



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 15, 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, Mike McDondald, and Mark Moxley
<u>Excused Member(s):</u>	Gina Clingerman, Rob Dolcater
<u>Unexcused Member(s):</u>	Steve Baumann
<u>Commissioner Liaison:</u>	None
<u>Liaisons:</u>	None
<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**

VICE-CHAIRMAN ADAMS made a motion to approve the agenda, correcting the Previous Meeting Minutes to read "Julie Freese was to be contacted for more information on the HIPAA training" as per Commissioner McCarty via email. GARY WEISZ seconded the motion. **MOTION CARRIED**

e. **Election of Officers**

MIKE MORGAN made a motion to nominate MARK MOXLEY as Board Chairman. GARY WEISZ seconded the motion. **MOTION CARRIED**

MIKE MORGAN made a motion to nominate MIKE ADAMS as Vice-Chairman. GARY WEISZ seconded the motion. **MOTION CARRIED**

GARY WEISZ made a motion to nominate RICK KLAPROTH as Secretary/Treasurer. MIKE MORGAN seconded the motion. **MOTION CARRIED**

f. **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. December 2017, Board Meeting

b. **Approval of Accounts Payable – December 2017 Invoices**

c. **Acceptance of Consultants Reports:**

- i. Trihydro Corporation – Progress Report
- 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. **2018 IRS Mileage Reimbursement Rate - \$0.545 (Discussion)**

Superintendent Frey asked the Board to submit their 2017 mileage reimbursements to Camille as soon as possible. Further, he informed them that the 2018 IRS mileage rate is set at \$0.545.

b. **New Year/Board – Resolutions (Discussion & Formal Action)**

i. **Proposed Resolution 01-2018 – Authorized Depositors**

Superintendent Frey informed the Board that Resolution 01-2018 authorizes the listed banks to receive deposits from the District and that all of the financial institutions were listed on one resolution this year to simplify the process.

ii. **Proposed Resolution 02-2018 – Authorized Account Signers**

Superintendent Frey informed the Board that Resolution 02-2018 identifies the individuals authorized to sign District documents. He added that two signatures are required for all financial documents and that at least one of them must be a Board member.

iii. **Proposed Resolution 03-2018 – Authorized Facsimile Signatures (State of Wyoming requirement)**

Superintendent Frey informed the Board that Resolution 03-2018 is a requirement by the State of Wyoming and registers the listed Board members.

MIKE MORGAN made a motion to approve resolutions 01-2018, 02-2018, and 03-2018 with corrected dates. GARY WEISZ seconded the motion. **MOTION CARRIED**

Discussions: (1.) MIKE MCDONALD asked for clarification as to why other banks are not being listed within the approved banking institutions. Further, he was concerned that some of the banks currently on the approved list send the money out of county. MIKE MORGAN felt that unless there is a financial reason to change the approved banks, then the resolution should remain the same. He also pointed out that local banks employ local people and that bank interest rates remain low.

c. **Low-Hazard Low-Volume Transfer Stations – Hours (Discussions)**

CHAIRMAN MOXLEY informed the Board that he had received a request to have this added as a discussion item to discuss what had been reported as limited site lighting, creating a safety concern.

Discussions: (1.) Superintendent Frey explained to the Board what has been provided for use to illuminate the rural transfer stations into the dark portion of the evening. First off, the lights of the pickup can and should be used to illuminate the roll-off containers where waste is unloaded. Second, the pickup has LED lights mounted on a light rack that face behind the pickup towards the recycling trailer. Third, the mechanic constructed another portable LED light system mounted on a magnet that can be used to illuminate any portion of the site with the light plugged into the pickup and a long chord. Fourth and last, the attendant has been issued a head-lamp. (2.) Superintendent Frey also reminded the Board of how the operational hours were developed. The hours were established following community meetings where the rural citizens wanted site access after they finished their jobs for the day and traveled home. (3.) Gary Weisz felt the sites were not well enough lit and suggested installation of a power pole with an overhead light for the Shoshoni Transfer Station. He also suggested that the Shoshoni and Missouri Valley sites have their operational hours changed to open at 10am and close at

4pm during the fall time change. (4.) MIKE MORGAN stated that the District's financial situation would certainly allow for the purchase of a portable light plant if this was deemed necessary. VICE-CHAIRMAN ADAMS agreed. (5.) Superintendent Frey requested time to investigate the situation further before any formal Board action was taken. A report will be provided by next Board meeting.

d. Health Benefit (*Discussions*)

Superintendent Frey informed the Board that the expiration date for the District's Health Benefit is May 31, 2018; and if it is the intent of the Board to request and review competitive bids, the process would need to begin soon. He went on to say that the soonest the District could receive a renewal rate with the current provider would be late in March.

Discussions: (1.) VICE-CHAIRMAN ADAMS asked for the Superintendent's recommendation. (2.) Superintendent Frey explained that as an employee receiving coverage under the current health benefit, it would be desirable to maintain the current policy since all of the employees have started to finally understand the requirements and are becoming comfortable. He then explained that as the Superintendent of the District, the realized savings of around \$70,000 per year has been good for the District's financial standing, so he recommended staying with the current provider with the same policies. (3.) MIKE MORGAN stated that the current policy is a non-traditional policy with the HSA and HRA components that has allowed the District to realize savings along with the employees. Further, if the rates increase then the District can adjust as needed. (4.) The Board agreed that there is no sense in changing just to change.

e. Lander Landfill Underground Storage Tank Project – Request to Pursue Bids (*Discussion & Formal Action*)

Superintendent Frey informed the Board that the Lander Landfill UST project design and specifications have been completed and the information has been submitted for review with the landfill's lifetime operating permit with the WDEQ-SHWD. The new system will replace the existing archaic system, it will provide additional storage and operational ease, be more protective of the environment, and is consistent with the future plans to develop a pipeline to the City of Lander's WWTP. The current estimated timeframe for the project is around six months due to long lead times for certain items. The most recent engineer's estimate is \$340,000, well within the budgeted \$600,000. Continuing with the project with a goal of having the project start during the ideal construction period would require bidding the project within the next month.

MIKE MORGAN made a motion to authorize the Superintendent to advertise for, request, and receive bids for the Lander Landfill UST project. MIKE MCDONALD seconded the motion. **MOTION CARRIED**

f. Trihydro: Sand Draw Operating permit Application Change Order Request – Time Extension (*Discussion & Formal Action*)

Superintendent Frey informed the Board that Trihydro had submitted a change order request for the Sand Draw Landfill Lifetime Operating Permit application, extending the task order until January 31, 2019, with no additional compensation included in this change order request. He recommended approving the request.

VICE-CHAIRMAN ADAMS made a motion to approve the change order as presented. GARY WEISZ seconded the motion. **MOTION CARRIED**

4. NEW BUSINESS

- a. Superintendent Frey informed the Board that the County Audit Review Committee has decided to use DM-T for one last year since it is an election year. They are in agreement that it will be put out for bid/proposal next year.

Discussions: The Board consensus was to remain with DM-T for one last year.

- b. Superintendent Frey informed the Board that prior to each monthly meeting he has historically sent out the draft Board meeting packets to the liaisons and recently discussed with the District Attorney to better understand if the "draft" documents should be public information since there had been no review for accuracy. The District Attorney felt that this matter should be discussed with the Board to hear their perspective, but does not think that unapproved documents should be made public information.

Discussions: (1.) CHAIRMAN MOXLEY expressed concern with the liaisons not attending the meetings and requesting the full unapproved packets. (2.) MIKE MORGAN suggested that the Board move away from mailing out hard copies of the meeting packets and only sending them out electronically. This change will save the District money and it appears that most Board members review electronically already. (3.) SECRETARY/TREASURER KLAPROTH agreed with sending out electronically as he does not always receive the hard copies prior to the meeting. (4.) The Board agreed to post the draft Board meeting packets on the District's website with the discretion of the Superintendent on sensitive documents.

VICE-CHAIRMAN ADAMS made a motion to have the District staff only send the Board meeting packets out electronically, but provide a hard copy of the agenda at the meeting. MIKE MORGAN seconded the motion. **MOTION CARRIED**

- c. Superintendent Frey informed the Board that the Wyoming Game and Fish has reached out to us to start discussions around a cooperative effort towards reducing or slowing the spread of *Chronic Wasting Disease*. They are seeing an increase in the spread of this disease with some deer herds having as much as 50% of the herd infected with the disease. This disease affects four species of the deer family: elk, moose, mule deer, and white tailed deer. *Chronic Wasting Disease* belongs to the group of rare diseases called transmissible spongiform encephalopathies (TSE's). These disorders are caused by abnormally folded proteins called "prions". To date, there have been no cases of CWD in humans and no direct proof that humans can get CWD. However, animal studies suggest CWD poses a risk to some types of non-human primates, like monkeys, that eat meat from CWD-infected animals. These experimental studies raise the concern that CWD may pose a risk to humans and suggest that it is important to prevent exposures to CWD. Animals may have CWD but show no clinical signs for years. Later on, affected animals show progressive weight loss, reluctance to move, excessive salivation, droopy ears, increased drinking and urinating, lethargy, and eventually death. Further, I have understood the concerns, *Chronic Wasting Disease* proteins have the ability to transfer from a dead animal into the soils where they then can be consumed by another deer species. In an attempt to reduce or slow the spread the disease Wyoming Game and Fish would like to work to encourage road kill deer species, hunter killed deer species, and natural death deer species (i.e. deer that die in yards around towns) be disposed of in a landfill.

In an attempt to support slowing or reducing the spread of Chronic Wasting Disease the Superintendent recommended:

- #1. For a one-year trial period (March 1, 2018, to February 28, 2019), waive all disposal fees for carcasses of deer species, which is only: elk, moose, mule deer, and white tailed deer. This waiver is limited to this list and will be verified by all scale attendants at the time of disposal.
- #2. Work with Wyoming Game & Fish and our own marketing/public communications groups to get the information about this fee waiver to the general public.

#3. After the one-year period, analyze the number of customers, the cost of the waived fees, the impact as viewed by Wyoming Game & Fish, and reevaluate the program. At this time, we could request that other groups get involved to take on a portion of the waived fees if needed.

Discussions: (1.) MIKE MORGAN expressed that this item is a human health and safety concern that needs to be considered. (2.) SECRETARY/TREASURER KLAPROTH agreed, supporting assisting the Wyoming Game and Fish efforts.

SECRETARY/TREASURER KLAPROTH made a motion to approve the Superintendent's recommendation, altering the implementation date to February 1, 2018, instead of March 1, 2018. GARY WEISZ seconded the motion. **MOTION CARRIED**

- d. Superintendent Frey discussed the need for additional engineering support through the Lander Landfill UST project bid administration, project questions, material submittal reviews for mechanical and electrical items, pay applications, and contract closeout. He recommended awarding a task order to Burns and McDonnell in the amount of \$20,000 to assist with the continuation of the project.

MIKE MORGAN made a motion to authorize a Burns and McDonnell task order in the amount of \$20,000 to assist with the continuation of the Lander Landfill Underground Storage Tank project. SECRETARY/TREASURER KLAPROTH seconded the motion. **MOTION CARRIED**

5. CALL FOR ADJOURNMENT

MIKE MORGAN made a motion to adjourn the meeting at 10:40am. VICE-CHAIRMAN ADAMS seconded the motion. **MOTION CARRIED**

6. UPCOMING MEETING(S):

- a. The next Regularly Scheduled Meeting:
 - i. February 21, 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