

**Blue Hills Environmental Association, Inc.**  
**Board Meeting Minutes**  
**August 29, 2019**

**In Attendance:**

Paul Ramsey  
Spence Udall  
Steve Erhart  
Ferrin Crosby  
Travis Simshauser  
Ryan Patterson  
Ray Davis

Conference Call:  
Joe Jarvis  
Robert Mackenzie

**Item #1 – Welcome**

Paul welcomed everyone and called the August 29, 2019 BHE Board Meeting to order at 7:00 AM.

**Item #2 – Approval of Minutes**

Paul asked if there were any questions for the minutes dated August 15<sup>th</sup>, 2018. Spence made a motion to approve the minutes of the August 15, 2018 board meeting. Joe seconded the motion. Voting was unanimous.

**Item #3 – Election of Officers**

Paul turned the time over to Ray. Ray reported that currently, Paul is President, Robert is Vice President and James was Secretary. Ray stated that BHE would need to replace at least James as Secretary. Ryan made a motion to leave the President and Vice President and replace James with Spence. Joe seconded the motion. No discussion. Voting was unanimous.

**Item #4 – Manager's Report**

Paul turned the time over to Ray. Ray reported the residential and commercial numbers were staying consistent. Joe asked about increasing the customer base. Ray stated BHE could go into Concho to gain more customers, if it was what the Board wanted. Joe asked about why the months were inconsistent on when the reports were ran. Ray responded it was when BHE had board meetings. Ray discussed seasonal people, which causes an influx or decrease, but numbers are consistent.

Ray reported on the three loans of BHE: currently one on the Front Load Truck, one on the Dozer and one for the Cat Roll-off Truck.

Ray reported that ADEQ awarded the Vernon transfer site with a Bronze Certificate for no NOV's since 2012. Ray reported the wells are functioning at the landfill and have been tested. No issues to report. Ray reported that the front load conversion should be completed in September and will work on selling the rear load trucks and containers to help off-set the cost to switch over.

Ray discussed the cleanups and whether to have two per year or stick with one. Steve discussed the possibility of having one for big item removals. Ray responded that BHE will be willing to help out however it was needed. Ray stated that the cleanup is usually the 2<sup>nd</sup> weekend in May. There was a discussion of cars and how to dispose of them. Steve stated he would talk to Terry Hinton and get back to BHE. Joe stated he would also like to be involved with the car cleanup discussion.

Steve had a question on the loans and rates. Ray didn't have the rates available but can get them. Steve discussed if it was beneficial to pay-off the loans or possibly consolidate the loans. Ray stated he will look around for the rates. Joe asked how BHE sells the surplus equipment. Ray stated the rear loads will be sold to a company who is just starting out. Not a huge market for a 2002 rear load truck and containers. There was discussion on keeping cash in the bank or paying off loans. Joe asked if BHE was going to have a salary increase. Ray replied that BHE has a salary schedule in place and Ray was going to stick to that schedule. Joe asked if BHE has a capital replacement plan in place. Ray stated that at this time BHE does not. They did at one point but it did not work. Ray stated he would like to have one in place. Joe offered to help get one in place. He asked about number of employees. Ray stated 27 full-time employees and six part-time employees.

#### **Item #5 – Budget Discussion**

Paul turned the time over to Ray for discussion of the budget. Ray stated salaries were high due to overtime that went on due to jobs that ran seven days per week. Steve asked if BHE plans on rate increases. Ray gave the current rates for residential, commercial and landfill accounts. There was a discussion of rate increase by dollars and percentages and how to offset the expenses occurred from capital improvements. BHE has not increased rates for about 10 years or longer. Paul questioned about Concho and going over in that area. Ray stated he can get some ideas and cost vs. customers. Travis stated BHE would need a hard boundary of what BHE would service. Steve recommended probably need a substantial list of new customers. Ryan stated if BHE can help the communities around, BHE should as long as the expansion is cost effective for BHE. There was a discussion of boundaries of what BHE should service. Ray stated he would get a boundary and see if he can get a price set.

#### **Item #6 – Report of Sideload Fire and Replacement**

Ray stated BHE had a sideload truck catch on fire that was used daily. BHE located a used sideload for sale in the valley. Ray stated he feels like it is the best option to replace the burned sideload. Paul questioned if Ray turned it over to the insurance company. Ray stated he has not but will inquire to see if it is worth it. Paul asked if there were any other concerns about equipment. Ray reported none at this time.

#### **Item #7 – Purchase of new Software**

Ray reported he has been looking into updating the software that will include tracking of vehicles, verifying service at each address, taking pictures of cans not serviced, as well as give immediate answers to the BHE office if someone was missed and the reason why missed. For example, can was not out or blocked. It also includes turn by turn navigation so any driver can do any route. Ray reported this software was \$45,000 down payment then \$4,600 service fee per month. Paul stated it all sounds great, until the price was stated. Ray stated he will continue to look at options and will see what else is available and look into other routing and software to improve customer service.

**Item #8 – Discussion of Setting the Next Board Meeting**

Paul stated BHE needs to set the next meeting. Ray reported he will set the meeting in January after the holidays. Paul said if something comes up, do not hesitate to set another meeting.

**Item #9 – Adjournment**

Paul asked for a motion to adjourn. Ryan made the motion. Steve seconded the motion. Voting was unanimous.