

Superintendent
Andrew Frey, P.E.



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

January 20, 2014 at 9:30 AM

1. The regular meeting of the Fremont County Solid Waste Disposal District 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, Mike Dimick, Mike Morgan, Jerry Crews, and Gary Weisz
Excused Members:	Mark Moxley
Commissioner Liaison:	Doug Thompson
City of Lander Liaison:	Dick Hudson
Consultants:	Ken Schreuder (Trihydro)
Attorney:	Rick Sollars (Western Law Assoc.)
Staff:	Superintendent Andrew Frey, Assistant Superintendent Ben Gonzales and Bookkeeper Linda Kummer
Guests:	Ryan Ortiz (WREQC), and Bruce Leven (Wyoming Waste)

The meeting Consent Agenda was presented to the Board for approval. MIKE MORGAN made a motion to approve the agenda, the motion received a second by GARY WEISZ. MOTION CARRIED.

e. Introduction of New Board Members

Chairman Adams introduced the District's new Board Member Mike Dimick from Riverton.

f. Election of Board Officers

a. Chairman

RICHARD KLAPROTH moved, and MIKE MORGAN seconded the motion to nominate Mike Adams for Chairman. MOTION CARRIED.

b. Vice-Chairman

MIKE MORGAN nominated Jerry Crews for Vice-Chairman. Mr. Crews declined the nomination.

GARY WEISZ moved, and STEVE BAUMANN seconded the motion to nominate Mike Morgan for Vice-Chairman. MOTION CARRIED.

c. Treasurer

GARY WEISZ moved, and BARBARA GARDNER seconded the motion to nominate Richard Klapproth for Secretary/Treasurer. MOTION CARRIED.

g. 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. Wind River Environmental Quality Commission - Ryan Ortiz

Mr. Ortiz updated the Board on the solid waste operations.

Discussions: (1) Delivery of equipment is scheduled for the end of February.

3. STAFF REPORTS:

a. Superintendent Report – December 2013

Superintendent Frey presented the Superintendent Report for December 2013.

Discussions: (1) House Bill 66 should go in front of the House in February or March. (2) Superintendent Frey attended a health insurance meeting with the Commissioners. (3) Lysite volunteers need to attend the Hazard Waste training in February. (3) The Lysite Transfer Station pilot program was discussed, limiting the number of volunteers to five, and allowing the recycling credit.

MIKE MORGAN moved, and GARY WEISZ seconded the motion to limit the number of volunteers at the transfer stations to five. MOTION CARRIED.

4. CONSENT ITEMS:

a. Approval of the Minutes.

b. December 2013 – Accounts Payable.

5. OTHER ITEMS OF BUSINESS:

a. Board Member Documents for the New Year

1. Facsimile Request.

Superintendent Frey informed the Board that all Board members need to sign the Facsimile Request.

2. Authority to Open Deposit Accounts.

Superintendent Frey informed the Board that all Board members need to sign the Authority to Open Deposit Accounts for all three bank accounts; U.S. Bank, Wells Fargo and Central Bank and Trust.

3. Authority to Open Deposit Accounts.

Superintendent Frey informed the Board that the Treasurer will need to sign for, and Board action will be needed to allow the Superintendent of Operation, Assistant Superintendent, and Office Manger to sign checks.

STEVE BAUMANN moved, and MIKE MORGAN seconded the motion authorizing the Superintendent of Operations, Assistant Superintendent, and Office Manager to sign checks. MOTION CARRIED.

4. Individual Bank Authority Forms

Superintendent Frey informed the Board that bank authority forms need every Board member to sign for all three banks; U.S. Bank, Wells Fargo and Central Bank and Trust.

5. Expense/Mileage Reimbursement Forms

i. Business mileage for 2014 is \$0.56 per mile

Superintendent Frey informed the Board that the IRS mileage rate for 2014 is set at \$0.56.

b. Preventative Maintenance Contract of Overhead Door at all sites (i.e. 20 overhead doors)

Superintendent Frey informed the Board that the District has received two bids for a preventative Maintenance contract on all of the District overhead doors. The bid from Overhead Door was in the amount of \$9000.00, and the bid from Freedom Garage Door was in the amount of \$9732.00.

MIKE MORGAN moved, and STEVE BAUMANN seconded the motion to accept a two year Preventative Maintenance Contract with Overhead Doors for all District overhead doors in the amount of \$9000.00. MOTION CARRIED.

c. Request for Purchase on Front-End Loaders (x2)

Superintendent Frey requested approval from the Board to request bids for two front end loaders.

Discussions: (1) Maintenance agreement. (2) Possible trade of a front-end loader.

MIKE MORGAN moved, and RICHARD KLAPROTH seconded the motion to authorizing the Superintendent to request bids on two front-end loaders. MOTION CARRIED.

d. Policy Discussions:

1. Personnel Policy

Superintendent Frey informed the Board that in the Board packets was the most recent draft of the Personal Policy for their review.

Discussions: (1) Instead of on floating holiday use ½ day on Christmas Eve and ½ day on New Year's Eve. (2) Removing part-time employees from receiving sick time. (3) Adding 457 Deferred Compensation, public employee retirement.

MIKE MORGAN moved, and STEVE BAUMANN seconded the motion to accept the Personal Policy Handbook as written, with the following changes: removing the floating holiday and replacing it with ½ day on Christmas Eve and ½ day on New Year's Eve, in section 8.A.1 page 11 removing part-time employees from receive sick leave, adding 457 Deferred Compensation, public employee retirement, as a pretax retirement. Gary Weisz Opposed. MOTION CARRIED.

STEVE BAUMANN moved, and GARY WEISZ seconded the motion to change the holiday listing to change Martin Luther King Day to President Day. MOTION CARRIED.

STEVE BAUMANN moved, and GARY WEISZ seconded the motion to move the February Board meeting on February 17, 2014 to February, 19, 2014. MOTION CARRIED.

2. Safety Policy

Superintendent Frey informed the Board that in the Board packets was the most recent draft of the Safety Policy for their review.

Discussions: (1) Baler stations being included in the noise exposure list.

MIKE MORGAN moved, and STEVE BAUMANN seconded the motion to accept the Safety Policies/Procedures Guidance Manual as written, including the baler stations in the noise exposure list. MOTION CARRIED.

3. Managerial Guideline

Superintendent Frey informed the Board that in the Board packets was the most recent draft of the Managerial Guidelines for their review.

STEVE BAUMANN moved, and BARBARA GARDNER seconded the motion to accept the Managerial Guidelines as written. MOTION CARRIED.

e. Other New Business

There was no new business.

6. Additional Consultant and Agreements Report

a. Trihydro Corporation – Ken Schreuder

1. Progress Report

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

2. FCSWDD Operational Efficiency Evaluation – Task II Report and Presentation

Mr. Schreuder gave an oral presentation on the Phase 2 draft Operational Efficiency Evaluation report.

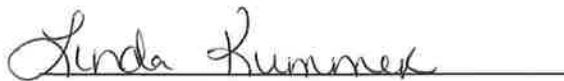
c. Call for Adjournment

RICHARD KLAPROTH moved, and BARBRA GARDNER seconded the motion to adjourn the meeting at 1:55 p.m. MOTION CARRIED.

d. Upcoming Meetings

i. The next Regularly Scheduled Meeting is February 19, 2014 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