



**GUAM SOLID WASTE AUTHORITY
BOARD OF DIRECTORS' MEETING MINUTES
Friday, January 14, 2022
1:07 pm- 2:32 pm
Guam Solid Waste Authority Via Video Conference**

I. Call to Order

The Guam Solid Waste Authority (GSWA) Board of Directors' meeting was called to order by Chairman Gayle at 1:07 p.m.

II. Roll Call

Board Members:

Andrew Gayle	Chairman
Minakshi Hemlani	Vice Chairwoman
Peggy Denney	Secretary
Cora Montellano	Member
Jim Oehlerking	Member

Management & Staff:

Irvin Slike	General Manager
Pedro A. Leon Guerrero Jr.	Assistant General Manager
Katherine Kakigi	Comptroller
Alicia Fejeran	Chief of Administration
Roman Perez	SWM Superintendent

Guests:

Jessie Chargualaf	Office of Senator Perez
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III. Approval of Minutes

The Board reviewed the minutes from December 2, 2021. Vice Chairwoman Hemlani made a motion to approve the minutes. Member Montellano seconded the motion. There were no comments and the motion passed unanimously.

IV. Reports

a. Management Reports

I. Operational Update

General Manager Slike stated the backlog regarding the bulk waste items was reduced to at least two weeks or less, as compared previously from the 3-4 month backlogs. He stated GSWA had a new phone system installed to help reduce the waiting time for calls. He also said there was an increase in customers signing up for online notification reminders. Chairman Gayle also listed multiple ways customers can receive notifications of any recycling delays through the GSWA website, email notification, or the mayor's office.

General Manager Slike stated continuous breakdowns with trucking equipment continued to disturb operations since the last couple of months in 2021 and into 2022. He said GSWA had addressed the issue by opening the position to hire a mechanic. He also said GSWA could reclassify the work to increase the mechanic salary, which will take some time. He also stated GSWA would have the agency



that oversees the procurement for the Government of Guam Agencies look over GSWA's bid package for new trucks. Chairman Gayle inquired about servicing the market for trucks. General Manager Slike stated the quickest solution would be to purchase diesel-fueled trucks and eventually convert to electrical to benefit long-term. Chairman Gayle suggested putting out PSA's when there are delays in pickups. General Manager Slike also stated illness due to COVID-19 is also affecting operations.

Comptroller Kakigi stated the financial reports as of November 30th. She said GSWA closed the period with a net profit of \$47,000. She stated ARPA funds of \$2.5 million were allocated towards the budgeted expenditures. She also noted a net increase of revenues of \$57,000 was primarily due to a rise in commercial fees. She stated GSWA is on track with the expenditures, and she will monitor GSWA's expenses, and after the first quarter, she will prepare all the budget modifications for the Board for the next meeting.

Comptroller Kakigi requested the Board defer the \$200,000 allocated to the Layon Landfill Reserves to go to the Layon Operations and the Harmon Haulers Station Operations due to an increase in leachate and tonnage. She stated she would have a formal request prepared for the Board at the next meeting. She presented to the Board GSWA's performance from November compared to last year, where revenues increased, personnel costs decreased, and there was an increase in contractual services. Chairman Gayle suggested GSWA consider planning for a more significant CPI increase. Comptroller Kakigi further noted the rise in GSWA's fuel cost, power utility costs, equipment replacement fund for the trucks, and PayPal fees.

Comptroller Kakigi further stated the 15-month trends for Commercial and Military fees increased by 5.8%. She also said Residential revenues increased 2.6% from the last 15-month average. She noted the critical indicator to the Board, which was GSWA's contamination rate for the curbside recycling had risen to 77% as of November 2021. Secretary Denney provided her suggestions and will look at reducing the contamination rate. Comptroller Kakigi allowed an allowance for the bad debt write-off. She stated GSWA would hire a temporary employee through Pacific Human Resource Services (PHR) to collect the bad debt.

b. Committee Reports

I. Zero Waste Round Table / Revolving Recycling Fund Subsidy

General Manager Slike sent comments in to Senator Perez's Office for the Revolving Recycling Fund legislation. Chairman Gayle stated GSWA received some feedback from Senator Perez's Office.

Chairman Gayle also said General Manager Slike discussed some comments he wanted to submit back to Senator Perez's Office.

V. Unfinished Business

a. Island Wide Trash Collection Initiative

Chairman Gayle stated General Manager Slike and his team have been preparing an operational and financial plan. He said they have been meeting with the Governor's policy and the legal team regarding legislation. Chairman Gayle said members from the CCU and GWA management are involved in creating this legislation. He stated the concept of the legislation would enable GSWA to mandate island wide collection for eligible residents, share customer information with Guam Waterworks Authority (GWA), and work with the Department of Revenue and Taxation to garnish taxes.



Chairman Gayle stated that he and General Manager Slike would present the Island Wide Collection Plan to the Governor and her team. General Manager Slike stated that GSWA hopes to receive a decision from the Government of Guam to initiate the island wide trash program by February 2022. Chairman Gayle wishes to share the outcome with the Board at the next meeting.

b. Ordot Post Closure Plan Update

General Manager Slike stated Guam Environmental Protection Agency (GEPA) issued the post-closure plan for Ordot. He stated the next step is Environmental Protection Agency (EPA) to formalize it. He also said next would be the actual hearing. The Board can expect to be updated as the process moves forward.

c. Layon Cells 1 and 2 Closure, feasibility study

General Manager Slike stated that GSWA was considering proper closure options for Cells 1 and 2. He said \$90,000 would be feasible to hire an engineering firm to introduce different closing options, reduce leachate, and find monetary benefit for the closed landfills. Chairman Gayle reminded Comptroller Kakigi to create a formal allocation or resolution to be presented to the Board.

d. Independent Accounting System

Comptroller Kakigi deferred the accounting training, which is usually in October. She stated she would attend the GFOA conference in Austin, Texas, June 5-8. She said she would benefit from the accounting software vendors because she needs to obtain multiple quotes.

VI. New Business

a. Rate Case with the PUC

Chairman Gayle stated having GSWA's rates ratified by the PUC. He also suggested having line items be transparent with rate adjustments. He summed up all the items to present to the PUC: paper statements, consideration for deposits, consideration for commercial discounts, and implementation of a lifeline rate.

VII. Executive Session

Vice Chairman Hemlani made a motion to move into executive session. Member Oehlerking seconded the motion. The motion passed unanimously.

A personnel matter was discussed during Executive Session.

VIII. Open Discussion

Chairman Gayle announced that General Manager Slike has recommended an increase in salary for Assistant GM Pedro Leon Guerrero Jr. Vice Chairwoman Hemlani made a motion to approve the recommendation to increase Assistant General Manager Leon Guerrero Jr.'s salary from \$75,000 per annum to now reflect \$90,000 per annum. Member Oehlerking seconded the motion. Chairman Gayle stated that the raise is a 20% increase. Vice Chairwoman Hemlani clarified that the recommendation was not motivated by a need to match other agencies, but because Assistant GM Leon Guerrero had a favorable performance review, the reasons for his original salary did not have a clear basis, and his duties were expected to increase. The motion passed unanimously.



General Manager Slike presented the trench method graphic to the Board to reduce costs while building for future cells and properly close cells 1 and 2. He proposed this idea of sequential closure to the Board as being the most cost-effective and environmentally sound. He eventually looks forward to the feasibility of the closure and, ultimately a master plan.

IX. Public Forum

Chairman Gayle informed the Board that Walter Leon Guerrero would help with public service announcements (PSA's) if GSWA would like to contact EPA.

X. Next meeting

The next meeting will be held via video call on February 17, 2022 at 1:00 pm

XI. Adjourn

Vice Chairwoman Hemlani made a motion to adjourn the meeting, and Secretary Denney seconded the motion. The motion passed unanimously, and the meeting adjourned at 2:32 pm.