



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 21, 2019

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 that there was a quorum of the Board with the following people in attendance:

<u>Board Members:</u>	Mike Adams, Steve Baumann, Rick Klapproth, Mark Moxley, Rob Dolcater, Gina Clingerman, Jennifer Lamb, and Robert Townsend
<u>Excused Member(s):</u>	Gary Wesiz
<u>Unexcused Member(s):</u>	None
<u>Commissioner Liaison:</u>	Mike Jones
<u>Community 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 Present
<u>Guest(s):</u>	Robert Fay

d. **Approval of Agenda**

VICE-CHAIRMAN ADAMS made a motion to approve the agenda as presented. SECRETARY/TREASURER KLAPROTH seconded the motion. **MOTION CARRIED**

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

CHAIRMAN MOXLEY opened the floor to public comment. No comment was made.

2. CONSENT ITEMS:

a. **Approval of Prior Meeting Minutes**

i. December 2018 Board Meeting

b. **Approval of Accounts Payable**

i. December 2018 Invoices

c. **Acceptance of Consultants Reports:**

- i. Trihydro Corporation – Progress Report
- ii. Burns and McDonnell – Progress Report
- iii. Wind River Indian Reservation Joint Solid Waste Program – No Report Submitted

d. **Acceptance of Staff Reports:**

i. Superintendent Report

3. OTHER ITEMS OF BUSINESS:

a. Introduction of New Board Members

CHAIRMAN MOXLEY introduced JENNIFER LAMB of Lander and ROBERT TOWNSEND of Atlantic City as the two newly appointed Board members.

b. Introduction of New Commissioner Liaison

CHAIRMAN MOXLEY introduced Commissioner Mike Jones as the new Commissioner Liaison.

c. Board Officer Elections (Chairman, Vice-Chairman, and Secretary/Treasurer) (Discussions and Formal Action)

CHAIRMAN MOXLEY informed the Board that the officer positions are elected by the Board annually. Further, the existing officers are willing to retain their positions if no other Board members are interested in taking on the responsibility.

STEVE BAUMANN made a motion to reappoint the current officers, Chairman as MARK MOXLEY, Vice-Chairman as MIKE ADAMS, and Secretary/Treasurer as RICK KLAPROTH. GINA CLINGERMAN seconded the motion. **MOTION CARRIED**

d. Mileage Reimbursement Rate Notice - \$0.58 Per Mile (IRS Established Rate) (Discussions)

Superintendent Frey informed the Board that the IRS established mileage reimbursement rate, the rate utilized by the District, is currently \$0.58 per mile. This reimbursement rate is for mileage traveled during District related business.

e. New Year/Board Resolutions (Discussions and Formal Action)

i. Proposed Resolution 01-2019 – Authorized Depositors

Superintendent Frey explained that this proposed resolution authorizes all of the financial institutions listed to receive deposits from the District. Further, all of the financial institutions were again listed on one resolution to simplify the process.

STEVE BAUMANN made a motion to approve Resolution 01-2019 as presented. ROB DOLCATER seconded the motion. **MOTION CARRIED**

ii. Proposed Resolution 02-2019 – Authorized Account Signers

Superintendent Frey explained that this proposed resolution identifies the authorized individuals for signing documents, and that any one financial document requires at least one Board signature.

STEVE BAUMANN made a motion to approve Resolution 02-2019 as presented. GINA CLINGERMAN seconded the motion. **MOTION CARRIED**

iii. Proposed Resolution 03-2019 – Authorized Facsimile Signatures (State of WY Requirement)

STEVE BAUMANN made a motion to approve Resolution 03-2019 as presented. ROB DOLCATER seconded the motion. **MOTION CARRIED**

f. Trihydro – Change Order Request (Time Only) (*Discussions and Formal Action*)

Superintendent Frey presented the Trihydro change order request for the Lander Landfill Lifetime Operating Permit task order to accommodate the additional geotechnical testing requested by the District related to the Army National Guard lands. The change order changes the task order completion to June 30, 2019.

STEVE BAUMANN made a motion to approve the change order as presented. SECRETARY/TREASURER RICK KLAPROTH seconded the motion. **MOTION CARRIED**

g. Town of Shoshoni – Fee Reduction and/or Waiver Request (*Discussions and Formal Action*)

Superintendent Frey informed the Board that the District received a letter from the Town of Shoshoni requesting a fee waiver and/or reduction for buildings they are tearing down outside of the downtown buildings. Also, that the Board should note that the authorization and agreement in place with the WDEQ for the disposal of the asbestos containing materials (ACM) from the Wyoming Life Resource Center (WLRC) at the Shoshoni Landfill requires that we only allow either District staff or the hauling contractor onsite during disposal of the WLRC ACM. Acceptance of these materials would either need to take place at the normal operational hours on the first Saturday of the month or the District would have to send staff out for special hours.

Discussion(s): (1.) SECRETARY/TREASURER RICK KLAPROTH pointed out the impact to revenues earned at this site from the WLRC ACM materials will be greatly reduced by outside waste streams directed to the site by reducing the remaining disposal volume at the site. (2.) JEN LAMB asked if there are any ACM concerns with the Town's demolition work. Superintendent Frey relayed that there had not been any reported to the District. (3.) STEVE BAUMANN reminded the Board that the District receives requests annually from governmental and non-governmental groups requesting fee waivers. The Board has approved a few fee waivers in the past when directly related to human health and safety issues, such as the downtown demolition work that was led by the District in 2018.

STEVE BAUMANN made a motion to deny the Town of Shoshoni's fee reduction and/or waiver request. GINA CLINGERMAN seconded the motion. **MOTION CARRIED**

h. FCSWDD Rules and Regulations – Proposed Changes (*Discussion and Formal Action*)

Superintendent Frey presented to the Board a draft revision of the District's Rules and Regulations, explaining that the proposed revisions were included in the Board packets along with the summary of changes and an explanation for each propose change.

Discussion(s): (1.) STEVE BAUMANN requested supporting information for the proposed changes. (2.) GINA CLINGERMAN requested clarification on the timeline of the Shoshoni Landfill closure. Superintendent Frey explained that the recently approved closure permit has the landfill closing this calendar year; however, the District may pursue delaying the closure date to accommodate the WLRC ACM associated with the demolition project. This may delay the closure by a couple of years, the District is unsure and waiting for additional information from the State of Wyoming Construction group. (3.) JEN LAMB noted that any changes should include adequate public notice. (4.) SECRETARY/TREASURER RICK KLAPROTH stated that the cost associated with processing materials at the Shoshoni Landfill are reduced in comparison to other District sites. (5.) STEVE BAUMANN suggested that if a scale was available in the Shoshoni area, the scale weights could be used for the Town only. (6.) ROB DOLCATER asked for clarification on whether the current activities at the Shoshoni Landfill associated with the WLRC ACM keep other customers from using the site. Superintendent Frey explained that during the times when

the WLRC ACM was being delivered that no other customers are allowed; however, the regular site schedule still allows for other customers.

ROB DOLCATER made a motion to remove the Shoshoni Landfill rate changes from consideration in the proposed rule change. VICE-CHAIRMAN MIKE ADAMS seconded the motion. Voting in favor of the motion: SECRETARY/TREASURER RICK KLAPROTH, VICE-CHAIRMAN ADAMS, ROB DOLCATER, and BOB TOWNSEND. Voting in opposition to the motion: STEVE BAUMANN, JEN LAMB, and GINA CLINGERMAN. **MOTION PASSED**

BREAK 10:44am-10:54am

i. Rural Transfer Station Analysis Report (*Discussions*)

CHAIRMAN MARK MOXLEY reminded the previous and new Board members that the Board directed the Superintendent of Operations to conduct an in-depth review of the rural transfer stations to better understand the losses, the rate structure and possible alterations, the schedule and possible changes, as well as other possible operational changes that could minimize the annual losses. The annual losses in 2018 exceeded \$140,000. The report that was provided in the Board packets dissected the operations and included potential operational changes for consideration.

Discussion(s): (1.) SECRETARY/TREASURER RICK KLAPROTH reminded the Board that the sites were never intended for use by governmental agencies or commercial businesses. (2.) STEVE BAUMANN pointed out that all the sites aside from Atlantic City have observed steady reduction in usage. (3.) BOB TOWNSEND stated that he operated a business in Atlantic City for 24-years. The previous operational changes had not impacted his business as they hauled their waste to Lander. This change would impact local businesses in the Atlantic City area. (4.) GINA CLINGERMAN agreed that the governmental agencies should not use the sites, but maybe an increased rate could be applied for businesses. (5.) ROB DOLCATER stated that governmental agencies, such as the District, should not compete with commercial businesses in the pursuit of commercial waste disposal. (6.) SECRETARY/TREASURER RICK KLAPROTH stated that the decrease in volumes in due to an increase in rural residents utilizing commercial hauling services. (7.) STEVE BAUMANN voiced his support of altering the rural site operations and that the governmental agencies need to be shut-off from use immediately.

STEVE BAUMANN made a motion to adopt the operational changes provided within the report effective July 1, 2019, altering the hours of operation, removal of the recycling credit, and no longer allowing commercial businesses or governmental agencies from using the sites. GINA CLINGERMAN seconded the motion. Voting in favor of the motion: SECRETARY/TREASURER RICK KLAPROTH, VICE-CHAIRMAN ADAMS, ROB DOLCATER, STEVE BAUMANN, JEN LAMB, GINA CLINGERMAN. Voting in opposition: BOB TOWNSEND. **MOTION PASSED**

j. Recruitment Discussions (*Discussions*)

Superintendent Frey explained to the Board that the District continues to have issues recruiting new employees to fill vacancies. The most recent example includes having already advertised three times to fill a vacant equipment operator-truck driver position, now working on the fourth round. The District has been operating with around 21-22 full-time employees, but would like to be operating at between 24 and 25 full-time employees if qualified and competent individuals could be identified.

Discussion(s): (1.) CHAIRMAN MARK MOXLEY suggested the Board look again at the 1.4% cost-of-living (COLA) adjustment that was previously proposed. The COLA discussions were dropped due to pressure from the commissioners. The commissioners followed these discussions with a COLA for their staff. (2.) Commissioner Mike Jones stated that with the District's requirement of having three areas of requirements, equipment operator, truck driver, and laborer, an increase in wages could be justified. (3.) STEVE BAUMANN suggested the District get creative with staff schedules, such as a four day – ten-hour work week. (4.) GINA CLINGERMAN suggested that the wages need to be considered as well.

VICE-CHAIRMAN ADAMS made a motion to provide the Superintendent with the flexibility of alter staff work schedules, including four day – ten-hour work weeks. BOB TOWNSEND seconded the motion.

MOTION CARRIED

k. Health Benefit and Wage Committee Update (*Discussions*)

Superintendent Frey informed the Board that the Health Benefit Committee made up of GINA CLINGERMAN, GARY WEISZ, ROB DOLCATER, AND VICE-CHAIRMAN MIKE ADAMS, met on 1/7/2019. Discussions included a review of the annual premiums over the past seven years with notable savings identified starting in 2015 after the District opted out of the County plan and implemented the high deductible plans with an HRA and HSA component. The consensus for the upcoming year includes maintaining the same health insurance, looking to “shop out” the disability and life insurance components to see if there are savings to be located. The disability and life insurance plans would remain unchanged, only looking at different providers. The plan for next year would include completely bidding out the health benefit to see if there are savings out there.

Discussion(s): (1.) GINA CLINGERMAN informed the Board that in addition to the review of the current health benefit, the committee received a presentation from a representative of MASA, a group that offers air ambulance coverage for all five air ambulance providers that serve Fremont County. After review of the plan offerings by MASA, the group recommends the Board approved the Emergent Plus plan through MASA for all full-time employees with an effective date of February 1, 2019.

SECRETARY/TREASURER KLAPROTH made a motion to approve the Health Benefit and Wage Committee's recommendation. VICE-CHAIRMAN ADAMS seconded the motion. **MOTION CARRIED**

4. NEW BUSINESS

- a. Tour Offer – Superintendent Frey offered a tour opportunity to all Board members. The commissioners have also been provided the same offer, with three of the five accepting.
- b. February 2019 Meeting Date – Superintendent Frey reminded the Board that all February meetings are on the Wednesday following the third Monday to avoid the holiday conflict.
- c. Capacity Audits – Superintendent Frey informed the Board that a hard copy of the most recent capacity audits was provided at their seats. Discussions will be available at next months meeting.
- d. General Information and Operational Milestones – this document was developed at the request of the CHAIRMAN MARK MOXLEY. A copy was provided to all Board members in their Board packets.
- e. Commissioner Mike Jones – informed the Board that the county is reviewing the assessed valuations and are also looking at policy reviews.

5. CALL FOR ADJOURNMENT

ROB DOLCATER made a motion to adjourn at 12:24pm. GINA CLINGERMAN seconded the motion.
MOTION CARRIED

6. UPCOMING MEETING(S):

- a. The Next Regularly Scheduled Meeting:**
i. February 20, 2019, at 9:30am.

Respectfully submitted by,



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



Mark Moxley
Board of Director's Chairman
Fremont County Solid Waste Disposal District