



**GUAM SOLID WASTE AUTHORITY
BOARD OF DIRECTORS' MEETING MINUTES
Friday, May 10, 2019
11:00am-12:00pm
Guam Solid Waste Authority Conference Room**

I. Call to Order

The Guam Solid Waste Authority Board of Directors' meeting was called to order by Chairman, Andrew Gayle, at 11:09 a.m.

II. Roll Call

Board Members:

Andrew Gayle	Board Chairman
Minakshi Hemlani	Board Secretary
Dana Gutierrez	Board Member
Peggy Denny	Board Member
James Oehlerking	Board Member

Management & Staff:

Larry J. Gast	General Manager
Kathrine Kakigi	Comptroller
Alicia Fejeran	Chief of Administration
Keilani Mesa	Administrative Assistant

III. Approval of Minutes

The Board reviewed draft minutes for the April 25, 2019 Board meeting and requested for several revisions and corrections. A motion was made by Board Secretary, Minakshi Hemlani, to approve the minutes for April 25, 2019 subject to the changes. The motion was seconded by Board member Dana Gutierrez. Motion was passed.

IV. Reports

a. Management Report

GSWA Comptroller, Kathrine Kakigi, introduced a draft of a GSWA newsletter that provided financial highlights, schedules for details, highest and lowest revenue sources, tonnages, and other information regarding GSWA. Ms. Kakigi clarified that the newsletter is for internal circulation and to help boost employee morale. The reports provided were as of March 31, 2019. Comptroller Kakigi discussed the operating budget income statement and informed the Board that it includes the reserves to satisfy Federal regulations.

General Manager, Larry Gast, recommended to the Board that GSWA consider depreciating equipment annually. General Manager Gast also informed the Board that he plans to get Nationally certified for landfill operations through the Solid Waste Association of North America (SWANA) so that GSWA may eventually take over the landfill operations. Board Secretary Minakshi Hemlani commended Mr. Gast on his forward thinking and appreciated the potential savings to GSWA if they could eliminate the need for an outside vendor. Management team informed the Board that they are still working on key performance indicators for customer service, operations, and the Department of Administration to include in their reports. General Manager Gast informed the Board that the management team is also working on metrics for future quarterly reports.

Board member Gutierrez requested an Organizational chart and the management team informed the Board that they are putting one together.

b. Committee Reports



I. Personnel Transition
1. Government Classification and Compensation Plan Update

Tabled.

II. Legal Counsel Procurement

Comptroller Kakigi informed the Board that the Attorney General is willing to assign an attorney to GSWA until the agency could procure private legal counsel, but there is paperwork that needs to be submitted. Board member Gutierrez requested that she and the Comptroller have a conference call with Deputy AG Espaldon to discuss interim options for GSWA. Board member Gutierrez stated that she wants to move forward with the internal procurement and requested that Chief of Administration, Alicia Fejeran, review the draft previously used by GSWA and update it.

V. Unfinished Business

a. Cell 3 Financing

Chairman Gayle explained to the new Board members that GSWA does not have the funding in reserves to pay for the construction of cell 3 and GSWA needs to borrow money to pay for it. The option being explored is a General Obligation Bond through GEDA and Senator Sabina Perez has introduced a Bill that needs Board vote. Chairman Gayle reported that he spoke to Director of the Bureau of Budget and Management Research (BBMR), Lester Carlson Jr., who suggested that the Board be provide a Resolution and finalize review of bond agreement by the end of the month.

Board Member Jeff Oehlerking asked the amount of the bond and was advised it was \$30 million; however, the total estimated amount for the financing is about \$33 million.

b. Cell 3 Construction Negotiations

i. Value Engineering

None

ii. Additional Bidders

Chairman Gayle reported that GSWA was unable to obtain additional bidders.

c. Ordot Post Closure Completion and Financing Plan

Chairman Gayle stated the Ordot Post Closure Completion is still under Receivership.

d. Reserved Powers for the Board

Board Secretary Hemlani explained that Boards for agencies like the GMHA have statutory authority and because they are larger organizations they utilize subcommittees, but she did not think the same model could be used for GSWA since the agency was much smaller. Board Secretary Hemlani explained to new Board members that they were trying to determine what management could do without Board approval and establish policies – either based on financial amount or subject matter. The Board agreed to discuss the matter further at the next meeting.

VI. New Business

Chairman Gayle stated that he has been communicating with the Public Utilities Commission Administrative Law Judge, Frederick Horecky, and he would like the Board members to go over the draft outline of the management audit that he circulated for review. Chairman Gayle explained to the Board members what the management audit entails, how it includes a review of rates that will eventually have to be done, and how it is designed to assist GSWA. He stated that Mr. Horecky will be invited to present and speak more about the audit at the next Board meeting.

VII. Open Discussion

Board Member Oehlerking inquired on the life on cell 2, and Mr. Gast stated that it approximately has about one year and nine months left.

VIII. Public Forum

None.

IX. Next Meeting

The next Board meeting will be held on Thursday, May 23, 2019 at the GSWA Conference room at 11:00 a.m.

X. Adjournment

Board Secretary Hemlani moved to adjourn meeting at 12:44 p.m. The motion was seconded by Board Member Gutierrez and passed unanimously.