



**GUAM SOLID WASTE AUTHORITY  
BOARD OF DIRECTORS' MEETING MINUTES  
Wednesday, March 4, 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 11:01 a.m.

**II. Roll Call**

**Board Members:**

Andrew Gayle	Chairman
Minakshi Hemlani	Vice Chairwoman
Dana Gutierrez	Secretary
Jim Oehlerking	Member

**Management & Staff:**

Larry J. Gast	General Manager
Katherine Kakigi	Comptroller
Alicia Fejeran	Chief of Administration
Keilani Mesa	Administrative Assistant
Roman Perez	Operations
Jesse Murakami	Safety Officer

**Guests:**

Charlene Flores	Office of Senator Sabina Perez
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**III. Approval of Minutes**

The Board reviewed the draft minutes for the January 22, 2020 Board meeting. Secretary Dana Gutierrez moved to approve the minutes. The motion was seconded by Vice Chairwoman Minakshi Hemlani and passed unanimously.

**IV. Reports**

**a. Management Report**

**i. FY 2020 & FY 2021 Budget Presentation**

Comptroller Kathy Kakigi conducted a PowerPoint presentation on the status of the current FY2020 budget and the upcoming budget submission for FY2021.

She reported that the FY2020 budget was based off of the Receiver's 2016 rate model which indicated an increase in revenue; however, GSWA has not seen an increase in revenue. She stated that GSWA anticipates a \$1.4 million shortfall which was primarily contributed by projected Revenue Shortfall of \$800K and Unbudgeted Expenses of about \$600K to \$700K. Revenue was budgeted for \$19.4 million while expenses are around \$20.2 million. Although management has cut costs operationally, Comptroller Kakigi presented the Board with some recommendations which the Board and Management had discussed.



Vice chairwoman Hemlani motioned to approve management's recommendation to defer transfers to FY2020 budgeted unrestricted reserves of \$766K to pay the operational shortfall, tap the FY 2019 Unaudited Unrestricted Fund Balance of \$423K, and avoid making payments to Guam Environmental Protection Agency (GEPA) appropriation pending the review by legal counsel. Board member Jim Oehlerking seconded the motion. Motion was passed.

Comptroller Kakigi also reported that FY 2021 budget is projected to have a \$1.1 million shortfall as expenditures are expected to increase based on contractual obligations which amount to approximately \$20.6 million. Board members and Management discussed recommendations provided by management and cost saving opportunities. General Manager Larry Gast also stated that GSWA currently provides a discount to Commercial Haulers as an incentive to pay within 60 days and to not follow Public Law 25-93 which states that GSWA must collect tipping fee payments from each Commercial Hauler's individual customers. He suggested that this law be repealed. The board stated that this issue along with the GEPA appropriation should be discussed with its oversight chair.

Chairman Gayle tabled the FY2021 budget.

**ii. Operational Report**

Tabled

**iii. PUC Management Audit Update**

General Manager Gast reported on some preliminary information from the MSW consultants performing the audit. He stated that the preliminary results showed that the current residential and commercial rates are too low based on several factors. He reported that the consultants will be back on island on March 13, 2020 and that the final report to the Public Utilities Commission (PUC) should be in April 2020.

Gast also reported that he had met with the Governor and that she was interested in implementing mandatory trash collection for all single-family homes and apartments with four units or less. He stated that she was also interested in providing a lifeline rate for customers who might have hardships in making payments. Chairman Gayle stated that this could be both a good and bad thing as this will bring more revenue, but GSWA would need the infrastructure to handle the increase in customers and tonnage.

**b. Committee Reports**

**i. Legal Counsel Procurement Update**

General Manager Gast reported that he met with the Governor and followed up on the Legal Service agreement. He stated that the Attorney General's office has asked him to cancel the Legal Service RFP Contract and use Ken Orcutt of the Attorney General's Office.

Chairman Gayle asked that someone from the AG's Office send him the request or some information. General Manager Gast will follow up with the AG's Office.

**ii. Recycling Revolving Fund Update**

Tabled

**V. Unfinished Business**

**a. Cell 3 Construction Update**

Tabled



**b. Court Hearing Update**

Tabled

**i. Post Closure Plan update and timeline**

Tabled

**ii. Trustee Agreement review and approval**

Tabled

**VI. New Business**

None.

**VII. Open Discussion**

Tabled

**VIII. Public Forum**

None.

**IX. Next Meeting**

The next Board meeting is scheduled for Wednesday, April 8, 2020 at the GSWA Conference room at 11:00 a.m.

**X. Adjournment**

Vice Chairwoman Hemlani moved to adjourn meeting at 12:13 p.m. The motion was seconded by Secretary Gutierrez and passed unanimously.