

**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 AUGUST 17, 2016 AT 3:30 P.M.**

Voting Members Present: Jerry Stanley, Chairman – Member at large  
Lisa Flores, Board – Ward 1  
John Beasley, Board – Ward 3  
Jim Grantner, Board – Ward 4

Voting Members Absent: Alvin Doporto, Board – Ward 2

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

Board Secretary Present: Luis Camero, Director of Engineering

Staff Present: Stephanie Shumsky, Deputy City Administrator  
Wendy Hammett, Finance Director  
Mike Hernandez, Director of Utilities  
Ruben Ramirez, Solid Waste Superintendent  
Terra Dougan, Solid Waste Coordinator  
Mary Garwood, Beautification Coordinator

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 four 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 – Flores, Beasley and Grantner. No – none. Abstain – none. Absent – Doporto. The motion carried.

**3. APPROVAL OF MINUTES OF July 27, 2016 MEETING**

Jim Grantner made the motion to approve the July 27, 2016 minutes as presented. John Beasley seconded the motion. The vote was as follows: Yes – Flores, Beasley and Grantner. No – none. Abstain – none. Absent – Doporto. The motion carried.

**4. REPORTS**

a. Financials – Wendy Hammett advised the board that the online bill pay has been put in place for residents to pay their bill online. Hammett also stated that she doesn't see any concerns with the revenues but if she does she will inform the board. Jim Grantner mentioned to Wendy Hammett that maybe she could get with Kyle Marksteiner and run little ads in the water bill regarding Solid Waste and grappler services. Jerry Stanley asked Luis Camero about the Solid Waste budget transfer to the general fund going from 1.2 million to 1.9 million. Luis Camero stated that the number is a fixed number from the 2016 budget. Jim Grantner asked Luis Camero how to stop that large of a transfer. Luis Camero replied that the city hired Mr. Fierro from Fierro and Fierro to do an analysis to see if those numbers can be changed. Camero also added that the

number is based on a percentage from employee costs and other department budgets. Wendy Hammett stated that she would follow up with Mr. Fierro to make sure that the analysis is precise. Luis Camero stated to the board that the transfer should be on actual costs for Solid Waste and not percentages.

- b. **Solid Waste** – Ruben Ramirez stated that there was a slight increase in the tonnage for garbage service. Ramirez also stated that new residential accounts are up but the business accounts are down. Ramirez added that there are two grappler trucks running at this time. Ramirez informed the board that the tub grinder for mulching operations is in the shop so no mulching has been completed. Ramirez stated that the tonnage at the convenience station is down but the roll-off rentals are maxed out and there are some residents on a waiting list. John Beasley asked Ruben Ramirez if the utilities have been set up in the building at the convenience station. Beasley added that the last time he visited the convenience station there was no running water, no electricity, no sewer and the attendants were using the porta-potty next to the building. Ruben Ramirez replied that the electricity has since been set up and there is air conditioner in the building. Ramirez added that he is waiting for quotes to hook up the plumbing; he has received one quote back totaling \$6000.00 dollars and he is just waiting for the other two quotes to come in. John Beasley stated that the attendant is not very protected from the weather elements and there needs to be a cover to protect the attendant when they are out of the building. Stephanie Shumsky asked Ruben Ramirez why the City of Carlsbad is not going to do the line extensions. Ruben Ramirez replied that it was his understanding that the city is behind on other projects. John Beasley mentioned that noticeable illegal dumping has increased due to the conversion. Beasley also asked the board if there was an ordinance that prevents illegal dumping. Lisa Flores answered that there was but how would the city enforce and catch the illegal dumping. Mary Garwood stated that she went and talked to Judge Redford before he retired and asked when the last time he saw a resident that was caught illegal dumping; Garwood explained that Judge Redford told her it had been years since he saw a resident in the courtroom for illegal dumping. Jerry Stanley asked Ruben Ramirez if the concerns about the roll-out conversion have stopped. Ruben Ramirez replied that the concerns seem to have stopped and the 311 requests are rising for the grappler service.
- c. **Recycling** – The representatives from CARC emailed Terra Dougan and let her know that they could not attend the meeting due to recycling trainings.
- d. **Public Outreach Campaign/Timetable Review** – Mary Garwood stated that she did an interview with Mike Jackson in regards to 311 and putting debris in front of the residence for grappler pickup. Jerry Stanley stated that Sears on Canyon needs training on recycling. Mike Hernandez reminded the board that on the timetable as of September 1<sup>st</sup> there is no more grappler service in the alley. Hernandez also added that Kyle Marksteiner worked on a handout that will be put in the water bill, the newspaper and the Facebook page informing the residents that grappler service will strictly be curbside and no longer in the alley. Jerry Stanley asked Mike Hernandez if the grappler was still going to make one final sweep to clean up the alleys. Mike Hernandez replied that there will be one final sweep to clean up the alleys and that Terra Dougan will be meeting personally with residents that have debris in the alley to educate them on curbside grappler service.
- e. **Solid Waste Ordinance** – There was a special meeting held on August 10, 2017 to discuss the Solid Waste Ordinance.
- f. **Rate Analysis** – Jerry Stanley asked the staff what rates need to be changed if any. Luis Camero replied that the rates do not need to be changed right now. Camero added that

with the roll-out conversion we need to give it a little more time to assess the savings. Jerry Stanley asked the staff if there needs to be a rate increase for commercial accounts. Luis Camero stated that Lewandowsky sees a shortage of \$700,000.00 dollars in his analysis. Camero also told the board that Lewandowsky did not take into account the Environmental Gross Receipts Tax that brings in revenues at about \$650,000.000 to \$750,000.00 when the gross receipts tax is thriving. Camero also added that if you add that into Lewandowsky's analysis than the commercial account would not be short. Jerry Stanley stated that in Lewandowsky's analysis the Solid Waste is losing money renting roll-offs. Stanley asked the staff if the roll-off charges needed to be increased. Luis Camero stated that Lewandowsky suggested some increases in roll-off rentals. Camero also added that roll-off rental rates have increased a little but they are still lower than the competitors around town. Mike Hernandez told the board that Lewandowsky's analysis of roll-off rates is pretty close to what the Solid Waste department is charging now with exception to the 15CY. Jerry Stanley asked the staff if they would be willing to raise the rates on the roll-out rentals and when the rates would take effect. Luis Camero replied that the raise can happen at any time but should happen when all rates are solidified. Camero also added that a franchise fee needs to be discussed and implemented for the other businesses that provide roll-off services. Jerry Stanley asked the staff if there would be any rate increase for residential residents. Luis Camero replied that he does not see any rate increase for the residential residents. Lisa Flores asked if a rate has been figured out for properties with more than one resident on them and if so what that rate would be. Luis Camero stated that the staff is still meeting and discussing what those rates would be. Mary Garwood stated that as we figure out the rates and assess the changes for garbage service the Solid Waste department could apply for a Rate Grant. Luis Camero stated that some of the city administrators want to try once a week pickup for residential customers. Jim Grantner replied that the city needs to wait and assess all the changes before once a week pickup is implemented. Jerry Stanley added that the residents need to be aware that the residential rate includes free services such as grappler, recycling and visits at the convenience station. Luis Camero stated that commercial accounts should be offered once a week. Jerry Stanley replied that right now is not the time to offer once a week pickup due to the financial transfer from the Solid Waste budget to the General Fund. Ruben Ramirez stated that there is not a business that could get away with once a week pickup. Mary Garwood asked the staff if once a week pickup could be tested with some of the commercial accounts. Ruben Ramirez replied that the only businesses that could profit from once a week pickup would be small businesses such as beauty shops, barber shops, attorney offices, and small office buildings.

##### **5. MOTION TO ADJOURN**

Jerry Stanley called for a motion to adjourn. Jim Grantner made the motion to adjourn, seconded by Lisa Flores. The vote was as follows: Yes – Flores, Beasley and Grantner. No – none. Abstain – none. Absent – Doport. The motion carried. The meeting was adjourned at approximately 5:00 p.m.

  
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JERRY STANLEY, Chair