



## FREMONT COUNTY SOLID WASTE DISPOSAL DISTRICT

Member of Wyoming Solid Waste and Recycling Association (WSWRA)

P.O. Box 1400  
Lander, WY 82520  
telephone 307.332.7040  
fax 307.332.5013  
trashmatters.org

### MEETING AGENDA

FREMONT COUNTY SOLID WASTE DISPOSAL DISTRICT  
BOARD OF DIRECTORS – REGULAR MEETING  
March 19, 2018 - 9:30 a.m.

#### 1. **PRELIMINARY ITEMS:**

- a. Pledge of Allegiance
- b. Roll Call: Michael Adams, Michael Morgan, Steve Baumann, Gary Weisz, Michael McDonald, Rick Klaproth, Mark Moxley, Rob Dolcater, and Gina Clingerman
- c. Declaration of Quorum
- d. Approval of Agenda

#### *ACTION REQUIRED*

- e. Public Comment / Communication from the Floor

#### 2. **CONSENT ITEMS:**

- a. Approval of the Minutes:
  - i. Regular February 2018 Board Meeting
- b. Approval of the Accounts Payable – February 2018 Invoices
- c. Acceptance of Consultants and Agreement Reports
  - i. Trihydro Corporation
  - ii. Burns and McDonnell
  - iii. Eastern Shoshoni Tribe Solid Waste – *no report submitted*
- d. Acceptance of Staff Reports
  - i. Superintendent Report

#### 3. **OTHER ITEMS OF BUSINESS:**

- a. Town of Pavillion Fee Waiver Request (Annual Cleanup) – Mayor Tex Frazier (*Discussions*)
- b. Lander Landfill Loadout & UST Project – Bid Results and Recommendation (*Discussions and Formal Action*)
- c. Semi-Tractor Bid Results and Recommendation (*Discussions and Formal Action*)
- d. Budget Committee

#### 4. **NEW BUSINESS**

#### 5. **CALL FOR ADJOURNMENT**

#### 6. **UPCOMING MEETING(S):**

- a. The Next Regularly Scheduled Meeting(s):
  - i. April 16, 2018, at 9:30 a.m.



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FREMONT COUNTY SOLID WASTE DISPOSAL DISTRICT

## Minutes of Regular Board Meeting

February 21, 2018

### 1. PRELIMINARY ITEMS:

a. – c. The regular meeting of the Fremont County Solid Waste Disposal District Board of Directors was held on the above date and called to order by CHAIRMAN MOXLEY at 9:30am. CHAIRMAN MOXLEY then led the Pledge of Allegiance and declared a quorum of the Board with the following people in attendance:

|                              |  |
|------------------------------|--|
| <u>Board Members:</u>        | Gary Weisz, Rick Klaproth, Mike Morgan, Michael Adams, Mike McDondald, Mark Moxley, Steve Baumann, Gina Clingerman, and Rob Dolcater |
| <u>Excused Member(s):</u>    | None   |
| <u>Unexcused Member(s):</u>  | None   |
| <u>Commissioner Liaison:</u> | None   |
| <u>Liaisons:</u>             | Kyle Larson (City of Riverton)   |
| <u>Attorney:</u>             | Rick Sollars (Western Law & Assoc.)  |
| <u>Staff:</u>                | Andrew Frey (Superintendent) & Linda Kummer (Bookkeeper)   |
| <u>Consultant(s):</u>        | None   |
| <u>Guest(s):</u>             | None   |

#### d. **Approval of Agenda**

STEVE BAUMANN made a motion to approve the agenda, removing the Trihydro report for discussion. MIKE MORGAN seconded the motion. **MOTION CARRIED**

#### e. **Public Comment/Communication from the Floor**

CHAIRMAN MOXLEY opened the floor to public comment. Hearing no comment, the public comment period was closed.

### 2. CONSENT ITEMS:

#### a. **Approval of Prior Meeting Minutes**

- i. January 2018, Board Meeting

#### b. **Approval of Accounts Payable – January 2018 Invoices**

#### c. **Acceptance of Consultants Reports:**

- i. Trihydro Corporation – Progress Report → **REMOVED FOR DISCUSSION**

**Discussion:** STEVE BAUMANN commented that it was inappropriate that Trihydro missed the permit application deadline by one day.

- ii. Burns and McDonnell – Progress Report
- iii. Eastern Shoshone Tribe Solid Waste – No Report Submitted

#### d. **Acceptance of Staff Reports:**

- i. Superintendent Report

### 3. OTHER ITEMS OF BUSINESS:

#### a. **Waste Characterization report – Matt Evans (*Discussion*)**

Matt Evans (Burns and McDonnell) provided the Board and those in attendance a handout summarizing his presentation and reviewed: (1.) The Presentation Overview, (2.) the Study Objectives, (3.) the Material Categories, (4.) the Sampling Plan, (5.) the Seasonality, (6.) the Waste Sort Event, (7.) the Aggregate MSW (all waste) Composition, (8.) the Lander Landfill MSW (all waste) Composition, (9.) the Riverton Transfer Station MSW (all waste) Composition, (10.) the Dubois Transfer Station MSW (all waste) Composition, (11.) the LHLV Transfer Stations MSW (all waste) Composition, (12.) the WRIR MSW (all waste) Composition, and (13.) the Considerations.

**Discussions:** (1.) The sorting crew did a great job. (2.) Approximately 26% of the current waste stream could be recycled under the current recycling model, (3.) A large volume of yard waste exists in the current waste stream, (4.) The data developed from the Waste Characterization showed that the District operates a very successful program, and (5.) Opportunities exist where the District could team with other interested groups in increasing the diversion rates.

**b. Low-Hazard Low-Volume Transfer Station Operations (*Discussion*)**

Superintendent Frey followed up with the Board following the reported safety concern at the January 2018 Board meeting regarding the limited lighting at the rural transfer stations. Upon review, the attendant of the sites has not been utilizing all of the lighting options provided.

**Discussions:** (1.) Volunteer operations of the sites should again be explored/discussed with the rural communities, (2.) Operation of the LHLV sites are heavily subsidized, but follow our current policy on providing a disposal service within 20 miles, (3.) Changes must be evaluated on whether they benefit an individual or the public, and (4.) Staff shall use all lighting options provided for their safety and the safety of the public.

**c. Shoshoni Landfill Closure Project (*Discussions and Formal Action*)**

Superintendent Frey informed the Board that the State Land and Investment Board (SLIB) Cease and Transfer grant application for the Shoshoni Landfill closure project was nearing completion and needed a few items reviewed and approved from the Board. Further, the Engineer's Estimate for the closure project is \$1,393,400 and the grant application includes a request for 75% funding from SLIB with the District picking up the remaining 25%.

**i. Resolution 04-2018**

Superintendent Frey presented Resolution 04-2018, authorizing the grant submittal and designating Superintendent Frey as the representative.

**ii. Memorandum of Agreement**

Superintendent Frey presented the Memorandum of Agreement, establishing an agreement between the District and the WDEQ-SHWD.

STEVE BAUMANN made a motion to approve Resolution 04-2018 and the Memorandum of Agreement for the Shoshoni Landfill Closure project grant application. GINA CLINGERMAN seconded the motion. **MOTION CARRIED**

**d. Lander Landfill – Groundwater Collection System Project (*Discussions and Formal Action*)**

Superintendent Frey informed the Board that there is not a power source at the new underground storage tank location and that the District will need to have power at the location to support the new underground storage tank and loadout system. Rocky Mountain Power is the electrical provider at the Lander Landfill and upon our request they sent out a representative to work with us on a route and associated agreements to install the new overhead power.

**i. Rocky Mountain Power Agreement**

Superintendent Frey presented the Rocky Mountain Power Agreement, authorizing the estimated \$42,100 cost and special monthly fee.

**ii. Rocky Mountain Power Easement**

Superintendent Frey explained to the Board that in order for Rocky Mountain Power to install the new overhead power down to the underground storage tank system, the District would have to provide an easement to Rocky Mountain Power along the proposed alignment.

MIKE MORGAN made a motion to approve the Rocky Mountain Power Agreement and the Rocky Mountain Power Easement. STEVE BAUMANN seconded the motion. **MOTION CARRIED – GARY WEISZ voted in opposition**

**Discussions:** (1.) The Rocky Mountain rates and proposed expenses are over-priced, (2.) Rocky Mountain Power is the only power option in this service district.

**e. Floating Holiday (*Discussion & Formal Action*)**

Superintendent Frey reviewed the proposed modification to the District’s Personnel Policy allowing holidays that land on non-scheduled work days to be observed within the month that they occur instead of as written in the Personnel Policy. Further, the observance day would be agreed to between staff members and their supervisor creating more scheduling flexibility with the District’s reduced staffing numbers and would not allow holiday time to be carried over from one month to another. The proposed recommendation alters Section 6.A.1., paragraph 3, as shown:

“Staff that work any other schedule than that defined above will receive an assigned day of the week month off, within the work week month the holiday occurred. The assigned day off will be decided by District management for the benefit of District operations.”

MIKE MORGAN made a motion to approve the Superintendent’s recommended language, ensuring no time off is carried from one year to another. STEVE BAUMANN seconded the motion. **MOTION CARRIED**

**f. Semi-Tractor – Request to Pursue Bids (*Discussion & Formal Action*)**

Superintendent Frey requested authorization to pursue bids for a new semi-tractor to support the District’s hauling needs (i.e. waste, liquids, soils, recyclables, etc.), creating additional redundancy in the semi-tractor fleet. He explained that the District currently owns and operates five tractors; however, some of the tractors are not appropriate for highway transport of all materials and that most are already dedicated to certain roles. Further, a major breakdown would result in delays in completing necessary functions.

**Discussions:** (1.) Used trucks are highly sought out with recent regulations and have become expensive, (2.) Current emissions and technology has reduced the reliability in heavy trucks, and (3.) Most warranty work cannot be addressed in Fremont County, instead the trucks tend to be directed to Casper.

VICE-CHAIRMAN ADAMS made a motion authorizing the Superintendent to pursue bids for a new semi-tractor. Rob Dolcater seconded the motion. **MOTION CARRIED**

**4. NEW BUSINESS**

- a. ROB DOLCATER referenced the Fremont County’s recent adoption of secondary insurance covering staff air-ambulance rides. As he understood the County review, BlueCross BlueShield does not cover air-ambulance rides. He suggested that the District look at this as an option.

**Discussions:** District Administrative staff will research the available options and work with the staff to inform them of the options and assist with registration, but the District will not pay for the coverage.

- b. STEVE BAUMANN told the Board of his opportunity to observe the new alternative cover machine in action at the Lander Landfill and thought the process is a great addition to the operations.
- c. GINA CLINGERMAN informed the Board of some personal travel upcoming that will require her to remotely attending meetings.

**5. CALL FOR ADJOURNMENT**

VICE-CHAIRMAN ADAMS made a motion to adjourn the meeting at 11:38am. MIKE MORGAN seconded the motion.

***MOTION CARRIED***

**6. UPCOMING MEETING(S):**

- a. The next Regularly Scheduled Meeting:
  - i. March 19, 2018, at 9:30am.

Respectfully submitted by,

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Andrew Frey, P.E.  
Superintendent of Operations  
Fremont County Solid Waste Disposal District

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Mark Moxley  
Board of Directors Chairman  
Fremont County Solid Waste Disposal District

Fremont County Solid Waste Disposal District  
Profit & Loss - Modified Accrual  
For February 2018  
*(with comparative data for 2016)*

|   | Feb 17            | Feb 18            | Jul-Feb 17          | Jul-Feb 18          | Budget              | YTD = 67%         |           |
|---|-------------------|-------------------|---------------------|---------------------|---------------------|-------------------|-----------|
|   |                   |                   |                     |                     |                     | % of Budget       |           |
| <b>620000 · Operations</b>                            |                   |                   |                     |                     |                     |                   |           |
| <b>620420 · Operat/Maint Fuel, Lube, Filter</b>       |                   |                   |                     |                     |                     |                   |           |
| 620421 · Fuel   | 10,432.14         | 10,729.38         | 94,558.13           | 98,546.79           | 230,000.00          | 42.85%            | YTD = 67% |
| 620420 · Operat/Maint Fuel, Lube, Filter - Other      | 2,391.16          | 1,503.82          | 18,999.59           | 17,428.29           |                     | 100.0%            | YTD = 67% |
| <b>Total 620420 · Operat/Maint Fuel, Lube, Filter</b> | <b>12,823.30</b>  | <b>12,233.00</b>  | <b>113,557.72</b>   | <b>115,975.08</b>   | <b>230,000.00</b>   | <b>50.42%</b>     | YTD = 67% |
| 620430 · Equipment Repairs                            | 2,384.57          | 20,544.01         | 47,407.64           | 72,715.50           | 300,700.00          | 24.18%            | YTD = 67% |
| 620470 · Tires/All sites                              | 290.32            | 823.40            | 18,227.73           | 25,544.79           | 25,000.00           | 102.18%           | YTD = 67% |
| 620475 · Safety                                       | 1,619.43          | 2,322.19          | 16,816.56           | 14,084.57           | 35,000.00           | 40.24%            | YTD = 67% |
| 620495 · Tools/all sites                              | 112.19            | 1,357.18          | 3,166.69            | 2,389.53            | 5,000.00            | 47.79%            | YTD = 67% |
| 620591 · Supplies/All Sites                           | 749.46            | 2,049.33          | 11,124.89           | 6,619.85            | 14,000.00           | 47.29%            | YTD = 67% |
| 620630 · Property Leases/Equip. Rents                 | 1,554.24          | 1,698.96          | 19,844.55           | 18,240.00           | 40,000.00           | 45.6%             | YTD = 67% |
| 620710 · Bale Station Repair                          | 33.12             | 0.00              | 405.17              | 11.82               | 25,000.00           | 0.05%             | YTD = 67% |
| 620711 · Baler wire                                   | 0.00              | 0.00              | 0.00                | 0.00                | 8,000.00            | 0.0%              | YTD = 67% |
| <b>Total 620000 · Operations</b>                      | <b>19,566.63</b>  | <b>41,028.07</b>  | <b>230,550.95</b>   | <b>255,581.14</b>   | <b>682,700.00</b>   | <b>37.44%</b>     |           |
| <b>630000 · Other Operating Expense</b>               |                   |                   |                     |                     |                     |                   |           |
| 630521 · Site Maintenance/All Sites                   | 2,382.81          | 573.00            | 20,772.35           | 20,905.64           | 30,000.00           | 69.69%            | YTD = 67% |
| 630690 · Transfer Stations                            | 0.00              | 29.99             | 401.52              | 909.59              | 4,000.00            | 22.74%            | YTD = 67% |
| 630695 · Wind River Res. Trnsfr Stations              | 19,178.08         | 19,178.08         | 166,438.38          | 166,438.38          | 250,000.00          | 66.58%            | YTD = 67% |
| 630730 · Recycling                                    | 15,939.99         | 2,559.57          | 112,145.80          | 104,295.69          | 226,700.00          | 46.01%            | YTD = 67% |
| 630740 · Financial Assurance Pmt.                     | 0.00              | 5.00              | 228.46              | 210.00              | 5,000.00            | 4.2%              | YTD = 67% |
| 630839 · Bad Debts                                    | 0.00              | 751.27            | 65.20               | 930.67              | 0.00                | 100.0%            | YTD = 67% |
| 630854 · Landfill Closure                             | 0.00              | 0.00              | 0.00                | 0.00                | 0.00                | 0.0%              | YTD = 67% |
| <b>Total 630000 · Other Operating Expense</b>         | <b>37,500.88</b>  | <b>23,096.91</b>  | <b>300,051.71</b>   | <b>293,689.97</b>   | <b>515,700.00</b>   | <b>56.95%</b>     |           |
| <b>640650 · Utilities/All sites</b>                   |                   |                   |                     |                     |                     |                   |           |
| 640651 · Power  | 4,783.95          | 4,538.78          | 48,200.69           | 31,495.87           |                     |                   |           |
| 640652 · Cell Phone                                   | 607.57            | 536.18            | 4,571.50            | 5,178.72            |                     |                   |           |
| 640653 · Phones                                       | 597.10            | 655.26            | 4,760.18            | 5,174.15            |                     |                   |           |
| 640654 · Water  | 4,903.69          | 2,565.75          | 48,336.72           | 63,158.67           |                     |                   |           |
| 640655 · Internet                                     | 268.75            | 315.60            | 2,199.99            | 2,511.55            |                     |                   |           |
| 640656 · Propane/Natural Gas                          | 2,049.20          | 3,049.53          | 10,736.50           | 13,418.03           |                     |                   |           |
| 640650 · Utilities/All sites - Other                  | 205.45            | 162.00            | 517.45              | 474.00              | 185,000.00          | 0.26%             | YTD = 67% |
| <b>Total 640650 · Utilities/All sites</b>             | <b>13,415.71</b>  | <b>11,823.10</b>  | <b>119,323.03</b>   | <b>121,410.99</b>   | <b>185,000.00</b>   | <b>65.63%</b>     | YTD = 67% |
| 650712 · Scale Houses                                 | 538.72            | 1,454.72          | 8,581.70            | 11,957.33           | 20,000.00           | 59.79%            | YTD = 67% |
| <b>710000 · Insurance</b>                             |                   |                   |                     |                     |                     |                   |           |
| 710640 · Insurance Liability                          | 0.00              | 0.00              | 0.00                | 0.00                | 8,000.00            | 0.0%              | YTD = 67% |
| 710645 · Insurance Property                           | 0.00              | 0.00              | 27,328.00           | 35,507.00           | 38,000.00           | 93.44%            | YTD = 67% |
| 710647 · Insurance Bonds                              | 0.00              | 0.00              | 100.00              | 100.00              | 100.00              | 100.0%            | YTD = 67% |
| <b>Total 710000 · Insurance</b>                       | <b>0.00</b>       | <b>0.00</b>       | <b>27,428.00</b>    | <b>35,607.00</b>    | <b>46,100.00</b>    | <b>77.24%</b>     | YTD = 67% |
| 850410 · Equipment Purchase                           | 4,988.55          | 0.00              | 12,096.55           | 21,500.00           | 317,845.00          | 6.76%             | YTD = 67% |
| 850414 · Infrastructure Improvements                  | 0.00              | 0.00              | 0.00                | 9,226.72            | 638,200.00          | 1.45%             | YTD = 67% |
| 850410 · Office Equipment                             | 0.00              | 0.00              | 2,402.59            | 17,311.74           | 30,000.00           | 57.71%            | YTD = 67% |
| 850855B · SLIB Grant Sandraw Expansion                | 0.00              | 0.00              | 0.00                | 0.00                | 0.00                | 0.0%              | YTD = 67% |
| 880905 · Debt Service - Interest                      | 0.00              | 0.00              | 0.00                | 0.00                | 0.00                | 0.0%              | YTD = 67% |
| 880915 · Debt Service- Principal                      | 0.00              | 0.00              | 0.00                | 0.00                | 0.00                | 0.0%              | YTD = 67% |
| <b>Total Expense</b>                                  | <b>226,983.77</b> | <b>224,919.93</b> | <b>1,999,950.86</b> | <b>2,167,730.01</b> | <b>4,728,175.00</b> | <b>46.27%</b>     | YTD = 67% |
| <b>let Ordinary Income</b>                            | <b>219,825.70</b> | <b>216,522.68</b> | <b>1,285,517.34</b> | <b>1,537,295.97</b> | <b>-81,505.00</b>   | <b>-1,886.14%</b> | YTD = 67% |
| <b>Net Income</b>                                     | <b>219,825.70</b> | <b>216,522.68</b> | <b>1,285,517.34</b> | <b>1,537,295.97</b> | <b>-81,505.00</b>   | <b>-1,886.14%</b> | YTD = 67% |

Fremont County Solid Waste Disposal District  
Profit & Loss - Modified Accrual  
For February 2018  
*(with comparative data for 2016)*

| Ordinary Income/Expense                               | Feb 17            | Feb 18            | Jul-Feb 17          | Jul-Feb 18          | Budget              | YTD = 67%     |           |
|---|-------------------|-------------------|---------------------|---------------------|---------------------|---------------|-----------|
|   |                   |                   |                     |                     |                     | % of Budget   |           |
| <b>Income</b>   |                   |                   |                     |                     |                     |               |           |
| 410210 · 3 Mill Levy Property Tax Revenue             | 101,783.15        | 109,552.43        | 1,345,300.59        | 1,256,349.55        | 1,892,870.00        | 66.37%        | YTD = 67% |
| 410214 · Auto Tax Revenue                             | 153,275.90        | 154,730.49        | 153,275.90          | 183,134.01          | 320,000.00          | 57.23%        | YTD = 67% |
| 432000 · Intergovernmental Revenue                    | 0.00              | 0.00              | 48,390.75           | 13,496.55           | 25,000.00           | 53.99%        | YTD = 67% |
| 441270 · User Fees                                    | 170,281.30        | 153,091.05        | 1,624,570.50        | 2,096,720.47        | 2,225,000.00        | 94.24%        | YTD = 67% |
| 471250 · Investment Income                            | 5,654.79          | 13,166.17         | 34,586.22           | 71,094.98           | 70,000.00           | 101.56%       | YTD = 67% |
| 480271 · Compost Sales                                | 0.00              | 312.00            | 6,571.25            | 3,443.50            | 9,500.00            | 36.25%        | YTD = 67% |
| 4802770/S · Overage (Shortage)                        | -5.00             | 1.40              | -14.45              | -343.40             | 0.00                | 100.0%        | YTD = 67% |
| 480290 · Miscellaneous Revenue                        | 6.77              | 70.00             | 2,467.38            | 843.56              | 4,300.00            | 19.62%        | YTD = 67% |
| 480290C · Recycling Revenue                           | 15,812.56         | 10,519.07         | 70,320.06           | 88,425.76           | 100,000.00          | 88.43%        | YTD = 67% |
| 499272 · Sale of Surplus Vehicles                     | 0.00              | 0.00              | 0.00                | 11,861.00           | 0.00                | 100.0%        | YTD = 67% |
| <b>Total Income</b>                                   | <b>446,809.47</b> | <b>441,442.61</b> | <b>3,285,468.20</b> | <b>3,725,025.98</b> | <b>4,646,670.00</b> | <b>80.17%</b> |           |
| <b>Expense</b>  |                   |                   |                     |                     |                     |               |           |
| 510310 · WAGES  | 87,320.24         | 82,734.35         | 728,304.34          | 736,404.59          | 1,144,000.00        | 64.37%        | YTD = 67% |
| <b>520000 · Payroll Tax &amp; Benefits</b>            |                   |                   |                     |                     |                     |               |           |
| 520320 · FICA   | 6,210.73          | 5,804.68          | 52,041.40           | 52,250.37           | 87,500.00           | 59.72%        | YTD = 67% |
| 520330 · WYOMING RETIREMENT                           | 12,140.88         | 11,533.25         | 98,761.74           | 97,931.27           | 158,080.00          | 61.95%        | YTD = 67% |
| 520340 · HEALTH BENEFITS                              | 24,708.46         | 21,845.06         | 191,419.09          | 191,598.55          | 369,300.00          | 51.88%        | YTD = 67% |
| 520350 · WORKER'S COMPENSATION                        | 2,837.91          | 2,664.07          | 25,445.94           | 20,660.61           | 36,800.00           | 56.14%        | YTD = 67% |
| 520360 · UNEMPLOYMENT INSURANCE                       | 0.00              | 0.00              | 2,098.73            | 7,362.64            | 15,000.00           | 49.08%        | YTD = 67% |
| <b>Total 520000 · Payroll Tax &amp; Benefits</b>      | <b>45,897.98</b>  | <b>41,847.06</b>  | <b>369,766.90</b>   | <b>369,803.44</b>   | <b>666,680.00</b>   | <b>55.47%</b> |           |
| <b>530000 · Travel, Seminars &amp; Training</b>       |                   |                   |                     |                     |                     |               |           |
| 530620 · Board Travel/Seminars                        | 132.66            | 12.00             | 2,219.53            | 2,054.15            | 8,000.00            | 25.68%        | YTD = 67% |
| 530630 · Staff Travel, Seminars & Training            | 262.13            | 458.34            | 5,344.17            | 4,710.11            | 12,000.00           | 39.25%        | YTD = 67% |
| <b>Total 530000 · Travel, Seminars &amp; Training</b> | <b>394.79</b>     | <b>470.34</b>     | <b>7,563.70</b>     | <b>6,764.26</b>     | <b>20,000.00</b>    | <b>33.82%</b> |           |
| <b>540000 · Contractual Services</b>                  |                   |                   |                     |                     |                     |               |           |
| 540700 · Engineering                                  | 13,920.81         | 15,049.78         | 137,552.76          | 246,104.24          | 330,000.00          | 74.58%        | YTD = 67% |
| 540840 · Audit/Acctg Fees                             | 0.00              | 0.00              | 9,950.00            | 9,950.00            | 9,950.00            | 100.0%        | YTD = 67% |
| 540842 · Public Information                           | 0.00              | 4,028.70          | 1,587.78            | 7,503.22            | 10,000.00           | 75.03%        | YTD = 67% |
| 540844 · Accountant                                   | 1,102.50          | 472.50            | 17,730.00           | 13,815.00           | 35,000.00           | 39.47%        | YTD = 67% |
| 540846 · Misc.Contract Services                       | 0.00              | 0.00              | 0.00                | 0.00                | 18,000.00           | 0.0%          | YTD = 67% |
| 540850 · Attorney Fees                                | 600.00            | 600.00            | 5,908.93            | 8,768.59            | 20,000.00           | 43.84%        | YTD = 67% |
| <b>Total 540000 · Contractual Services</b>            | <b>15,623.31</b>  | <b>20,150.98</b>  | <b>172,729.47</b>   | <b>286,141.05</b>   | <b>422,950.00</b>   | <b>67.65%</b> |           |
| <b>550000 · Other Admin. Expenses</b>                 |                   |                   |                     |                     |                     |               |           |
| 550610 · Office Expense                               | 237.57            | 648.23            | 3,521.72            | 4,435.55            | 7,000.00            | 63.37%        | YTD = 67% |
| 550611 · Postage                                      | 0.00              | 14.45             | 1,401.80            | 317.46              | 4,000.00            | 7.94%         | YTD = 67% |
| 550612 · Advertising                                  | 125.00            | 708.00            | 2,251.95            | 1,584.40            | 5,000.00            | 31.69%        | YTD = 67% |
| 550616 · Office Equip.- Maint. & Repairs              | 557.21            | 129.00            | 6,036.49            | 5,902.86            | 10,000.00           | 59.03%        | YTD = 67% |
| 550635 · Bank fees                                    | 817.18            | 814.72            | 7,940.16            | 10,091.51           | 13,000.00           | 77.63%        | YTD = 67% |
| <b>Total 550000 · Other Admin. Expenses</b>           | <b>1,736.96</b>   | <b>2,314.40</b>   | <b>21,151.92</b>    | <b>22,331.78</b>    | <b>39,000.00</b>    | <b>57.26%</b> |           |



## memorandum

**To:** Andy Frey, P.E., Superintendent, Fremont County SWDD  
**From:** Ken Schreuder, P.E., P.G.  
**cc:** Fremont County SWDD Board  
**Date:** February 13, 2018  
**Re:** Project Updates for March 19, 2018, Board Meeting

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The following information is provided to update the Board of the Fremont County Solid Waste Disposal District (District) regarding the status of various projects that are being managed by Trihydro Corporation (Trihydro), and associated activities associated with the Wyoming Department of Environmental Quality (DEQ), Solid and Hazardous Waste Division (SHWD), Water Quality Division (WQD), and Air Quality Division (AQD).

### **Sand Draw, Shoshoni, Lander, and Dubois Landfills – FY 2014-2015 Monitoring (Task Order 10-017 / Trihydro Project 09Y-008-003)**

The next semiannual groundwater monitoring events for the Dubois, Lander, Sand Draw, and Shoshoni landfills are tentatively scheduled for the week of April 2, 2018.

The WDEQ/AQD determined that the Title V operating permit renewal application was complete on December 4, 2017, and provided a “permit shield.” The permit shield means that the District will not be considered to be in violation if the WDEQ/AQD doesn’t complete its technical review and issue a draft permit before the current permit expires on June 6, 2018. The annual emission inventory for the Sand Draw Landfill was uploaded to the WDEQ/AQD’s impact database on February 23, 2018. A paper copy of the inventory was delivered to WDEQ/AQD on March 1, 2018.

### **Ongoing Technical Assistance (Task Order 10-018 / Trihydro Project 09Y-005-004)**

Technical assistance activities during the previous month included:

- Prepared the monthly report for the monthly Board meeting.
- The active area at the Lander Landfill was surveyed, and an air space utilization rate was provided to the Superintendent.

### **Sand Draw Landfill – Water Balance Cover and Lifetime Operating Permit (Task Order 10-019 / Trihydro Project 09Y-001-005)**

Trihydro is working on responses to the initial technical review comments provided by the WDEQ/SHWD, and anticipates resubmitting the application in March or early April of 2018.





Andy Frey, FCSWDD  
March 12, 2018  
Page 2

**Lander Landfill – Water Balance Cover and Lifetime Operating Permit (Task Order 10-020 / Trihydro Project 09Y-009-002)**

The lifetime operating permit application was received by the WDEQ/SHWD on February 2, 2018. The completeness review of the application is anticipated by April 3, 2018.

**Shoshoni Landfill – Water Balance Cover and Closure Permit (Task Order 10-021 / Trihydro Project 09Y-004-002)**

The closure permit application for the Shoshoni Landfill was submitted to the WDEQ/SHWD on December 5, 2017. The application was deemed complete by the WDEQ/SHWD on February 2, 2018. The technical review of the application is anticipated by May 5, 2018.

**Dubois Landfill – Lifetime Operating Permit (Task Order 10-022 / Trihydro Project 09Y-011-001)**

The WDEQ/SHWD determined that the lifetime operating permit renewal application was complete and technically adequate on January 28, 2018. Superintendent Frey is taking the lead on the public notice requirements, and Trihydro has prepared the copies of the final permit application document.

**Additional Information**

Please let us know if you have any questions or need additional information. You can call me on my cell phone (307-330-7737), send me an email ([kschreuder@trihydro.com](mailto:kschreuder@trihydro.com)), or stop by our office at 388 Main Street, Suite C, in Lander. Thank you.

**END OF MEMORANDUM**

# Memorandum



Date: March 9, 2018  
To: Andy Frey, PE, Fremont County Solid Waste Disposal District  
From: Matt Evans, PE  
Subject: Progress Report – March, 2018

The following provides an update on work completed by Burns & McDonnell since the last Progress Report.

### *Capacity Audits*

Capacity audit reports have been completed and were included in the November 2017 board report.

### *Technical Engineering Assistance*

Burns & McDonnell completed the following technical services since the last progress report was submitted:

- Super block retaining wall options assessment and discussion with Superintendent
- Progress reports are prepared, and project management related to the overall administration of the project are completed as part of this task.

### *Capital Improvement Plan Modeling*

The annual Capital Improvement Plan and budget model review will begin in March. The model will be updated with next year's budget, operational changes that occurred this past year, and updated construction timing for future large construction projects based on the capacity audit's completed in October. A annual presentation of the CIP modeling results will likely be at the May or June Board meetings.

### *Waste Characterization*

The waste characterization report has been completed. The results of the study were presented at the February 21, 2018 Board Meeting.

### *Groundwater Monitoring System Assessment*

This task is on hold.

### *Leachate Management System Design, Bid Administration, and Construction Support*

Burns & McDonnell has completed the design of a new leachate loadout system for the Lander Landfill. A pre-bid conference was held at the Lander Landfill on February 20<sup>th</sup>. Bids were received on March 1<sup>st</sup>. The apparent low bidder is Patrick Construction. Construction is scheduled for this summer's construction season.

## Memorandum *(continued)*



March 9, 2018

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Burns & McDonnell appreciates the opportunity to work with the District. If there are any questions regarding this progress report or work that is being completed, please do not hesitate to contact me at 952-656-3629 or [maevans@burnsmcd.com](mailto:maevans@burnsmcd.com) at your earliest convenience.



## FREMONT COUNTY SOLID WASTE DISPOSAL DISTRICT

Member of Wyoming Solid Waste and Recycling Association (WSWRA)

P.O. Box 1400  
Lander, WY 82520  
telephone 307.332.7040  
fax 307.332.5013

Fremont County Solid Waste Disposal District

### Superintendent Report

March 19, 2018

#### Office/Staff/Board/Inter-Government

##### Office:

1. The calculated annual tonnages and cost per ton is as follows (calculated using revenues, expenses, and tonnages):
  - a. 2013 = \$139.96 & 31,472 total tons
  - b. 2014 = \$176.43 & 27,562 total tons
  - c. 2015 = \$99.44 & 31,890 total tons
  - d. 2016 = \$103.22 & 29,659 total tons
  - e. 2017 = \$102.26 & 33,483 total tons

##### Staff:

1. February 28 & March 1, 2018 – The District received their annual **PCB & Hazardous Waste Identification training** (by Peak Environmental).
2. March 14, 2018 – The Superintendent will be attending an annual **8-hr HAZWOPER refresher** course.
3. April 10, 2018 – The District Superintendent, Accounting Manager, two Crew Chiefs, and two Lead Operators will be receiving the second annual **Human Resources training** (8-hr) through LGLP. This year there will be six modules (last year there were seven modules) and for this year the modules are: Accident Investigation, ADA What Supervisors Need to Know, Behavior Based Safety for Supervisors, Handling Employee Complaints, Hiring Legally, and Preventing Discrimination in the Workplace.
4. May 16 & 17, 2018 – The District **annual safety training** refresher has been scheduled and will be provided by LGLP.

##### Board:

1. March 2018 – The following represents the current list of **Board Committees and Members**:
  - a. Recycling Committee: Mark Moxley, Gary Weisz, Rick Klapproth, and Mike Morgan.
  - b. Health Benefit and Wage Committee: Gina Clingerman, Rick Klapproth, Gary Weisz, and Mike Adams.
  - c. Rate Committee: Gina Clingerman, Rob Dolcater, Gary Weisz, and Mike McDonald.
  - d. Budget Committee: Mark Moxley, Rob Dolcater, Gary Weisz, and Mike McDonald.

##### Inter-Government:

1. Federal:
  - a. Lander Landfill – Geotechnical Testing and Borrow Area:
    - i. September 2016 – Phone calls and emailed correspondence was submitted to the **Lander Army National Guard** requesting permission to conduct geotechnical

testing on soils on the lands adjacent to the Lander Landfill in preparation of a potential borrow source request. The emailed correspondence was then forwarded to their planning section the same day.

- ii. September 9, 2016 – An emailed response was received from the Wyoming Army National Guard directing us not to conduct any geotechnical testing until the appropriate authorizations were acquired.
- iii. September 9, 2016 – An email was received indicating that they were working on our request.
- iv. March 7, 2017 – A follow-up email was submitted by the District to see where the process was and if any additional information was needed.
- v. March 7, 2017 – An email was received directing the District to submit a letter to a specific contact with an explanation of our interest.
- vi. March 30, 2017 – A detailed letter was submitted to the US Army requesting permission to conduct geotechnical testing along with a number of maps identifying the specific locations.
- vii. May 26, 2017 – A follow-up email was submitted to the Army requesting an update. No response was received to the email.
- viii. June 7, 2017 – A series of phone calls were made to the Army, followed by discussions on the project. Somehow the letter and emails could not be located by the primary contact, but the documents were resubmitted.
- ix. July 12, 2017 – A representative from the Army National Guard was onsite to look over the area in question. This is in conjunction to the submitted Environmental Assessment survey that was submitted earlier this month.
- x. November 2017 – An email was submitted to them requesting an update.
- xi. March 2018 – The District awaits communication back. An email was submitted March 12, 2018, requesting an update on the status.

2. State: *No Updates*

3. County: *No Updates*

4. Municipalities: *No Updates*

## Regulatory/Engineering/Legal/General Consultants

### Regulatory

1. WDEQ – Solid and Hazardous Waste Division:
  - a. **Shoshoni Landfill Closure Permit** – has completed the WDEQ-SHWD Final Completeness Review and the District is working on the public notice component.
  - b. **Dubois** Transfer Station Permit, Landfill Permit, and MSW Landfill Permits – has completed the Technical Adequate review and Final Completeness review and the District is working on the public notice component.
  - c. **Lander Landfill – Groundwater Collection System Project** – Patrick Troxel has approved the District moving ahead with the project and committed to reviewing

this portion of our permit application first to offer comment as needed. He did require renaming of the project and the compromised name is as shown above.

#### Engineering

1. Burns and McDonnell:
  - a. ***Underground Storage Tank (UST) Project at the Lander Landfill***: Sealed bids were submitted to the District and on March 1, 2018, were publically opened. This will be discussed in detail at the March 2018 Board meeting.
  - b. ***FY 2018-2019 Operating Budget***: They are working on task order expenses for the upcoming budget.
2. Trihydro:
  - a. ***FY 2018-2019 Operating Budget***: They are working on task order expenses for the upcoming budget.

Legal:      *No Updates*

#### General Consultants:

1. **Rocky Mountain Power:**
  - a. February and March 2018 – Notice of the approval for the ***new overhead power installation*** was provided and a meeting with the new field routing representative was held to clarify the new route. An updated cost estimate was developed by them and there appears to be a small savings in comparison to the previous estimate. We are working with the Burns & McDonnell surveying group to complete the easement.
  - b. March 2018 – I again reached out to Rocky Mountain Power to request another power review in an ***attempt to lower our power expenses*** for the baler system. They have contractors who handle these types of reviews and after this request they have a group evaluating our options...
2. Wind River Indian Reservation:
  - a. December 2017 – After stopping at the old ***Eastern Shoshone Attorney General's Office*** in Fort Washakie it was found that they relocated near the Joint Tribal Center. While visiting with the secretary/administrative assistant it was discovered that the EST has been without an Attorney General since July 2017. They have an Acting/interim Attorney General hired on in a part-time fashion. His contact information was received and an email was sent to him making him aware of the timeline for the current EST/FCSWDD agreement.
  - b. January 2018 – I again stopped into the ***EST Attorney General's Office*** and found that there has still not been an Attorney General hired. In order to keep on schedule I was able to receive their Council's email addresses and sent out an email asking for an opportunity to have the District meet with them to discuss the solid waste contract and provided the expiration date for the current agreement. There has not been any response as of 2/13/2018.

Sites/Operations/Equipment:

Sites:

1. Shoshoni Landfill – February 26, 2018, the grant application was submitted to the State Land and Investment Board for review and consideration. The District will likely not hear anything back from SLIB for a few months...

Operations:

1. Lander Landfill Groundwater Collection System Hauling:
  - a. 10/29/2017 – 11/30/2017: realized savings of approximately **\$7,500** both in the hauling costs and disposal costs of the liquids.
  - b. 12/1/2017 – 12/31/2017: realized savings of approximately **\$9,000** both in the hauling costs and disposal costs of the liquids.
  - c. 1/1/2018 – 1/31/2018: realized savings of approximately **\$7,000** both in the hauling costs and disposal costs of the liquids.
  - d. 2/1/2018 – 2/28/2018: realized savings of approximately **\$7,000** both in the hauling costs and disposal costs of the liquids.

Equipment:

1. March 2018 – The District advertised for, and received sealed bids for a **new semi-tractor**. This will be discussed in detail at the March 2018 Board meeting.

Miscellaneous/Upcoming Work & Events/Work in Progress: No Updates

Work in Progress:

1. March 2018 – An onsite meeting was held with a Power Systems Specialist from Wyoming Machinery to **discuss the idea of housing an onsite generator at the Riverton Transfer Station to provide the necessary power for the baling system**. We are also trying to determine if we can get natural gas delivered to the site for use in fueling the generator setup.
2. 2018 Household Hazardous Waste & Chemical Waste Cleanup Event:
  - a. June 23, 2018 – The date had to be selected for the **2018 Household Hazardous Waste and Chemical Cleanup Event**. This year the event will be hosted in the Riverton area (i.e. Riverton Transfer Station). The date was reserved with Veolia and the first planning meeting with the community partners has been set for March 2, 2018, at the Lander Landfill Office.
  - b. March 2, 2018- The first meeting with the event partners was held at the Lander Landfill. Those in attendance were the BLM, City of Lander, Fremont Co. Weed & Pest, and WDEQ.

Thank you,



Andrew Frey, P.E.

Superintendent of Operations

Fremont County Solid Waste Disposal District