings.

- e. Solid Waste Ordinance Review – Jerry Stanley proposed that the board postpone the Solid Waste Ordinance due to the fact that the City Attorney is still reviewing the document. Luis Camero mentioned that a deadline should be set on when the ordinance is due back to the board. Jerry Stanley stated that we need the ordinance before the next meeting. Stephanie Shumsky asked Terra Dougan what date she would need the ordinance by so she could include it in the packet for the next meeting. Terra Dougan stated that she would need the ordinance the Friday before the meeting. Mike Hernandez mentioned that the next meeting would be July 20th so the ordinance would need to be given to Terra Dougan by July 15th. Stephanie Shumsky replied that she would let the City Attorney know that a good draft needs to be given to Terra Dougan by July 15th. Luis Camero added that the board would take the ordinance to City Council the second week of August so they can set a date to consider the ordinance, then it has to be published for 30 days, and finally the City Council can make a decision on the ordinance when they have their second meeting in September. Jim Grantner asked if a public meeting has to be held. Luis Camero replied that the City Council meeting is the public meeting. Jim Grantner asked the board if the ordinance would cover everything. Jerry Stanley answered that it would not cover everything. Stephanie Shumsky and Luis Camero added that recycling and the garbage rates are not covered in the ordinance. Luis Camero also stated that the ordinance needs to cover the cost for a second roll-out. Camero also added that the ordinance explains how the rates should be charged but it does not have the rates in the ordinance. Jim Grantner wants the ordinance to be reviewed as a whole and not in bits and pieces. Ruben Ramirez stated the board also needs to address the charge for one property that has multiple occupied units on it. Ramirez also added that properties such as these are only paying one garbage charge when multiple residents are receiving garbage service.
- f. Roll-out Conversion – Jerry Stanley stated this topic was discussed earlier.

5. MOTION TO ADJOURN

Jerry Stanley called for a motion to adjourn. Jim Grantner made the motion to adjourn, seconded by Alvin Doport. The vote was as follows: Yes – Doport and Grantner. No – none. Abstain – none. Absent – Beasley and Flores. The motion carried. The meeting was adjourned at approximately 4:30 p.m.

 7.27.16
JERRY STANLEY, Chair