



**GUAM SOLID WASTE AUTHORITY
BOARD OF DIRECTORS' MEETING MINUTES
Wednesday, January 22, 2020
11:00 am-12:00 pm
Guam Solid Waste Authority Conference Room**

I. Call to Order

The Guam Solid Waste Authority (GSWA) Board of Directors' meeting was called to order by Chairman Gayle at 11:14 a.m.

II. Roll Call

Board Members:

Andrew Gayle	Chairman
Minakshi Hemlani	Vice Chairwoman
Peggy Denney	Member

Management & Staff:

Larry J. Gast	General Manager
Katherine Kakigi	Comptroller
Keilani Mesa	Administrative Assistant

III. Approval of Minutes

The Board reviewed the draft minutes for the December 12, 2019 Board meeting. Vice Chairwoman Hemlani moved to approve the minutes. The motion was seconded by Member Denney and passed unanimously.

IV. Reports

a. Management Report

i. Operational Report

Comptroller Kakigi provided a printed working draft of the Trash Talk Report to the Board members for their review and input. Board member Denney stated that she conducted a training where several complaints about the phone calls to GSWA not being answered or returned and that a majority state they do not have recycle services. General Manager Gast explained to member Denney that there are only three customer service representatives who are entertaining calls, walk-ins, emails, and other work. Chairman Gayle also reminded member Denney that as a Board it is their responsibility to ensure management has the resources to meet the expectations and at this time the authority needs to ensure that the mandated items are met; however, customer service is definitely a priority and they will see what suggestions are brought up after the management audit is completed. The Board members inquired on the bulky waste collections services and Comptroller Kakigi explained that the costs to GSWA is indicated in the Trash Talk report provided. General Manager Gast stated that the management audit might bring up the services provided at the Household Hazardous Waste Facility and how residential customers are paying for the costs of the services provided. He stated the law may need to be addressed and reevaluated. General Manager Gast stated that until GSWA is completely out from under the Receivership he will not be making major changes. Comptroller Kakigi asked that the Board members review the report and provide feedback by the following Friday. Vice Chairwoman stated she would like a table of contents and page numbers to be included in the changes. Comptroller



Kakigi mentioned that there might be consideration in changing the hours of operation for the transfer stations. Member Denney stated she is confused as to why the Dededo Transfer Station was closed and that Harmon is not close to the people up north. Chairman Gayle stated that it was the cost to remediate or build that rendered that decision. Chairman Gayle stated that there are specific regulatory mandates to have a viable solid waste authority and that is what the priority is. Comptroller Kakigi asked the Board members if they would prefer a year-to-date comparison for the fiscal period and the Board members stated they don't mind the comparison to be provided. She stated she also wanted to start providing comparatives for Revenues because Revenues are always current. She informed the Board that the revenues are tracking an increase; however, cash collections are down by three percent. Comptroller Kakigi stated that DOA now has new processes for processing invoices and also required purchase orders to be created for utilities. Board member Denney inquired on the overpayments for the community benefit payments and Comptroller Kakigi explained that right now GSWA is overpaying to catch up on the previous years when the Department of Administration stopped remitting the payments. She stated the payments are made every quarter and should be caught up by this year. General Manager Gast stated that right now GSWA only has 3 months operating expenses and reserves and wants to look at building it back up in case of a Government shut-down or anything else, GSWA will still be able to operate.

ii. PUC Management Audit Update

General Manager Gast stated some information should be provided in February and a second meeting to follow in late March or early April. The final report should be done by June 2020.

b. Committee Reports

i. Legal Counsel Procurement Update

General Manager Gast stated that the contract is still pending approval by the Attorney General's office because of the wording of the budgeted funding. General Manager Gast stated he plans to call Assistant Attorney General Karl Espaldon to talk about the opinion that was issued. Chairwoman Hemlani stated that Comptroller Kakigi certified funding for \$30,000.00 per year and it is supposed to reflect up to \$100,000.00 per year. The Board members suggested changing the certified funding amount to reflect for the \$100,000.00.

ii. Recycling Revolving Fund Update

General Manager Gast stated that Mr. Glen San Nicolas inquired with him about the free disposal from the Mayor's Office and how the free service became established. No further discussion.

V. Unfinished Business

a. Cell 3 Construction Update

General Manager Gast stated that Black Construction has finally started moving forward with their work on Cell 3. There was issues with their payment request for the 1st month and he was able to negotiate and come to an agreement with management. He stated he has expressed to them that it is important to separate the different soils and clays because GSWA will not foot the bill for future needs of soil management. He stated there are some topography and surveying issues; however, GHD is assisting with remedies to these issues.



b. Court Hearing Update

Chairman Gayle stated that there are no updates at this time.

i. Post Closure Plan update and timeline

No discussion.

ii. Trustee Agreement review and approval

Tabled.

VI. New Business

None.

VII. Open Discussion

Comptroller Kakigi asked the Board members if they can approve management to redirect the funding from the Equipment Replacement Fund to be reprogrammed to fund legal services. Vice Chairwoman made a motion to redirect the \$70,000.00 from the Equipment Replacement Fund to the Contractual Services Account so that Comptroller Kakigi can certify the \$100,000.00 for legal services contract. The motion was seconded by member Denney and passed unanimously.

VIII. Public Forum

None.

IX. Next Meeting

The next Board meeting is scheduled for Wednesday, March 4, 2020 at the GSWA Conference room at 11:00 a.m.

X. Adjournment

Vice Chairwoman Hemlani moved to adjourn meeting at 12:30 p.m. The motion was seconded by Member Denney and passed unanimously.