

Estancia Valley Solid Waste Authority

Board of Directors
EVSWA Office Estancia New Mexico
Regular Meeting
August 18, 2016
3:00 AM

<u>Members Present:</u>	<u>Representing:</u>
Art DuCharme	Moriarty
Dennis Schanfeldt	Moriarty
Chester Riley	Mountainair
Roman Garcia	Vaughn
Debbie Ortiz	Encino
Larry Silva	Willard
Leanne Tapia	Torrance County
Bill Williams	Torrance County

Excused Board Members: Joy Ansley; Torrance County, George Chavez; Estancia, Sylvia Chavez; Estancia, George Dodge; Vaughn

Staff Present: Andy Miller, Manager, Danette Cabber, Office Manager and Certified Procurement Officer, Scott Guffey, Operations Supervisor,

Guests: Charlene Guffey, Joseph Ellis, Michael Godey,

Chair Bill Williams called the meeting to order at 3:00 pm. Roll call was called by Bill, a quorum was present.

Approval of Agenda:

Bill called for the approval of the Agenda, Dennis moved to approve the Agenda as presented. Seconded by Roman. Motion carried.

Approval of Minutes of Meeting:

Motion by Roman to approve the **July 21, 2016** Regular Meeting Minutes, as presented. Seconded by Art. Motion carried.

Manager's Report: Andy Miller:

Andy started his report with an update on the Safety Spirit Cook out held at the Estancia Park on August 8, 2016. Safety was the theme of the Cookout, Andy spoke about "Near Misses" and if you take those out of the equation the potential for accidents or hazards is eliminated.

Andy, Scott, and Andy Chavez attended the 3 day Class in Colorado, with a ½ day exam. National Certification of Landfill Operations. The same organization SWAN- Solid Waste Association of North America. They offer other classes. SWAN NM Chapter – in October is being held in Moriarty. They will tour our facility at the Landfill. The Hydromulcher has arrived. Andy showed photo of the C&D Cell, we received a lot of C&D from a building demolition in Estancia, and yard clean ups.

Septage Pond – Closes every few months because of loss of infiltration, Andy decided to go deeper and found some clean up that needed to be done, and the material was not breaking down the way it was supposed to. The cost is about \$8,000.00, but in the long run a good use of dollars because it will drain better and not have to be closed as often. It is one of the only facilities in the state, and Andy would like it to be a model. Eventually Andy would like to be able to sell the composted material.

Roman moved to accept the Manager's Report as presented. Seconded by Leanne. Motion carried.

Financial Report:

Andy presented the Financial Report in the Board Packet. He also provided slides with charts to show the breakdown of services and expenses. It showed a healthy financial report. The Charts are very helpful. Art moved to accept the Financial Report as presented. Roman seconded the motion. Motion carried.

Procurement Review and Update:

Nothing to report. Danette reported that there are no pending procurements, but that the Hydromulcher has arrived. September 1, 2016 there will be a demonstration and training class of the Hydromulcher.

Collection Station Update:

Andy reported that he had received a call from a County Customer, to Thank him for the Swap Shop. The customer was going through some hard times, and found some items at the Swap Shop that were very helpful to that person. It was a very nice compliment.

Proposal from Union Regarding Recycling Certificates MOU:

Andy went over the contract that the Union goes over every June. The Union wanted to modify the contract. Andy in negotiations stressed that upon approval of the EVSWA Board, would propose to allow certain employees to receive certification in recycling at one quarter and employee. Upon receiving the Certification the employee would receive a \$1.00 an hour raise. He also negotiated that this class would have to be local.

Motion to approve Memorandum of Understanding for Recycling Certification Eligibility between the Teamsters and Helpers Local Union No. 492 and Estancia Valley Solid Waste Authority regarding a change to the Recycling Certification eligibility for the Station Attendant and Roll off Driver (CDL) Required) position classifications made by Leanne. Seconded by Art.

Roll Call vote:

Art DuCharme, Yes; Roman Garcia, Yes; Debbie Ortiz, Yes; Chester Riley, Yes; Dennis Schandeldt, Yes
Larry Silva, Yes; Leanne Tapia, Yes; Bill Williams, Yes; Motion Carried.

Asset Management Plan:

Andy presented that in the EVSWA Board Packets there is an Asset Management IQ Test. Each Board Member was asked to fill this out. We received a \$50,000.00 Grant to do a comprehensive inventory of all of EVSWA's assets. This allows for the Authority to make smart business decisions, and decide what we need to make our operation run. The State will start requiring all entities who receive money to have Asset Management Plans. We are one of the first entities to receive the grant. We are hoping to get things in place and be a model for others. Richard Rose will be contracted to help with the plan, Andy will be working with him closely to make sure it meets all the criteria for the grant. This will include hard assets and equipment. There are some assets, which provide service to our partner entities which need to be added to the inventory. Andy also considers the relationships we have with regulatory agencies, and customers as part of our assets. We have to have those good working relationships to be successful.

Andy asked that the IQ Test be filled out and given to him before the end of the meeting.

Announcements:

Andy will inform the Board on the Hydromulcher demonstration date and time.
Regular Meeting September 22, 2016

Adjourn:

Dennis moved to adjourn the meeting; Leanne seconded, motion carried. Meeting adjourned at 4:20 PM.

Roman Garcia Vice Chairman

For

Bill Williams, Chairman

Debbie Ortiz

Debbie Ortiz, Secretary