



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
April 16, 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 March 2018 Board Meeting
- b. Approval of the Accounts Payable – March 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. Commercial, Auto, and Property Insurance – Rates (*Discussions*)
- b. Blue Cross Blue Shield Health Benefit Renewal Rate Increase – Tim Robeson [Tegeler] (*Discussions*)
- c. Roll-Off Containers – Bids (*Discussions and Formal Action*)
- d. Executive Session – Potential Litigation (*Discussions and Formal Action*)
- e. Wind River Indian Reservation Solid Waste Negotiation Committee – Development (*Discussions*)

4. NEW BUSINESS

5. CALL FOR ADJOURNMENT

6. UPCOMING MEETING(S):

- a. The next Regularly Scheduled Meeting(s):
 - i. May 21, 2018, at 9:30 a.m.
- b. The next Special Meeting(s):
 - i. October 24, 2018, at 9:30a.m. (Financial Audit Report Presentation)



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FREMONT COUNTY SOLID WASTE DISPOSAL DISTRICT

Minutes of Regular Board Meeting

March 19, 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 Klapproth, Mike Morgan, Michael Adams, Mark Moxley, Steve Baumann, and Rob Dolcater
<u>Excused Member(s):</u>	Gina Clingerman and Mike McDonald
<u>Unexcused Member(s):</u>	None
<u>Commissioner Liaison:</u>	Jennifer McCarty
<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>	Tex Frazier and Bruce Dodley

d. **Approval of Agenda**

STEVE BAUMANN made a motion to approve the agenda, removing the Burns and McDonnell report for discussion. GARY WEISZ seconded the motion. **MOTION CARRIED**

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

CHAIRMAN MOXLEY opened the floor to public comment. Hearing no comment, the 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
- ii. Burns and McDonnell – Progress Report → **REMOVED FOR DISCUSSION**

Discussion(s): STEVE BAUMANN requested additional information on the work that Burns and McDonnell is completing on our retaining walls. Superintendent Frey explained that the District has been using concrete “super blocks” along with internally designed anchor systems for around ten years in the construction of various loading docks and retaining walls, and the work that Burns and McDonnell is completing is calculating the potential for failures with the structures.

- iii. Eastern Shoshone 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

Pavillion Mayor Tex Frazier asked the Board to consider allowing their community a trade opportunity to assist with an upcoming community cleanup event. He offered to have the Town of Pavillion assist the District in maintaining the transfer station entrance road with their motor-grader and operator for a period of time equal to the amount of the disposal fee generated from the community's cleanup event waste disposal delivered to the Pavillion Transfer Station.

Discussions: (1.) Anticipated waste generation is expected to be two loads. (2.) The community cleanup event will be held April 6, 2018.

SECRETARY/TREASURER RICK KLAPROTH made a motion to accept the trade offer from the Town of Pavillion to provide assistance with the Pavillion Transfer Station entrance road maintenance in exchange for waived disposal fees of a similar value. Further, the District Attorney and the Superintendent will develop a Memorandum of Understanding for the exchange. VICE-CHAIRMAN MIKE ADAMS seconded the motion. **MOTION CARRIED**

b. Lander Landfill Loadout & UST Project – Bid Results and Recommendation

Superintendent Frey updated the Board on the project, stating that the District advertised for and received sealed bids for the Lander Landfill Loadout and UST Project. Sealed bids were received and opened publically March 1, 2018. Two bids were received:

- Patrick Construction at \$371,000, and
- DR Concrete at \$399,257

The low bid was received from Patrick Construction. In review of their bid documents, it was determined that all of the required documents were submitted. As a note, Patrick Construction completed the Dubois MSW Landfill Closure project back in 2012 and did a wonderful job.

Superintendent Frey recommended that the Lander Landfill Loadout & UST Project be awarded to Patrick Construction in the amount of \$371,000.

Discussion(s): (1.) The lead time on the UST will dictate the overall construction schedule. (2.) The UST cost is approximately \$120,000.

STEVE BAUMANN made a motion to approve the Superintendent's recommendation. VICE-CHAIRMAN MIKE ADAMS seconded the motion. **MOTION CARRIED**

STEVE BAUMANN made a motion to approve the Notice to Proceed. VICE-CHAIRMAN MIKE ADAMS seconded the motion. **MOTION CARRIED**

c. Semi-Tractor Bid Results and Recommendation

Superintendent Frey updated the Board on the Semi-Tractor bidding process. Informing them that after the February 2018 Board meeting, the District reached out to the semi-tractor providers in the state to see what the current State Semi-Tractor bid was to evaluate if a "piggy-back" opportunity existed and if it was in the best interest of the District. The District also advertised for and received sealed bids that were due March 16, 2018, and publically opened.

After the bid opening, the Mechanic and Crew Chiefs were consulted to offer their opinion on the equipment. The bid results were:

<u>Bidding Party</u>	<u>Type</u>	<u>Base Bid</u>	<u>Bid w/Alt Bid Options</u>
CMI-Teco	Mack *	\$119,239	\$122,002
Peterbilt	Peterbilt	\$147,999	No Alt Bid Items
Submitted			
Jack's Trucks #1	Freightliner	\$134,288	\$139,073
Jack's Trucks #2	Western Star	\$136,888	\$141,673
Jack's Trucks #3	Freightliner * **	\$127,589	\$133,839

* 13 Liter engine – smaller than that required within the bid specifications

** State of Wyoming “piggy-back” option

The bids were reviewed to ensure all required documentation was provided, the requested exceptions (and supporting documentation), overall cost, delivery timeframe, and local support for warranty work. Two bids were received requesting an exception to the 565-hp engine, both offering a 13-liter engine. One of these is the Mack, the lowest bid option by \$11,837. It was determined that the 13-liter engine may not handle our workload long-term.

The current fiscal year operating budget the District allocated \$150,000 for the purchase of a new semi-tractor and that all of the bid options fell under this amount – driven by large truck ordering around the nation.

Superintendent Frey requested that the Board authorize the purchase of a new semi-tractor based on the final determination of the most appropriate truck, not to exceed \$141,673.

Discussion(s): (1.) Bids that do not meet the developed specifications should not be considered as they are not conforming to the requirements or the fleet needs.

STEVE BAUMANN made a motion to authorize the Superintendent to purchase a new semi-tractor with a value not to exceed \$141,673. ROB DOLCATER seconded the motion. **MOTION CARRIED**

4. NEW BUSINESS

- a. STEVE BAUMANN asked for an update on GINA CLINGERMAN.

Discussion: GINA CLINGERMAN contacted the District this morning and she was pulled in another direction for personal needs this morning, but she confirmed that everything is going well.

- b. GARY WEISZ asked for an update on the Tribal Solid Waste status.

Discussion: (1.) District Attorney Sollars explained that the Eastern Shoshoni Tribe recently hired a new Attorney General and that Superintendent Frey has provided them a copy of the existing solid waste agreement. (2.) The Tribal transfer stations are being operated in a fair manner, some concern with the report within the Waste Characterization of higher than normal electronic waste in the waste stream.

5. CALL FOR ADJOURNMENT

SECRETARY/TREASURER RICK KLAPROTH made a motion to adjourn the meeting at 10:00am. GARY WEISZ seconded the motion. ***MOTION CARRIED***

6. UPCOMING MEETING(S):

- a. The next Regularly Scheduled Meeting:
 - i. April 16, 2018, at 9:30am.

Respectfully submitted by,

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

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

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

	Mar 17	Mar 18	Jul-Mar 17	Jul-Mar 18	Budget	YTD = 75%	
Ordinary Income/Expense						% of Budget	
Income							
410210 · 3 Mill Levy Property Tax Revenue	22,358.69	18,618.13	1,367,659.28	1,274,967.68	1,892,870.00	67.36%	YTD = 75%
410214 · Auto Tax Revenue	0.00	0.00	153,275.90	183,134.01	320,000.00	57.23%	YTD = 75%
432000 · Intergovernmental Revenue	0.00	0.00	48,390.75	13,496.55	25,000.00	53.99%	YTD = 75%
441270 · User Fees	197,824.00	192,278.20	1,822,394.50	2,288,997.42	2,225,000.00	102.88%	YTD = 75%
471250 · Investment Income	7,611.07	11,054.49	42,197.29	82,149.47	70,000.00	117.36%	YTD = 75%
480271 · Compost Sales	186.00	0.00	6,757.25	3,443.50	9,500.00	36.25%	YTD = 75%
480277O/S · Overage (Shortage)	1.00	0.70	-13.45	-342.70	0.00	100.0%	YTD = 75%
480290 · Miscellaneous Revenue	3,697.22	1,030.00	6,164.60	1,873.56	4,300.00	43.57%	YTD = 75%
480290C · Recycling Revenue	6,737.90	1,818.69	77,057.96	90,244.45	100,000.00	90.24%	YTD = 75%
499272 · Sale of Surplus Vehicles	0.00	0.00	0.00	11,861.00	0.00	100.0%	YTD = 75%
Total Income	238,415.88	224,800.21	3,523,884.08	3,949,824.94	4,646,670.00	85.0%	
Expense							
510310 · WAGES	86,184.91	81,419.11	814,489.25	817,823.70	1,144,000.00	71.49%	YTD = 75%
520000 · Payroll Tax & Benefits							
520320 · FICA	6,140.23	5,837.64	58,181.63	58,088.01	87,500.00	66.39%	YTD = 75%
520330 · WYOMING RETIREMENT	11,701.29	11,330.18	110,463.03	109,261.45	158,080.00	69.12%	YTD = 75%
520340 · HEALTH BENEFITS	22,076.66	21,847.34	213,495.75	213,445.89	369,300.00	57.8%	YTD = 75%
520350 · WORKER'S COMPENSATION	2,801.02	2,617.16	28,246.96	23,277.77	36,800.00	63.26%	YTD = 75%
520360 · UNEMPLOYMENT INSURANCE	0.00	0.00	2,098.73	7,362.64	15,000.00	49.08%	YTD = 75%
Total 520000 · Payroll Tax & Benefits	42,719.20	41,632.32	412,486.10	411,435.76	666,680.00	61.71%	
530000 · Travel, Seminars & Training							
530620 · Board Travel/Seminars	14.39	12.00	2,233.92	2,066.15	8,000.00	25.83%	YTD = 75%
530630 · Staff Travel, Seminars & Training	220.72	149.28	5,564.89	4,859.39	12,000.00	40.5%	YTD = 75%
Total 530000 · Travel, Seminars & Training	235.11	161.28	7,798.81	6,925.54	20,000.00	34.63%	
540000 · Contractual Services							
540700 · Engineering	14,867.39	13,139.52	152,420.15	263,230.98	330,000.00	79.77%	YTD = 75%
540840 · Audit/Acctg Fees	0.00	0.00	9,950.00	9,950.00	9,950.00	100.0%	YTD = 75%
540842 · Public Information	309.60	597.20	1,897.38	8,100.42	10,000.00	81.0%	YTD = 75%
540844 · Accountant	1,080.00	1,260.00	18,810.00	15,075.00	35,000.00	43.07%	YTD = 75%
540846 · Misc.Contract Services	0.00	0.00	0.00	0.00	18,000.00	0.0%	YTD = 75%
540850 · Attorney Fees	600.00	600.00	6,508.93	9,368.59	20,000.00	46.84%	YTD = 75%
Total 540000 · Contractual Services	16,856.99	15,596.72	189,586.46	305,724.99	422,950.00	72.28%	
550000 · Other Admin. Expenses							
550610 · Office Expense	621.16	203.35	4,142.88	4,638.90	7,000.00	66.27%	YTD = 75%
550611 · Postage	169.19	1,108.00	1,570.79	1,425.46	4,000.00	35.64%	YTD = 75%
550612 · Advertising	309.60	747.00	2,561.55	2,331.40	5,000.00	46.63%	YTD = 75%
550616 · Office Equip.- Maint. & Repairs	159.22	136.14	6,195.71	6,039.00	10,000.00	60.39%	YTD = 75%
550635 · Bank fees	829.19	1,310.45	8,769.35	11,401.96	13,000.00	87.71%	YTD = 75%
Total 550000 · Other Admin. Expenses	2,088.36	3,504.94	23,240.28	25,836.72	39,000.00	66.25%	

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

	Mar 17	Mar 18	Jul-Mar 17	Jul-Mar 18	Budget	YTD = 75% % of Budget	
620000 · Operations							
620420 · Operat/Maint Fuel, Lube, Filter							
620421 · Fuel	13,205.18	10,968.88	107,763.31	109,515.67	230,000.00	47.62%	YTD = 75%
620420 · Operat/Maint Fuel, Lube, Filter - Other	2,830.39	760.46	21,829.98	18,188.75		100.0%	YTD = 75%
Total 620420 · Operat/Maint Fuel, Lube, Filter	<u>16,035.57</u>	<u>11,729.34</u>	<u>129,593.29</u>	<u>127,704.42</u>	230,000.00	55.52%	YTD = 75%
620430 · Equipment Repairs	6,145.69	2,817.96	53,553.33	75,533.46	300,700.00	25.12%	YTD = 75%
620470 · Tires/All sites	1,210.66	76.65	19,438.39	25,621.44	25,000.00	102.49%	YTD = 75%
620475 · Safety	5,821.81	5,164.72	22,638.37	19,249.29	35,000.00	55.0%	YTD = 75%
620495 · Tools/all sites	0.00	260.55	3,166.69	2,650.08	5,000.00	53.0%	YTD = 75%
620591 · Supples/All Sites	872.61	-2,015.89	11,997.50	4,603.96	14,000.00	32.89%	YTD = 75%
620630 · Property Leases/Equip. Rents	0.00	1,660.53	19,844.55	19,900.53	40,000.00	49.75%	YTD = 75%
620710 · Bale Station Repair	0.00	225.48	405.17	237.30	25,000.00	0.95%	YTD = 75%
620711 · Baler w/lre	0.00	0.00	0.00	0.00	8,000.00	0.0%	YTD = 75%
Total 620000 · Operations	<u>30,086.34</u>	<u>19,919.34</u>	<u>260,637.29</u>	<u>275,500.48</u>	682,700.00	40.36%	
630000 · Other Operating Expense							
630521 · Site Maintenance/All Sites	4,819.18	2,518.18	25,591.53	23,423.82	30,000.00	78.08%	YTD = 75%
630690 · Transfer Stations	0.00	12.73	401.52	922.32	4,000.00	23.06%	YTD = 75%
630695 · Wind River Res. Trnsfr Stations	21,232.88	21,232.88	187,671.26	187,671.26	250,000.00	75.07%	YTD = 75%
630730 · Recycling	25.98	5,698.51	112,171.78	109,994.20	226,700.00	48.52%	YTD = 75%
630740 · Financial Assurance Pmt.	0.00	0.00	228.46	210.00	5,000.00	4.2%	YTD = 75%
630839 · Bad Debts	0.00	0.00	65.20	930.67	0.00	100.0%	YTD = 75%
630854 · Landfill Closure	0.00	0.00	0.00	0.00	0.00	0.0%	YTD = 75%
Total 630000 · Other Operating Expense	<u>26,078.04</u>	<u>29,462.30</u>	<u>326,129.75</u>	<u>323,152.27</u>	515,700.00	62.66%	
640650 · Utilities/All sites							
640651 · Power	3,307.70	3,407.58	51,508.39	35,103.45			
640652 · Cell Phone	575.95	536.91	5,147.45	5,715.63			
640653 · Phones	601.88	650.67	5,362.06	5,824.82			
640654 · Water	6,061.29	3,506.29	54,398.01	66,664.96			
640655 · Internet	267.33	315.60	2,467.32	2,827.15			
640656 · Propane/Natural Gas	1,237.15	1,661.39	11,973.65	15,079.42			
640650 · Utilities/All sites - Other	154.02	0.00	671.47	474.00	185,000.00	0.26%	YTD = 75%
Total 640650 · Utilities/All sites	<u>12,205.32</u>	<u>10,078.44</u>	<u>131,528.35</u>	<u>131,689.43</u>	185,000.00	71.18%	YTD = 75%
650712 · Scale Houses	3,095.00	1,757.72	11,676.70	13,715.05	20,000.00	68.58%	YTD = 75%
710000 · Insurance							
710640 · Insurance Liability	9,349.00	7,837.00	9,349.00	7,837.00	8,000.00	97.96%	YTD = 75%
710645 · Insurance Property	0.00	-19.00	27,328.00	35,488.00	38,000.00	93.39%	YTD = 75%
710647 · Insurance Bonds	0.00	0.00	100.00	100.00	100.00	100.0%	YTD = 75%
Total 710000 · Insurance	<u>9,349.00</u>	<u>7,818.00</u>	<u>36,777.00</u>	<u>43,425.00</u>	46,100.00	94.2%	YTD = 75%
850410 · Equipment Purchase	6,810.30	5,132.50	18,906.85	26,632.50	317,845.00	8.38%	YTD = 75%
850414 · Infrastructure Improvements	0.00	0.00	0.00	9,226.72	638,200.00	1.45%	YTD = 75%
850410 · Office Equipment	0.00	0.00	2,402.59	17,311.74	30,000.00	57.71%	YTD = 75%
850855B · SLIB Grant Sandraw Expansion	0.00	0.00	0.00	0.00	0.00	0.0%	YTD = 75%
880905 · Debt Service - Interest	0.00	0.00	0.00	0.00	0.00	0.0%	YTD = 75%
880915 · Debt Service- Principal	0.00	0.00	0.00	0.00	0.00	0.0%	YTD = 75%
Total Expense	<u>235,708.57</u>	<u>216,482.67</u>	<u>2,235,659.43</u>	<u>2,408,399.90</u>	4,728,175.00	50.94%	YTD = 75%
Net Ordinary Income	<u>2,707.31</u>	<u>8,317.54</u>	<u>1,288,224.65</u>	<u>1,541,425.04</u>	-81,505.00	-1,891.2%	YTD = 75%
Net Income	<u>2,707.31</u>	<u>8,317.54</u>	<u>1,288,224.65</u>	<u>1,541,425.04</u>	-81,505.00	-1,891.2%	YTD = 75%



memorandum

To: Andy Frey, P.E., Superintendent, Fremont County SWDD
From: Ken Schreuder, P.E., P.G.
cc: Fremont County SWDD Board
Date: April 9, 2018
Re: Project Updates for April 16, 2018, Board Meeting

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). The information provided is generally limited to activity during the previous month.

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

The spring semiannual groundwater monitoring events for the Dubois, Lander, Sand Draw, and Shoshoni landfills are being completed this week (April 9-13, 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. We are awaiting a response from the WDEQ/AQD regarding the status of the application.

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

Technical assistance activities during the previous month included:

- Prepared a project status report for the monthly Board meeting.
- Provided budget planning support 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. A draft of the revised permit application will be provided to the Superintendent for review this month (April).



Andy Frey, FCSWDD
April 9, 2018
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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. WDEQ/SHWD correspondence dated March 20, 2018, indicated that the application was complete. The WDEQ/SHWD/s technical review is anticipated by June 18, 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. The Superintendent is taking the lead on the public notice requirements, and Trihydro has provided copies of the final permit application document. No further work on this project is anticipated by Trihydro.

Additional Information

The WDEQ/SHWD presented proposed rule changes to the Water & Waste Advisory Board (W&WAB) at its March 29, 2018 meeting. The proposed changes to Solid Waste Chapter 4 “Construction/Demolition Landfills” and Chapter 6 “Transfer, Treatment, and Storage Facilities” were not approved as proposed, and will be reconsidered at the W&WAB’s next meeting, which is tentatively scheduled for June of 2018. Trihydro will continue to monitor the proposed changes and their potential impact on the FCSWDD, and provide updates to the Superintendent.

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), or stop by our office at 388 Main Street, Suite C, in Lander. Thank you.

END OF MEMORANDUM

Memorandum



Date: April 9, 2018
To: Andy Frey, PE, Fremont County Solid Waste Disposal District
From: Matt Evans, PE
Subject: Progress Report – April, 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. The first step for completing the 2018 capacity audits is to complete the annual topographical surveys of the four landfills in July 2018. William H. Smith and Associates, Inc. will complete the surveying.

Technical Engineering Assistance

Burns & McDonnell did not complete technical engineering assistance services since the last progress report was submitted other than preparation of progress reports and project management related to the overall administration of the project.

Capital Improvement Plan Modeling

The annual Capital Improvement Plan and budget model review began 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 audits completed in October. An 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

Patrick Construction was awarded the project. A pre-construction conference was held on April 4th at the Lander Landfill. The construction schedule will be dictated by the delivery lead time for the underground storage tanks, which is anticipated to be in June or July of this year. Once construction is started it is anticipated that construction will take approximately one month to complete.

Memorandum *(continued)*



April 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 at your earliest convenience.

Fremont County Solid Waste Disposal District
Superintendent Report
April 16, 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
 - f. 2018 = \$107.99 & 6,708 total tons (first quarter of 2018)

Staff:

1. April 2018 – following the approval of the **Safety Incentive Program** in April 2015 and the implementation July 1, 2015, the Riverton Area staff (i.e. Riverton Transfer Station and the Sand Draw Landfill) has not had a single lost-time accident/incident → **2 years and 9 months**, and the Lander Area staff (i.e. Lander Landfill, Dubois Landfill, and the rural transfer stations) had one lost-time accident early on, but has now made it **2 years and 2 months!!**
2. 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.
3. 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 Klaproth, and Mike Morgan.
 - b. Health Benefit and Wage Committee: Gina Clingerman, Rick Klaproth, 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.

2. April 25, 2018 – this is the date that I would like to **meet with the Budget Committee** for the first time to review the current budgeting status. Susan Brodie and I have met a few times to develop the framework and I have met the with the District supervisors to review their requests.

Inter-Government:

1. Federal (Army National Guard):
 - a. Lander Landfill – Geotechnical Testing and Borrow Area:
 - i. Discussions/correspondence started in late 2016 requesting permission to access the land directly south of the Lander Landfill to conduct geotechnical testing with a goal of identifying additional soils that would be suitable for the planned alternative cover system for the Lander Landfill upon closure (i.e. Evapo-Transpiration Closure Design). Since then we have completed the required applications, met with their representatives, submitted application payments, provided drawings and descriptions of our intended testing. There have been multiple follow-up calls and emails from our group to ensure we have not missed any requirements and to see if we needed to do anything else to keep the process moving ahead. Last month (i.e. March 2018) another email was submitted and they responded with a timeline of around another month before we would receive the final agreements.
2. State: *No Updates*
3. County: *No Updates*
4. Municipalities: *No Updates*

Regulatory/Engineering/Legal/General Contractors

Regulatory

1. WDEQ – Solid and Hazardous Waste Division:
 - a. **Shoshoni Landfill Closure Permit** – the WDEQ-SHWD completed the Final Completeness Review, the District completed the public notice requirements and submitted proof of compliance in a letter April 9, 2018.
 - b. **Dubois** Transfer Station Permit, Landfill Permit, and MSW Landfill Permits – the WDEQ-SHWD completed both the Completeness Review and the Technical Adequacy review, and the District has completed the public notice requirements for the first round and submitted proof of compliance in a letter April 6, 2018.
 - 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. The WDEQ-SHWD completed the Completeness Review and the District is working on the public notice requirements.

Engineering

1. Burns and McDonnell:
 - a. **Underground Storage Tank (UST) Project at the Lander Landfill:** The project is moving ahead on schedule.
 - b. **20-Year Capital Improvement Model:** B&M have recently started to develop the staff and equipment allocation spreadsheets.

Legal: *No Updates*

General Contractors:

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...
 - c. April 2018 – the week of April 2, 2018, we again met with Rocky Mountain Power to look at the staked route of their **easement** and discussed the idea of slightly altering **the location of the last power pole** to ensure the distance is within 100-ft of the power panels for the UST project.
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.

- c. April 2018 – the new **Attorney General for the EST** responded to an email regarding the solid waste agreement. They are reviewing the current agreement and will be letting us know when they may be able to meet.

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 = approximately **\$7,500**.
 - b. 12/1/2017 – 12/31/2017: realized savings = approximately **\$9,000**.
 - c. 1/1/2018 – 1/31/2018: realized savings = approximately **\$7,000**.
 - d. 2/1/2018 – 2/28/2018: realized savings = approximately **\$7,000**.
 - e. 3/1/2018 – 3/31/2018: realized savings = approximately **\$7,500**.

Equipment:

1. April 2018 – The District has advertised for, and will receive sealed bids for up to seven new roll-off containers. The bids are due April 19, 2018, and if the Board is open to this expenditure we will need to order them during April 2018 to meet the end of our fiscal year. This will be discussed in detail at the April 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**.
 - a. April 2018 – **Black Hills Energy** sent a representative to meet with us onsite to look at the needs, the routing of the gas line (which is an option), and are working to develop a cost estimate for the installation of the line and the associated rates based on the estimated consumption. We are also working with the idea that we will heat the primary building with natural gas in lieu of propane.
 - b. April 2018 – **Wyoming Machinery** is working to refine budgetary costs for the potential purchase of a natural gas fueled generator power system.
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.
3. April 2018 – the **2017 Financial Audit** with DM-T is being planned and the dates coordinated. They will be conducting their field work the week of September 17, 2018, and their Financial Audit Report Presentation will be October 24, 2018, at 9:30am.
4. **Underground Storage Tank (UST) Project at the Lander Landfill:** The project was awarded to Patrick Construction at the March 2018 Board meeting. Since that time the Bid Award, Agreement, and Notice to Proceed have been executed. On April 4, 2018, a Preconstruction Meeting was held here at the Lander Landfill. Following the meeting Patrick Construction, WH Smith, and I conducted another walk-around and discussed the final pole placement staking. All project documents have the original contract dates; however, as discussed the UST delivery timeline will dictate the overall project schedule.
5. **Security System(s):** The week of April 2, 2018, we met with two different security consultants to review security and monitoring options. Based on the discussions I am developing budgetary numbers and have developed a draft request for proposals document that can be used next fiscal year.

Thank you,



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