



FREMONT COUNTY SOLID WASTE DISPOSAL DISTRICT

Member of Wyoming Solid Waste and Recycling Association (WSWRA)

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FREMONT COUNTY SOLID WASTE DISPOSAL DISTRICT

Minutes of Regular Board Meeting

September 16, 2013 at 9:30 AM

1. The regular meeting of the Fremont County Solid Waste Disposal District Board of Directors was held on the above date and time; called to order by Chairman Mike Adams at 9:30 a.m. Chairman Adams led the Pledge of Allegiance. Chairman Adams declared a quorum of the Board, with the following people in attendance.

Board Members:	Richard Klapproth, Mike Adams, Barbara Gardner, Steve Baumann, Jeff Hermansky, Gary Weisz, Mike Morgan, and Jerry Crews
Excused Members:	Travis Brockie
Commissioner Liaison:	Doug Thompson (absent)
City of Lander Liaison:	Dick Hudson
Consultants:	Ken Schreuder (Trihydro)
Attorney:	Rick Sollars (Western Law Assoc.)
Staff:	Superintendent Andrew Frey, Bookkeeper Linda Kummer and Assistant Superintendent Ben Gonzales
Guests:	Josh Scheer (County 10), Ryan Ortiz WREQC) and Bruce Leven (Wyoming Waste)

The meeting Consent Agenda was presented to the Board for approval. RICHARD KLAPROTH made the motion to approve the agenda, and received a second by BARBARA GARDNER. MOTION CARRIED.

e. Public Comment/Communication from the Floor

Chairman Adams opened the floor to public comments. Hearing no comments, the comment period was closed.

2. CONSULTANT AND AGREEMENTS REPORTS:

a. Trihydro Corporation - Ken Schreuder

Mr. Schreuder discussed the highlights from his Progress Report. See the Trihydro Progress Report for further information.

Discussions: (1) Potentially closing the Lander Landfill when it reaches capacity, and turning it into a transfer station. (2) Petroleum contaminated soils generated by the Fremont County School District #1.

b. Wind River Environmental Quality Commission - Ryan Ortiz

Mr. Ortiz informed the Board that the WRIR has requested bids for the equipment they intend to use in the operation of their transfer stations. The bids are due by the end of September, following review by the WREQC, the USDA will also review them prior to approving the expenditures.

Discussions: (1) The hours of operation at the WRIR sites. (2) Cleanup of the illegal dumping around the reservation and at the transfer station - the WREQC has completed cleanup activities around the Fort Washakie transfer station and are currently working on the Ethete site. (3) Enforcement of disposal fees at the WRIR sites – currently all enrolled members are not being charged the disposal fees at the sites, instead the Tribes are subsidizing the missed revenue when paying the fees over the District scales.

c. Task Order Requests for F.Y. 2013-14

a. Marketing – Not-to-Exceed \$10,000.00

Superintendent Frey informed the Board that Task Order 2013-2014-01 for Ongoing Marketing and Communication Consulting was in their Board Packet for consideration.

MIKE MORGAN moved, and STEVE BAUMANN seconded the motion to approve Task Order 2013-2014-01 for Ongoing Marketing and Communications Consulting, Not-to-Exceed \$10,000.00. MOTION CARRIED.

3. STAFF REPORTS:

a. Superintendent Report – August 2013

Superintendent Frey presented the Superintendent Report for September 2013.

Discussions: (1) SLIB grant for Lander Landfill leachate pond. (2) Efforts from the Fremont County Solid Waste Disposal District and Wyoming Game and Fish for animal proof containers for the Atlantic City/South Pass area. (3) Redesign and construction of the free recycling area at the Lander Landfill. (4) The cost of shipping the recyclables, and the location shipped.

4. CONSENT ITEMS:

a. Approval of the Minutes

b. August 2013 – Accounts Payable.

5. OTHER ITEMS OF BUSINESS:

a. Nominations for the Local Government Liability Pool (LGLP) Board

1. One County Commissioner Position and one At-Large Position – nominations due 10/31/13

Superintendent Frey informed the Board that he had received a letter from LGLP requesting a vote for the open positions.

GARY WEISZ moved, and MIKE MORGAN seconded the motion to vote for the person(s) that have already been nominated. MOTION CARRIED.

b. Lander Landfill Expansion Investigation Project.

Mr. Baumann informed the Board that the Special Committee met and reviewed the Proposals submitted by Trihydro/HDR and Burns and McDonnell. Mr. Baumann continued by stating both Proposals were excellent and making a decision was difficult. The recommendation from the committee was to award the work to Trihydro/HDR. It was also recommended to alter the project scope to first complete an efficiency evaluation on the Districts entire operation.

MIKE MORGAN moved, and GARY WEISZ seconded the motion to award the project to Trihydro/HDR. MOTION CARRIED.

c. Engineering Consultant Selection Discussions.

d. Board Discussions:

1. Budgeted Items: Bathrooms at the two Bale Stations and ADA for Lander Office @ \$35,000.00, Wash Bay for Lander Shop @ \$35,000., 3 cisterns (i.e. wash bay, extra for office building, bathroom at the Lander Landfill) @ \$8,000. Each. HVAC systems for the two Bale Stations @ \$40,000.00.

Discussions: (1) With the recent decision to evaluate the Districts operations, these work items were tabled until the review is complete. (2) RFQ for an architectural analysis of the Districts building need.

MIKE MORGAN moved, and GARY WEISZ seconded the motion to approve the RFQ for an architectural analysis. MOTION CARRIED.

e. Other New Business

i. Mr. Crews requested to have the "Marketing" line item title changed to "Public Information", as he feels it better represents what the District is doing with the money.

JERRY CREWS moved, and MIKE MORGAN seconded the motion to change the "Marketing" line item title the "Public Information". MOTION CARRIED.

ii. Superintendent Frey requested guidance from the Board on how best to handle requests from other governmental agencies, such as the County's Vehicle Maintenance, the WY DOT, etc., for having their disposal fees waived – the Board agreed that all agencies must pay their disposal fees.

iii. Superintendent Frey requested guidance from the Board on how they would like to proceed with the District's Policy and Managerial Guideline authoring – the Board requested that red-lined, draft documents be submitted to them for review.

iv. Mr. Morgan requested an update on the status of the newly approved administrative position – Superintendent Frey intends to continue working on drafting an updated job description and advertising following completion of the District's Policies, Managerial Guideline, and the documents for the Operational Efficiency Evaluation.

v. Mr. Klaproth requested an update on the employee review process – Superintendent Frey relayed on to the Board that all of the employee reviews have been completed, aside from two employees that have remained out on medical leave. Further, the evaluations were all completed by the Superintendent and the employee's supervisor, and that on average the review consumed between two and three hours for each individual.


f. Call for Adjournment

GARY WEISZ moved, and BARBARA GARDNER seconded the motion to adjourn the meeting at 11:00 a.m. MOTION CARRIED.

g. Upcoming Meetings

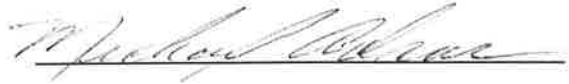
i. The next Regularly Scheduled Meeting: October 21, 2013 at 9:30 a.m.

Respectfully Submitted by,



Linda Kummer
Bookkeeper
Fremont County Solid Waste Disposal District

Approved by,



Michael Adams
Board of Directors Chairman
Fremont County Solid Waste Disposal District