

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 SEPTEMBER 20, 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
Jim Grantner, Board – Ward 4

Voting Members Absent: Empty, Board – Ward 2

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

Board Secretary Absent: Luis Camero, Director of Engineering

Staff Present: Ron Meyer, Director of Utilities
Wendy Hammett, Director of Finance
Lin Pickens, Solid Waste Superintendent
Raquel Leyva, Solid Waste Assistant
Mary Garwood, Beautification Coordinator

Others Present:

Draft minutes only – minutes are subject to approval by the public body before they may be considered official.

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

3. APPROVAL OF MINUTES OF JULY 19, 2017 MEETING

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

4. DISCUSS QUESTIONS AND CONCERNS FROM CITIZENS

Jerry Stanley asked the board and staff if there were any questions and concerns from citizens. The board and staff had nothing to report from the citizens.

5. REPORTS AND UPDATES

a. Financials – Wendy Hammett stated the budgeted revenues were \$492,000.00 the Solid Waste Department ended July at \$518,173.00 which favored the budget \$26,173.00. John Beasley asked if the favorable amount goes back into the Solid Waste fund and Hammett confirmed it does stay in the Solid Waste fund. Hammett added employee salaries came in around \$140,000.00 which is 3% below budget, operating expenses were around \$48,000.00 which is 5% below budget putting the total around \$187,500.00. John Beasley mentioned to Hammett there was no capital line item on the budget provided; Hammett stated she would let Trysha know and it would be provided on the next one. Jim Grantner explained at the last meeting the board requested an itemized statement, from Lavelta Jenkins, of expenses for the money that is transferred from the Solid Waste budget to the general fund for the city. Grantner added Jenkins informed the board the statement would be ready and presented by this meeting but Jenkins was not at the meeting. Jim Grantner requested the report again from Hammett. Hammett replied she would print the itemized list of the funds that are transferred to the general fund and provide the statement at the next meeting.

b. Solid Waste – Lin Pickens stated there were 14 ARC trucks in operation, 39 repairs were performed on the trucks, 286 trips were made to the landfill delivering 2,300.46 tons of trash. Pickens added for the month of August there were 9,720 residential services, 50 of those are new residential services, and 1,057 commercial services 5 of those being new commercial services. Pickens informed the board roll-outs and containers are being repaired as needed and while supplies are in stock; he also added there were 4 grappler trucks in operation, 2 repairs were done on the trucks, 61 trips were made to the landfill delivering 226.77 tons of trash. Jerry Stanley asked if a tub grinder was going to be purchased in the near future. Ron Meyers replied at this time a decision has not been made and is not being looked at. Stanley asked the staff if they could include a tub grinder in future budgets. Meyers stated he would add a tub grinder to future budgets. Lin Pickens advised the board 4,626.87 tons of trash was received from Carlsbad at the Sandpoint Landfill, Artesia delivered 2,157.61 tons to the landfill, Eddy County delivered 1,776.80 tons of garbage, other waste received was 46.01 tons; the landfill received \$9,367.83 worth of fees at the gate and billed \$50,385.80. Pickens advised the board 208.15 tons of trash was delivered to the landfill from the convenience station, 12CY of glass was pulverized, 100CY of metal was collected and concluded with roll-off rentals. Roll-off rental fees billed were \$17,653.99, there are 30 – 30CY roll-offs being rented and 1 – 25CY roll-off being rented with 176.24 tons of trash being delivered to the landfill. Jerry Stanley asked Lin Pickens if the county hauls their own garbage to the landfill and Lin replied they have their own trucks that do haul the counties garbage to the landfill. Jim Grantner asked Jerry Stanley if the letter was done regarding picking up the recycling containers from the businesses around town. Stanley replied the letter was done and will be distributed soon to the administration for the city and City Council. Jim Grantner asked Solid Waste staff if the ARC trucks have been looked at in regards to roll-outs being broken and how fast they are lifted up and down. Ron Meyers replied he has talked to Terry at the garage and the mechanism that performs that specific function is being looked at.

c. Public Outreach Campaign – nothing to discuss at this time

6. MOTION TO ADJOURN

Jerry Stanley called for a motion to adjourn. Lisa Flores made the motion to adjourn, seconded by John Beasley. The vote was as follows: Yes – Beasley, Flores and Grantner. No – none. Abstain – none. Absent – none. The motion carried. The meeting was adjourned at approximately 4:12 p.m.

JERRY STANLEY, Chair

Carlsbad