



# 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  
May 20, 2019 - 9:30 a.m.

### 1. PRELIMINARY ITEMS:

- a. Pledge of Allegiance
- b. Roll Call: Michael Adams, Steve Baumann, Gary Weisz, Rick Klaproth, Mark Moxley, Rob Dolcater, Gina Clingerman, Jennifer Lamb, Robert Townsend
- c. Declaration of Quorum
- d. Approval of Agenda (*Discussions and Formal Action*)
- e. Public Comment / Communication from the Floor

### 2. CONSENT ITEMS:

- a. Approval of the Minutes:
  - i. Regular March 2019 Board Meeting
- b. Approval of the Accounts Payable
  - i. March 2019 Invoices
- c. Acceptance of Consultants and Agreement Reports
  - i. Trihydro Corporation
  - ii. Burns and McDonnell
  - iii. Wind River Inter-Tribal Solid Waste – *no report submitted*
- d. Acceptance of Staff Reports
  - i. Superintendent Report

### 3. BUSINESS ITEMS:

- a. Rural Transfer Station Evaluation Committee (*Discussions*)
- b. FY 2018-2019 Financial Audit - DM-T Engagement Letter (*Discussion and Formal Action*)
- c. Tin and Aluminum Bids (*Discussion and Formal Action*)
- d. Window Replacement Bids (*Discussion and Formal Action*)
- e. FY 2019-2020 Operating Budget (*Discussions*)
- f. 20-Year Capital Improvement Plan Model Update – Matt Evans (*Presentation*)

### 4. NEW BUSINESS

### 5. CALL FOR ADJOURNMENT

### 6. UPCOMING MEETING(S):

- a. The next Regularly Scheduled Meeting(s):
  - i. June 17, 2019, at 9:30 a.m.



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FREMONT COUNTY SOLID WASTE DISPOSAL DISTRICT

## Minutes of Regular Board Meeting

April 15, 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 MARK MOXLEY at 9:30am CHAIRMAN MARK MOXLEY then led the Pledge of Allegiance and declared that there was a quorum of the Board with the following people in attendance:

Board Members: Gary Wesiz, Steve Baumann, Rob Dolcater, Jennifer Lamb, Michael Adams, Robert Townsend, Rick Klapproth, and Mark Moxley

Excused Member(s): Gina Clingerman

Unexcused Member(s): N/A

Commissioner Liaison: Mike Jones

Community Liaisons: Kyle Larson (City of Riverton)

Attorney: Rick Sollars (Western Law & Assoc.)

Staff: Andrew Frey (Superintendent)

Consultant(s): No consultants in attendance

Guest(s): Robert Faye (Lander), Bill and Fred Moore (Atlantic City), Joe Ellis and Dianna Levin (South Pass), Joel Highsmith (Shoshoni Mayor), and Dale Anderson (Atlantic City)

### d. **Approval of Agenda**

VICE-CHAIRMAN ADAMS made a motion to approve the consent agendas presented.

SECRETARY/TREASURER KLAPROTH seconded the motion. **MOTION CARRIED**

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

**Discussions:** Bill Moore of Atlantic City informed the Board that their community had hosted a community meeting for residents and that they have a unified voice during the transfer station discussions.

### 2. CONSENT ITEMS:

#### a. **Approval of Prior Meeting Minutes**

- i. March 2019 Board Meeting

#### b. **Approval of Accounts Payable**

- i. March 2019 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. FY 2019-2020 Operating Budget (*Discussion*)**

Superintendent Frey informed the Board that the District had been scheduled for a budget hearing with the commissioners with very limited notice; however, the date had been moved back after discussions with Commissioner Liaison Mike Jones. The budget hearing has been rescheduled to May 14, 2019. This timeline will not allow for the full Board to review and comment on the draft budget.

**Discussion(s):** The draft proposed budget will be reviewed by the Budget Committee prior to submittal to the commissioners. The full Board will receive a budget presentation at the June meeting.

#### **b. Rural Transfer Station Evaluation Committee (*Discussions*)**

Superintendent Frey informed the Board that there had been a good conversation provided during the community meetings at Jeffrey City, Missouri Valley, Pavillion, Shoshoni, and Atlantic City. Additional information and perspective were gathered by the committee.

The committee met on April 9, 2019, with the following considerations:

1. Rates - A new minimum fee is being considered for recommendation at \$10 instead of the previously in-place \$5.00 minimum fee. Additionally, in an attempt to avoid any fee loopholes and to ensure consistent fees across the entire volume of acceptable waste the rate structure is being recommended to be based on volume.
2. Schedules – offer to all communities at 2-days per month, with 4-hours of availability each open event.
3. Recycling – no changes proposed to this component – no recycling discount, but maintain the availability during open events.
4. Acceptable Waste Volumes – allow up to 4-cubic yards of waste per customer group per open event, or per week, whichever is less frequent.
5. Volunteer Operations – the Atlantic City group asked to have the guidance document again be revised to remove the fee waiver for the volunteers associated with operations. Further, having a need to define the maximum amount of waste allowed by any customer in a given week, whether or not the site is operated by volunteers, the document clearly states that 4-cubic yards is the maximum allowed for disposal by any customer/customer group.

**Discussion(s):** The Atlantic City community is interested in pursuing the volunteer operation but request that the fee structure and allowed customer groups remain unchanged.

#### **c. Health Benefit and Wage Committee (*Discussions*)**

ROB DOLCATER communicated the recent committee activity, including research of how a variety of wage adjustments impact the overall budget, the history of wage adjustments over the past five years, and interest in moving the base wages for CDL staff to at least \$40,000. The conclusion was to propose matching what the county implemented during the current fiscal year - \$100 per month per person.

GARY WEISZ made a motion to approve the committee recommendation of \$100 per employee per month, effective July 1, 2019. ROB DOLCATER seconded the motion. **MOTION CARRIED**

**d. Shoshoni Landfill – Commercial Demolition Rates (*Discussions*)**

Superintendent Frey reviewed the analysis of a potential rate adjustment for the Shoshoni Landfill during events where the site is open for a commercial project larger than 100 cubic yards. This effort is being completed following discussions with the Executive Committee and multiple requests to have the District make the site available for large projects with the necessity of staff and equipment commitments. A rate of \$15 per cubic was recommended.

**Discussion(s):** (1.) Joel Highsmith (Mayor of Shoshoni) requested to have the rates applied to the Town to remain at the \$5 per cubic yard, regardless of the resources required by the District to manage the waste stream. (2.) ROB DOLCATER ensured that all customers needed to be treated with equity, no preferential treatment should be considered.

STEVE BAUMANN made a motion to implement a rate of \$15 per cubic yard for demolition projects subject to the requirements associated with the projects greater than 100 cubic yards. GARY WEISZ seconded he motion. **MOTION CARRIED**

**e. Safety Incentive Program – Updates (*Discussions and Formal Action*)**

Superintendent Frey presented the proposed modifications to the Safety Incentive Program document as per the guidance of the Health Benefit and Wage Committee. The modifications included updating the document to include additional historic data and to include a new safety-minded opportunity for additional time off earned through safe operations.

**Discussion(s):** STEVE BAUMANN congratulated the staff on their efforts associated with staying safe.

STEVE BAUMANN made a motion to approve the updated Safety Incentive Program document as presented. SECRETARY/TREASURER KLAPROTH seconded the motion. **MOTION CARRIED**

**4. NEW BUSINESS:**

- a. Inter-Tribal Solid Waste Program – STEVE BAUMANN asked for additional discussion on the recent meetings with the staff of the program.

Superintendent Frey explained that a half-day meeting was held with their program director to tour the Lander Landfill and review all the programs offered, from the recycling and waste diversion programs to waste disposal. The Ft. Washakie and Ethete sites were also visited with comments of potential changes to improve efficiencies and guide customers.

- b. District Staff Appreciation Day – VICE-CHAIRMAN ADAMS suggested that the District purchase lunch for all staff in June and communicate the timeframe to the Board, encouraging the Board members to visit the sites and meet with the staff.

**5. CALL FOR ADJOURNMENT**

GARY WEISZ made a motion to adjourn at 11:45 am. ROB DOLCATER seconded the motion. **MOTION CARRIED**

**6. UPCOMING MEETING(S):**

**a. The Next Regularly Scheduled Meeting:**

- i. May 20, 2019, at 9:30am.

Respectfully submitted by,

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

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

Fremont County Solid Waste Disposal District  
Profit & Loss - Modified Accrual  
For April 2019

(with comparative data for 2018)

	Apr 18	Apr 19	Jul-Apr 18	Jul-Apr 19	Budget	YTD = 83% % of Budget
<b>Ordinary Income/Expense</b>						
<b>Income</b>						
410210 · 3 Mill Levy Property Tax Revenue	12,602.13	12,912.29	1,287,569.81	1,426,612.00	1,988,456.00	71.75%
410214 · Auto Tax Revenue	0.00	0.00	183,134.01	158,260.56	320,000.00	49.46%
432000 · Intergovernmental Revenue	0.00	0.00	13,496.55	42,492.06	25,000.00	169.97%
441270 · User Fees	187,994.97	225,059.02	2,476,992.39	4,287,990.36	2,500,000.00	171.52%
471250 · Interest Income	29,500.60	35,877.75	111,650.07	212,405.60	84,000.00	252.86%
480271 · Compost Sales	1,842.00	310.50	5,285.50	4,726.00	9,500.00	49.75%
480277O/S · Overage (Shortage)	10.00	-54.80	-332.70	-159.64	0.00	100.0%
480290 · Miscellaneous Revenue	3,778.56	860.00	5,652.12	1,135.00	4,100.00	27.68%
480290C · Recycling Revenue	5,462.59	4,684.06	95,707.04	70,201.99	100,000.00	70.2%
499272 · Sale of Surplus Vehicles	0.00	0.00	11,861.00	0.00	0.00	0.0%
<b>Total Income</b>	<b>241,190.85</b>	<b>279,648.82</b>	<b>4,191,015.79</b>	<b>6,203,663.93</b>	<b>5,031,056.00</b>	<b>123.31%</b>
<b>Expense</b>						
510310 · WAGES	82,841.29	94,756.90	900,523.61	889,470.70	1,208,460.00	73.6%
<b>520000 · Payroll Tax &amp; Benefits</b>						
520320 · FICA	5,955.87	6,566.79	64,043.88	61,523.65	87,200.00	70.56%
520330 · WYOMING RETIREMENT	11,422.67	13,289.91	120,684.12	122,804.17	167,000.00	73.54%
520340 · HEALTH BENEFITS	23,606.76	28,666.18	241,766.87	286,733.48	470,625.00	60.93%
520350 · WORKER'S COMPENSATION	2,667.46	3,723.90	25,945.23	34,956.15	47,500.00	73.59%
520360 · UNEMPLOYMENT INSURANCE	113.20	8.08	7,475.84	8.08	15,000.00	0.05%
<b>Total 520000 · Payroll Tax &amp; Benefits</b>	<b>43,765.96</b>	<b>52,254.86</b>	<b>459,915.94</b>	<b>506,025.53</b>	<b>787,325.00</b>	<b>64.27%</b>
<b>530000 · Travel, Seminars &amp; Training</b>						
530620 · Board Travel/Seminars	22.00	41.50	2,088.15	942.94	5,500.00	17.14%
530630 · Staff Travel, Seminars & Training	1,701.64	504.61	6,561.03	8,870.65	10,000.00	88.71%
<b>Total 530000 · Travel, Seminars &amp; Training</b>	<b>1,723.64</b>	<b>546.11</b>	<b>8,649.18</b>	<b>9,813.59</b>	<b>15,500.00</b>	<b>63.31%</b>
<b>540000 · Contractual Services</b>						
540700 · Engineering	0.00	17,761.48	263,230.98	172,663.67	264,500.00	65.28%
540840 · Audit/Acctg Fees	0.00	0.00	9,950.00	10,000.00	10,000.00	100.0%
540842 · Public Information	405.60	1,598.58	8,506.02	3,478.85	10,000.00	34.79%
540844 · Accountant	1,215.00	1,875.00	16,290.00	17,825.00	30,000.00	59.42%
540846 · Misc.Contract Services	0.00	0.00	0.00	378.50	10,000.00	3.79%
540850 · Attorney Fees	600.00	600.00	9,968.59	6,921.00	30,000.00	23.07%
<b>Total 540000 · Contractual Services</b>	<b>2,220.60</b>	<b>21,835.06</b>	<b>307,945.59</b>	<b>211,267.02</b>	<b>354,500.00</b>	<b>59.6%</b>
<b>550000 · Other Admin. Expenses</b>						
550610 · Office Expense	242.37	822.64	4,881.27	5,567.38	7,000.00	79.53%
550611 · Postage	0.00	0.00	1,425.46	1,543.35	1,500.00	102.89%
550612 · Advertising	497.40	91.00	2,828.80	3,228.75	5,000.00	64.58%
550616 · Office Equip.- Maint. & Repairs	297.38	104.67	6,336.38	4,370.10	10,000.00	43.7%
550635 · Bank fees	1,311.34	1,248.14	12,713.30	14,445.79	16,000.00	90.29%
<b>Total 550000 · Other Admin. Expenses</b>	<b>2,348.49</b>	<b>2,266.45</b>	<b>28,185.21</b>	<b>29,155.37</b>	<b>39,500.00</b>	<b>73.81%</b>

Fremont County Solid Waste Disposal District  
Profit & Loss - Modified Accrual  
For April 2019

(with comparative data for 2018)

	Apr 18	Apr 19	Jul-Apr 18	Jul-Apr 19	Budget	YTD = 83% % of Budget
<b>620000 · Operations</b>						
<b>620420 · Operat/Maint Fuel, Lube, Filter</b>						
620421 · Fuel	10,483.88	12,318.95	119,999.55	137,402.06	230,000.00	59.74%
620420 · Operat/Maint Fuel, Lube, Filter - Other	382.79	252.77	18,571.54	16,255.04		100.0%
<b>Total 620420 · Operat/Maint Fuel, Lube, Filter</b>	<b>10,866.67</b>	<b>12,571.72</b>	<b>138,571.09</b>	<b>153,657.10</b>	<b>230,000.00</b>	<b>66.81%</b>
620430 · Equipment Repairs	3,323.13	3,591.65	78,824.00	118,498.80	301,950.00	39.25%
620470 · Tires/All sites	434.45	657.50	26,055.89	16,914.58	38,500.00	43.93%
620475 · Safety	393.46	1,882.18	19,662.02	13,797.04	45,000.00	30.66%
620495 · Tools/all sites	416.28	1,046.33	3,125.24	4,338.21	7,000.00	61.97%
620591 · Supples/All Sites	513.59	674.42	5,091.26	12,936.08	16,000.00	80.85%
620630 · Property Leases/Equip. Rents	1,498.46	1,975.33	21,398.99	15,472.23	40,000.00	38.68%
620710 · Bale Station Repair	3,643.99	0.00	3,881.29	13,497.33	35,000.00	38.56%
620711 · Baler wire	0.00	0.00	0.00	0.00	9,000.00	0.0%
<b>Total 620000 · Operations</b>	<b>21,090.03</b>	<b>22,399.13</b>	<b>296,609.78</b>	<b>349,111.37</b>	<b>722,450.00</b>	<b>48.32%</b>
<b>630000 · Other Operating Expense</b>						
630521 · Site Maintenance/All Sites	790.00	7,696.58	24,213.82	55,117.76	96,925.00	56.87%
630690 · Transfer Stations	0.00	415.55	922.32	605.38	4,000.00	15.14%
630695 · Wind River Res. Trnsfr Stations	20,547.95	20,958.90	208,219.21	212,383.52	250,000.00	84.95%
630730 · Recycling	2,112.84	1,365.59	112,107.04	60,734.51	190,000.00	31.97%
630740 · Financial Assurance Pmt.	3,000.00	500.00	3,210.00	757.88	5,000.00	15.16%
630839 · Bad Debts	38.60	0.00	969.27	51.10	8,600.00	0.59%
630854 · Landfill Closure	0.00	0.00	0.00	0.00	0.00	0.0%
<b>Total 630000 · Other Operating Expense</b>	<b>26,489.39</b>	<b>30,936.62</b>	<b>349,641.66</b>	<b>329,650.15</b>	<b>554,525.00</b>	<b>59.45%</b>
<b>640650 · Utilities/All sites</b>						
640651 · Power	3,916.05	3,843.68	39,887.50	40,795.54		
640652 · Cell Phone	535.48	536.94	6,251.11	5,397.72		
640653 · Phones	653.43	831.53	6,478.25	7,356.06		
640654 · Water	3,020.82	2,606.96	69,685.78	30,312.31		
640655 · Internet	316.46	321.88	3,143.61	4,845.63		
640656 · Propane/Natural Gas	609.95	388.76	15,689.37	15,687.00		
640650 · Utilities/All sites - Other	0.00	0.00	474.00	666.00	195,000.00	0.34%
<b>Total 640650 · Utilities/All sites</b>	<b>9,052.19</b>	<b>8,529.75</b>	<b>141,609.62</b>	<b>105,060.26</b>	<b>195,000.00</b>	<b>53.88%</b>
650712 · Scale Houses	1,492.70	3,787.02	15,207.75	16,630.05	20,000.00	83.15%
<b>710000 · Insurance</b>						
710640 · Insurance Liability	0.00	0.00	7,837.00	8,761.31	8,200.00	106.85%
710645 · Insurance Property	0.00	0.00	35,488.00	24,447.99	26,000.00	94.03%
710647 · Insurance Bonds	0.00	0.00	100.00	200.00	100.00	200.0%
<b>Total 710000 · Insurance</b>	<b>0.00</b>	<b>0.00</b>	<b>43,425.00</b>	<b>33,409.30</b>	<b>34,300.00</b>	<b>97.4%</b>
850410 · Equipment Purchase	0.00	0.00	26,632.50	144,669.30	496,500.00	29.14%
850414 · Infrastructure Improvements	0.00	0.00	9,226.72	630,147.77	673,000.00	93.63%
850410 · Office Equipment	0.00	0.00	17,311.74	0.00	17,000.00	0.0%
850855B · SLIB Grant Sandraw Expansion	0.00	0.00	0.00	0.00	0.00	0.0%
880905 · Debt Service - Interest	0.00	0.00	0.00	0.00	0.00	0.0%
880915 · Debt Service- Principal	0.00	0.00	0.00	0.00	0.00	0.0%
<b>Total Expense</b>	<b>191,024.29</b>	<b>237,311.90</b>	<b>2,604,884.30</b>	<b>3,254,410.41</b>	<b>5,118,060.00</b>	<b>63.59%</b>
<b>Net Ordinary Income</b>	<b>50,166.56</b>	<b>42,336.92</b>	<b>1,586,131.49</b>	<b>2,949,253.52</b>	<b>-87,004.00</b>	<b>-3,389.79%</b>
<b>Net Income</b>	<b>50,166.56</b>	<b>42,336.92</b>	<b>1,586,131.49</b>	<b>2,949,253.52</b>	<b>-87,004.00</b>	<b>-3,389.79%</b>

## Balance Sheet

As of April 30, 2019

	Apr 30, 19	Apr 30, 18
<b>ASSETS</b>		
<b>Current Assets</b>		
<b>Checking/Savings</b>		
122105 · Petty Cash	300.00	300.00
122106 · Transfer Station Cash	200.00	200.00
122107 · Scale House Cash	1,600.00	1,600.00
123110 · CB&T Checking	96,860.38	31,663.48
123115 · Edward Jones Investments	5,726,640.15	4,804,630.28
123120 · Bank of Jackson Hole	43,242.52	12,925.52
123130 · Wyo Star	7,958,384.27	7,321,824.37
123132 · Wyo Star II	2,500,000.00	0.00
124135 · U.S. Bank	321,830.86	905,405.95
<b>Total Checking/Savings</b>	16,649,058.18	13,078,549.60
<b>Accounts Receivable</b>		
133141 · Accounts Rec - User Fees	252,783.37	225,148.20
<b>Total Accounts Receivable</b>	252,783.37	225,148.20
<b>Other Current Assets</b>	11,398.25	6,616.13
<b>Total Current Assets</b>	16,913,239.80	13,310,313.93
<b>TOTAL ASSETS</b>	<b>16,913,239.80</b>	<b>13,310,313.93</b>
<b>LIABILITIES &amp; EQUITY</b>		
<b>Liabilities</b>		
<b>Current Liabilities</b>		
Accounts Payable	55,934.82	42,494.15
Other Current Liabilities	3,739.48	5,938.55
<b>Total Current Liabilities</b>	59,674.30	48,432.70
<b>Total Liabilities</b>	59,674.30	48,432.70
<b>Equity</b>		
380190 · Fund Balance - Undesignat...	-708,684.02	-47,746.26
380860 · Cash Reserve	750,000.00	750,000.00
380970 · Closure/Post-Closure Rese...	13,862,996.00	10,973,496.00
Net Income	2,949,253.52	1,586,131.49
<b>Total Equity</b>	16,853,565.50	13,261,881.23
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>16,913,239.80</b>	<b>13,310,313.93</b>





## memorandum

**To:** Andy Frey, P.E., Superintendent, Fremont County SWDD  
**From:** Jeff Young, P.E.  
**cc:** Fremont County SWDD Board  
**Date:** May 13, 2019  
**Re:** Project Updates for May 20, 2019 Board Meeting

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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 2018-2019 Monitoring (Task Order 10-023 / Trihydro Project 09Y-008-004)**

The routine Spring environmental monitoring event for the four landfills was conducted between May 29 and May 6, 2019. Groundwater and methane monitoring were completed. Upon receipt of the laboratory data, Trihydro will commence data management, statistical analysis, and reporting tasks.

Trihydro has recently worked some with Mr. Frey to help him establish signatory authority for future submittals for WDEQ/AQD on the electronic site, IMPACT. The next Sand Draw air quality report will be a Semiannual Monitoring Report, due to AQD on July 31<sup>st</sup>.

On May 10, 2019, Trihydro provided Mr. Frey guidance and a proposed field form to use for the formal semiannual emission observations for the used oil heater. In general, Trihydro recommends that the District conduct inspections once in the Fall when the heater is first used and again, prior to the heater being shut off for the Spring/Summer.

### **Technical Assistance (Task Order 10-024 / Trihydro Project 09Y-005-005)**

Technical assistance activities during the previous month included:

- A project status report was prepared for the monthly Board meeting.

### **Sand Draw Landfill – Water Balance Cover and Lifetime Operating Permit (Task Order 10-019 / Trihydro Project 09Y-001-005)**

No updates to report.

# Memorandum



Date: May 6, 2019  
To: Andy Frey, PE, Fremont County Solid Waste Disposal District  
From: Matt Evans, PE  
Subject: Progress Report – May 2019

The following provides an update on work completed by Burns & McDonnell since the last Progress Report.

### *Capacity Audits*

The capacity audit reports are completed and were included with the January Board package. Survey's for the 2019 capacity audit will be completed in July 2019.

### *Technical Engineering Assistance*

Volume capacity analysis of the Shoshoni Landfill based on a topographical survey completed on April 4, 2019 by William H. Smith, Inc. was completed as part of this task. The analysis found that the airspace consumed since July 5, 2019 was equal to 12,617 cubic yards. During this period the Shoshoni downtown demolition waste was placed in the landfill, as well as some of the demolition waste from the Wyoming Life Resource Center project. The analysis also found that 14,043 cubic yards of capacity remain in the landfill, indicating that even with the recent demolition waste placed in the landfill there is still significant capacity remaining in the landfill that can be filled prior to the projected closure in FY 2019-2020. Two figures depicting the capacity filled during this time period and capacity remaining are attached.

Burns & McDonnell also completed our monthly progress report, invoice and overall project management related to the administration of the project as part of this task.

### *Capital Improvement Plan Modeling*

The CIP and accompanying budget model are being updated. Burns & McDonnell intends to provide a presentation of the results at the May board meeting.

### *Leachate Management System Design, Bid Administration, and Construction Support*

Construction of the underground storage tank project is complete and operational. A construction documentation report for the project has been finalized.

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](mailto:maevans@burnsmcd.com) at your earliest convenience.

Fremont County Solid Waste Disposal District  
**Superintendent Report**  
May 13, 2019, 2019

Office/Staff/Board/Inter-Government

Office:

1. The calculated tonnages and cost per ton are as follows (calculated using monthly expenses and monthly 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 = \$106.03 & 36,352 total tons
  - g. 1<sup>st</sup> Quarter of 2019 = \$48 & 16,142

Staff:

1. January 2019 – 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 → **3 years and 10 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 **3 years and 4 months!!**
2. April 23, 2019 – the **annual human resource training** is scheduled with LGLP.
3. April 10 & 11, 2019 – the first half of the **annual safety training** was held with LGLP.

Board:

1. April 2019 – the **Rural Transfer Station Committee** has been meeting off and on following the two rounds of meetings with the rural communities. The committee plans to make a recommendation to the full Board at the May meeting.
2. April 2019 – The following represents the previous list of **Board Committees and Members**.
  - a. Recycling Committee: Jennifer Lamb, Gary Weisz, Bob Townsend, and Mark Moxley.
  - b. Health Benefit and Wage Committee: Rob Dolcater, Mike Adams, Gary Weisz, and Gina Clingerman.
  - c. Rate Committee: Bob Townsend, Steve Baumann, Gina Clingerman, and Gary Weisz.
  - d. Budget Committee: Rick Klapproth, Gary Weisz, Rob Dolcater, and Mark Moxley.
  - e. WRIR Solid Waste Negotiations Committee: Gina Clingerman, Steve Baumann, Gary Weisz, and Mark Moxley.
  - f. Rural Transfer Station Committee: Mark Moxley, Bob Townsend, Gary Weisz, and Rob Dolcater.

Inter-Government:

1. Bureau of Land Management:
  - a. June – October 2018: We have been working with the BLM to review ***our old landfill sites near Hudson and near Atlantic City*** to clean the sites to their standards. All of the necessary work has been completed and we await a time to schedule an inspection with BLM staff.
    - i. December 2018: The BLM staff indicated that they would conduct an inspection in the spring.
    - ii. No further activity.
2. State:
  - a. April 2019 – additional correspondence has taken place regarding the ***Wyoming Life Resource Center demolition work***. Communication was provided to the haulers and the State of Wyoming providing notice that the fee associated with opening the site and having staff and equipment onsite is now \$15 per ton.
    - i. May 13, 2019 – After meeting with the project manager it was found that the State is working on developing a change order that will be bid out for the additional hauling of waste and it will likely be directed to the Shoshoni Landfill.
3. County:
  - a. May 14, 2019 – Board Chairman Mark Moxley, Accounting Contractor Susan Brodie, and I will be ***presenting the proposed operating budget*** to the commissioners.
  - b. April 25, 2019 – The ***FCAG meeting*** was held at the WRTA Office in Riverton. There was discussion with the mayors in attendance regarding the community meetings and pending operational modifications to the rural transfer stations.
4. Municipalities:
  - a. May 2019 – the Lander Mayor and I have been discussing the potentiality of the City working towards a ***city-wide curbside garbage program***.

Regulatory/Engineering/Legal/General Contractors

Regulatory – ***No Updates***

Engineering – ***No Updates***

Legal – ***No Updates***

General Contractors – ***No Updates***

Sites/Operations/Equipment:

Sites:

1. April 2019 – all of the ***community meetings*** were scheduled and held to discuss the upcoming rural transfer stations changes:
  - a. Missouri Valley – Missouri Valley Fire Hall February 26, 2019, at 7:00pm
  - b. Jeffrey City – Jeffrey City Fire Hall February 27, 2019, at 7:00pm
  - c. Town of Shoshoni – Shoshoni Fire Hall March 7, 2019, at 7:00pm

- d. Town of Pavillion – Pavillion Town Hall March 12, 2019, at 7:00pm
  - e. Atlantic City – Atlantic City Church April 4, 2019, at 3:30pm
2. May 6 – 8, 2019 – a second round of **community meetings** were held to again discuss the potential operational changes at eth rural site, as well as to discuss potential changes to the changes based on community feedback.

Operations – **No Updates**

Equipment – **No Updates**

**Miscellaneous/Upcoming Work & Events/Work in Progress:**

Miscellaneous: **No Updates**

Upcoming Work & Events:

1. June 22, 2019 – The **2019 Household Hazardous Waste and Chemical Waste Cleanup Event** has been scheduled for June 22, 2019. A flyer has been included with the May 2019 Board meeting packet.
2. April 2019 – as a part of the **WSWRA** Board of Directors I have been working to coordinate additional animal carcass disposal presentations and guidance at this year's conference in Sheridan. Wyoming Game and Fish Biologist Hank Edwards and I will be co-presenting on the topic and discussing with other entities their approaches, known issues, and pending regulatory changes.
3. April 2019 – **Shoshoni resident** Tim Davis continues to pursue the demolition of his unsafe buildings in Shoshoni. He has a contractor working on the regulatory components and disposal process.

Work in Progress **No Updates**

Thank you,



Andrew Frey, P.E.

Superintendent of Operations

Fremont County Solid Waste Disposal District

June 22, 2019

# HOUSEHOLD HAZARDOUS WASTE

**FREE**

## DROP OFF EVENT



**2 LOCATIONS ONLY:**

**Dubois Landfill**

100 Mountain View

8:00 - 11:00 am

**Old Midvale Firehall**

Jct. of Eight Mile Rd.

and Missouri Valley Rd.

3:00 - 6:00 pm



### HAZARDOUS ITEMS ACCEPTED ARE:

- Used Oils
- Freon
- Ag. Chemicals
- Aerosols
- Lithium Batteries
- Oil-Based Paints
- Solvents
- Unknown Materials we can sample onsite and determine acceptance.
- Prescription Medications for donation or deactivation

**UNACCEPTABLE ITEMS:** Explosives, Radioactive waste, Asbestos, and Etc

**ALWAYS FREE AND ACCEPTABLE:** Standard recyclables, Scrap metal, Appliances, Used motor oil, Anti-freeze, Lead-acid batteries, Electronic waste, and Latex paint

For additional information on waste disposal, waste diversion and recycling please call 307-332-7040 and check [trashmatters.org](http://trashmatters.org). For additional information on prescription disposal contact Fremont County Prevention Program at 307-851-1667 or [tauna.groomsmith@wyo.gov](mailto:tauna.groomsmith@wyo.gov)

**Special thanks to:** Fremont County Solid Waste Disposal District, City of Lander, City of Riverton, BLM, Fremont County Weed and Pest, Fremont County Prevention Program, Popo Agie Conservation District, DEQ, Dubois Conservation District, Lower Wind River Conservation District, and Wyoming Game and Fish Dept.

Fremont County Solid Waste Disposal District  
**Rural Transfer Station Evaluation Committee – Proposed Modifications**  
May 15, 2019

The Fremont County Solid Waste Disposal District (District) Board of Directors developed a Rural Transfer Station Evaluation Committee at the March 2019 meeting. Since that time two rounds of public meetings have been held in the communities/areas of Jeffrey City, Atlantic City, Shoshoni, Pavillion, and Missouri Valley.

The Transfer Station Committee has taken into consideration the feedback provided during the two rounds of public outreach/community meetings and has developed a recommendation for Board consideration to modify the January 2019 action taken by the Board on the rural transfer station operations:

1. Rates – altering the rate system to a volume-based rate structure:
  - a. District Operated Sites: \$10 minimum fee and \$10 per cubic yard disposal fee.
  - b. Volunteer Operated Sites: \$5 minimum fee and \$5 per cubic yard disposal fee.
2. Schedules – offer all communities 2-days per month, with 4-hours of availability each open event.
3. Recycling – no changes proposed to this component...no recycling discount, but maintain the availability during open events if the sites are operated by the District.
4. Acceptable Waste Volumes – allow up to 4-cubic yards of waste per customer group per open event, or per week, whichever is less.
5. Acceptable Customer Groups – remove the distinction of the customer groups and instead let the allowable waste volume dictate the use of the sites.
6. Proposed Operational Schedule (if the Atlantic City and Jeffrey City areas operate on a volunteer basis) – the communities that will continue to be served with District operated sites asked to have the days offered through the month rotate between Friday and Saturday to allow residents of the area to have different operations for access.

Missouri Valley: 1<sup>st</sup> Friday from 2:30pm to 6:30pm May 1 through September 30 → Summer Hours  
3<sup>rd</sup> Saturday from 9:00am to 1:00pm May 1 to September 30 → Summer Hours  
  
1<sup>st</sup> Friday from 1:00pm to 5:00pm October 1 through April 30 → Winter Hours  
3<sup>rd</sup> Saturday from 9:00am to 1:00pm October 1 to April 30 → Winter Hours

Shoshoni: 1<sup>st</sup> Saturday from 9:00pm to 1:00pm May 1 through September 30 → Summer Hours  
3<sup>rd</sup> Friday from 2:30pm to 6:30pm May 1 through September 30 → Summer Hours  
  
1<sup>st</sup> Saturday from 9:00pm to 1:00pm October 1 through April 30 → Winter Hours  
3<sup>rd</sup> Friday from 1:00pm to 5:00pm October 1 through April 30 → Winter Hours

Pavillion: 2<sup>nd</sup> Friday from 2:30pm to 6:30pm May 1 through September 30 → Summer Hours  
4<sup>th</sup> Saturday from 9:00am to 1:00pm May 1 to September 30 → Summer Hours  
  
2<sup>nd</sup> Friday from 1:00pm to 5:00pm October 1 through April 30 → Winter Hours  
4<sup>th</sup> Saturday from 9:00am to 1:00pm October 1 to April 30 → Winter Hours

  
**dm-t**

decoria • maichel • teague

**Micheal A. DeCoria, CPA****Jeffrey R. Maichel, CPA****David W. Teague, CPA**

P | 509.535.3503 F | 509.535.9391

7307 N. Division, Suite 222

Spokane, Washington 99208

www.dm-t.com

April 24, 2019

Fremont County Solid Waste Disposal District  
P.O. Box 1400  
Lander, WY 82520

To the Board of Directors:

We are pleased to confirm our understanding of the services we are to provide Fremont County Solid Waste Disposal District (“the District”), a component unit of Fremont County, Wyoming, for the year ending June 30, 2019.

We will audit the financial statements of the governmental activities and the General fund, which collectively comprise the basic financial statements of the District as of and for the year ending June 30, 2019. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management’s discussion and analysis (MD&A), to supplement the District’s basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the District’s RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management’s responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- 1) Management’s Discussion and Analysis;
- 2) Budgetary Comparison Schedules and notes thereto;
- 3) Schedule of the District’s Share of the Net Pension Liability – WRS Public Employees Pension Plan; and
- 4) Schedule of District contributions – WRS Public Employees Pension Plan.

The following other information accompanying the financial statements will not be subjected to the auditing procedures applied in our audit of the financial statements, and our auditor’s report will not provide an opinion or any assurance on that other information.

- 1) Schedule of Wyoming State Assistance



## **Audit Objectives**

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with accounting principles generally accepted in the United States of America. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and will include tests of the accounting records of the District and other procedures we consider necessary to enable us to express such opinions. We will issue a written report upon completion of our audit of the District's financial statements. Our report will be addressed to the Board of Directors of the District. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions on the financial statements are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or may withdraw from this engagement.

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*. The report on internal control and on compliance and other matters will include a paragraph that states (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The paragraph will also state that the report is not suitable for any other purpose. If during our audit we become aware that the District is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with auditing standards generally accepted in the United States of America and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

## **Management Responsibilities**

Management is responsible for the financial statements and all accompanying information as well as all representations contained therein. As part of the audit, we will assist with the preparation of your financial statements and related notes. These non-audit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. You agree to assume all management responsibilities relating to the financial statements and related notes and any other non-audit services we provide. You will be required to acknowledge in the management representation letter our assistance with the preparation of the financial statements and related notes and that you have reviewed and approved the financial statements and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the non-audit services by designating an individual, preferably from senior management, who possesses suitable skills, knowledge, or experience to evaluate the adequacy and results of those services and accept responsibility for them.

Management is responsible for establishing and maintaining effective internal controls, including evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; following laws and regulations; and ensuring that financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles, for the preparation and fair presentation of the financial statements in conformity with accounting standards generally accepted in the United States of America,

and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants and for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts or grant agreements, or abuse that we report.

You are responsible for the preparation of the supplementary information in conformity with accounting standards generally accepted in the United States of America. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying for us previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

### **Audit Procedures—General**

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with auditing standards generally accepted in the United States of America and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential, and of any material abuse that comes to our attention. Our responsibility as auditors is limited to the period covered by our audit and does not extend to later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

#### **Audit Procedures—Internal Control**

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

#### **Audit Procedures—Compliance**

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the District's compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants. However, the objective of our audit will not be to provide an opinion on overall compliance, and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

### Timing and fees

We understand that your employees will prepare all cash or other confirmations we request and will locate any documents selected by us for testing.

The audit documentation for this engagement is the property of DeCoria, Maichel & Teague, P.S. and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to the State of Wyoming or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of DeCoria, Maichel & Teague's personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the District. If we are aware that a federal awarding agency or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

We plan to perform the fieldwork portion of our audit testing during the week of September 16 – 20, 2019. We will coordinate the actual dates of the audit testing with you to accommodate your schedule. We will perform administrative and report preparation during the latter part of September and early October and will present the audited financial statements at the District's October 2019 Board of Directors' meeting. Completion of our work is subject to, among other things, 1) appropriate cooperation from the District's personnel, including timely preparation of necessary schedules, 2) timely responses to our inquiries, and 3) timely communication of all significant accounting and financial reporting matters. When and if for any reason the District is unable to provide such schedules, information and assistance, DeCoria, Maichel & Teague P.S. and you will mutually revise the audit schedule and fee to reflect additional services, if any, required of us to complete the audit.

Our fees are based on the time required by the individuals assigned to the engagement. Our fees for the annual audit for the year ending June 30, 2019 will be \$10,000, subject to the terms and conditions above.

Should any circumstances arise that may result in a need to adjust the fees set forth in the preceding paragraph, we will discuss the circumstances with you and obtain your approval before we proceed. Our fees will be billed monthly as work is performed and are payable upon receipt.

### Other matters

Any additional services that may be requested, and which we agree to provide, will be the subject of separate arrangements.

In the event we are requested or authorized by the District or required by government regulation, subpoena, or other legal process to produce our working papers or our personnel as witnesses with respect to our engagement for the District, the District will, so long as we are not a party to the proceeding in which the information is sought, reimburse us for our professional time and expenses, as well as the fees and expenses of our counsel, incurred in responding to such a request.

The District agrees that it will not, directly or indirectly, agree to assign or transfer any claim against DeCoria, Maichel & Teague P.S. arising out of this engagement to anyone.

This engagement letter reflects the entire agreement between us relating to the services covered by this letter. It replaces and supersedes any previous proposals, correspondence and understandings, whether written or oral. The agreements contained in this engagement letter shall survive the completion or termination of this engagement.

If there are any questions, please call Mike DeCoria at (509) 981-3710. If the services outlined herein are in accordance with your requirements and if the above terms are acceptable, please have one copy of this letter signed in the space provided below and return it to us.

Very truly yours,



DeCoria, Maichel & Teague, P.S.

The services and terms as set forth in this letter are agreed to:

Fremont County Solid Waste Disposal District, by and through its Board of Directors

By: \_\_\_\_\_

Its: \_\_\_\_\_

Date: \_\_\_\_\_

To: Scrap Metal Processors/Purchasers  
From: Fremont County Solid Waste Disposal District  
Subject: Request for Bids – Tin and Aluminum Bale Purchase

### Scope of Work

The Fremont County Solid Waste Disposal District (Owner) is seeking bids for the sale of stockpiled tin bales and aluminum bales generated through our recycling program. The bales are stockpiled at the Riverton Transfer Station. As of **April 3, 2019**, the quantities are as follows:

- Riverton Transfer Station (329 North Smith Road/Riverton, WY/82520): **48** aluminum bales and **33** tin bales

The bales are not guaranteed to be identical in shape or weight. The bale weights will be **approximately 1,100** pounds on the aluminum bales and **approximately 2,000** pounds on the tin bales. All materials are sold as is. Contamination will exist as these are the products of a public recycling program. Bidders are encouraged to schedule a site visit to look over the materials.

All bids shall be based on a per pound basis for each commodity, weighed on the District scales at each facility prior to any shipment leaving. The bidding group will be responsible for pickup of the bales at the sites during normal hours of operation. The District will assist with loading the bales onto a trailer or other transport vehicle. Payment for the materials must be made to the District within 30 days of removal from the sites.

### Duration of Contract

The contract for the tin and aluminum bale purchase will be effective **from the date of the contract approval (anticipated to be May 20, 2019) until contracted work completion.** The bales need to be removed from the District sites within 45 days of the contract approval.

### Contractual Requirements

The Contractor must meet the following requirements:

- Bids must include a bid security in the amount of 5% of the total bid (**based on 26 tons of aluminum and 33 tons of tin and the applicable per pound rate for each commodity**) in the form of a cashier's check, bid bond, or irrevocable letter of credit,
- Maintain \$1,000,000 liability and \$1,000,000 property damage insurance, and
- Maintain Workers' Compensation coverage on all staff utilized in this project.

### Compensation to Fremont County Solid Waste Disposal District

The Contractor shall propose a per pound rate (as read by the District scales) of compensating the Fremont County Solid Waste Disposal District for the sale of the aluminum and tin bales onsite. Full payment for any material that leaves the Districts sites will need to be made to the District within 30-days.

### Proposal Deadline

Sealed proposals must be received by the Fremont County Solid Waste Disposal District by **10:00 am Thursday, May 2, 2019.** Proposals will be publically opened at 10:05 am.

#### Delivery Address:

Fremont County Solid Waste Disposal District  
Re: Tin & Aluminum Bid  
P.O. Box 1400 / 52 Beebee Road  
Lander, Wyoming 82520

Bids must be valid for a period of 45-days after opening. The District reserves the right to reject any or all bids, including without limitation, non-conforming, non-responsive, unbalanced, or conditional bids. The District further reserves the right to reject any bid whom it finds not responsible, or if believed to not be in the best interest of the District.

The Fremont County Solid Waste Disposal District prohibits discrimination against its customers, employees, and applicants for employment on the bases of race, color, national origin, age, disability, sex, gender identity, religion, reprisal, and where applicable, political beliefs, marital status, familial or parental status, sexual orientation, or all or part of an individual's income is derived from any public assistance program, or protected genetic information in employment or in any program or activity conducted or funded by the Department. (Not all prohibited bases will apply to all programs and/or employment activities.) Feel free to contact us at your convenience with any comments or questions at (307) 332-7040 or [afrey.fcswwd@wyoming.com](mailto:afrey.fcswwd@wyoming.com).

**Superintendent**  
**Andrew Frey, P.E.**



**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

May 9, 2019

Fremont County Solid Waste Disposal District  
Board of Directors  
PO Box 1400 / 52 Beebee Road  
Lander, WY 82520

Re: 2019 Tin and Aluminum Bids

Board,

The Fremont County Solid Waste Disposal District (District) advertised the sale of the stockpiled tin and aluminum bales in our inventory, requesting sealed bids for the inventory. The advertisement was run in the local newspapers. We also directly contacted as many scrap metal purchasers that we could find contact information for in the area.

The sealed bids were received until 10:00am on May 2, 2019. At 10:05am the sealed bids were opened publicly with the following results:

<u>Bidding Group</u>	<u>Aluminum Bid</u>	<u>Tin Bid</u>	<u>Total Bid</u>
1. Federal Auto Recycling	\$600/ton (\$15,600)	\$75/ton (\$2,475)	\$18,075
2. Peterson Boys	\$640/ton (\$16,640)	\$70/ton (\$2,310)	\$18,950
3. Hopper Metals	\$760/ton (\$19,760)	\$90/ton (\$2,970)	\$22,730

All bids were compliant with the bidding requirements as required by the District. Based on the bid results, the high bid is Hopper Metals.

I would recommend award of the 2019 Tin and Aluminum Bale Sale to Hopper Metals with a \$760 per ton rate for the stockpiled aluminum bales and a \$90 per ton rate for the stockpiled tin bales.

Thank you,

A blue ink handwritten signature that appears to be 'A' followed by a long horizontal stroke.

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

**To:** Building Window Installation Contractors  
**From:** Fremont County Solid Waste Disposal District  
**Subject:** Request for Proposals – Lander Landfill Office and Scale Window Replacement

**Scope of Work**

The Fremont County Solid Waste Disposal District (Owner) is seeking proposals for removal of existing windows and installation of up to 16 windows. Up to thirteen of the windows are intended for the Lander Landfill Office and up to three windows for the Lander Landfill Scalehouse (both located at 52 Beebee Road, Lander, WY 82520).

**General (All Windows)**

- Dual pane, Single Low-E Coating, U-value of 0.32 or better, Solar Heat Gain Coefficient of 0.36 or better, match existing window sizes, all vinyl windows,
- Individual window pricing to be all inclusive (i.e. removal of existing, freight, installation, caulking, trim, etc.),
- Owner will retain ownership of existing windows.
- Warranty: 20-year on manufacturing defects and 1-year on installation.

**Office Windows**

- Up to 13 windows in total, of which six will be tinted (grey coloring), no additional jam depth:
  - o Up to six will be an awning style with standard manufacturer’s lock, screen, tan in color,
  - o Up to seven will be direct set with style to match existing.

**Scalehouse Windows**

- Up to three windows in total, of which all will be tinted (grey in coloring):
  - o White in color, single sliders, no jam extensions.

**Contractual Requirements**

The Contractor must meet the following requirements:

- Complete a site visit to review the existing windows,
- Bids must include a bid security in the amount of 5% of the total bid in the form of a cashier’s check, bid bond, or irrevocable letter of credit,
- Maintain \$1,000,000 liability and \$1,000,000 property damage insurance, and
- Maintain Workers’ Compensation coverage on all staff utilized in this project.

**Bid Proposal**

➔ Full Package:

o Office Windows:		
▪ Six Awning Style (four tinted)	\$ _____/each	Total = \$ _____
▪ Seven Direct Set (two tinted)	\$ _____/each	Total = \$ _____
o Scalehouse Windows: 3 Windows (all tinted)	\$ _____/each	Total = \$ _____
		<b>Project Total = \$ _____</b>

➔ Partial Package:

o Office Windows:		
▪ Four Awning Style (four tinted)	\$ _____/each	Total = \$ _____
▪ Two Direct Set (two tinted)	\$ _____/each	Total = \$ _____
o Scalehouse Windows: 3 Windows (all tinted)	\$ _____/each	Total = \$ _____
		<b>Project Total = \$ _____</b>

**Proposal Deadline**

Sealed proposals must be received by the Fremont County Solid Waste Disposal District by **10:00 am Thursday, May 9, 2019**. Proposals will be publically opened at 10:05 am.

Delivery Address:

Fremont County Solid Waste Disposal District  
 Re: Office & Scalehouse Window Project  
 P.O. Box 1400 / 52 Beebee Road  
 Lander, Wyoming 82520



Bids must be valid for a period of 45-days after opening. The District reserves the right to reject any or all bids, including without limitation, non-conforming, non-responsive, unbalanced, or conditional bids. The District further reserves the right to reject any bid whom it finds not responsible, or if believed to not be in the best interest of the District.

The Fremont County Solid Waste Disposal District prohibits discrimination against its customers, employees, and applicants for employment on the bases of race, color, national origin, age, disability, sex, gender identity, religion, reprisal, and where applicable, political beliefs, marital status, familial or parental status, sexual orientation, or all or part of an individual's income is derived from any public assistance program, or protected genetic information in employment or in any program or activity conducted or funded by the Department. (Not all prohibited bases will apply to all programs and/or employment activities.) Feel free to contact us at your convenience with any comments or questions at (307) 332-7040 or [afrey.fcswwdd@wyoming.com](mailto:afrey.fcswwdd@wyoming.com).

Superintendent  
Andrew Frey, P.E.



## 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

May 13, 2019

Fremont County Solid Waste Disposal District  
Board of Directors  
PO Box 1400 / 52 Beebee Road  
Lander, WY 82520

Re: Office and Lander Landfill Scale Building Window Replacement

Board,

The Fremont County Solid Waste Disposal District (District) advertised a Request for Proposals on the replacement of up to 16 windows in the District Office building and the Lander Landfill Scale Building. The advertisement was run in the local newspapers. We also directly contacted commercial window contractors that we could find contact information for in the area.

The sealed bids were received until 10:00am on May 9, 2019. At 10:05am the sealed bids were opened publicly with the following results:

Overhead Door Company Full Package @ \$17,931.00 and the Partial Package @ \$9,766.00  
Ace Glass and Mirror Full Package @ \$9,807.00 and no bid provided for the Partial Package

Included in the current operating budget's Infrastructure Improvements Line Item was \$17,000 allocated to this window replacement project. Other allocations within the line item are not being pursued and the additional 931 is available if the Overhead Door bid is pursued.

Only Overhead Door's bid met the bid requirements. With that being considered, I would recommend awarding the Window Replacement Bid to Overhead Door Company of Riverton, WY with a contract price of \$17,931.00.

Thank you,

A handwritten signature in blue ink, appearing to be 'Andrew Frey', written over a horizontal line.

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

Fremont County Solid Waste Disposal District  
**Proposed Fiscal Year 2019-2010 Budget Highlights**  
May 14, 2019

The Fremont County Solid Waste Disposal District continues to work at operating an efficient solid waste program, striving to responsibly manage the Fremont County resident's tax monies.

The current closure and post-closure liability are estimated to be \$18.6 million. This calculated liability only accounts for the closure and post-closure expenses associated with the closing of landfills. This calculated liability does not include the expenses associated with the capital needs associated with developing new landfills, maintaining sites, or replacing equipment. Additionally, this calculated liability grows with the volume of waste placed within the landfills.

Our closure and post-closure reserves are approximately \$15.3 million, including the monies allocated within the Fiscal Year 2019-2020 Proposed Budget.

It should be noted that any monies allocated within our operating budgets that are not spent are directed to our closure and post-closure reserve account. We do not operate under the "use it or lose it" mentality as some governmental programs do. Certain contingencies are built into our budgets to allow for unanticipated needs, such as large-scale equipment repairs, unemployment claims, and increased petroleum prices.

→The actual Fiscal Year 2017-2018 Operating Budget expenditures totaled \$3,298,109.

→The projected Fiscal Year 2018-2019 Operating Budget expenditures are \$4,009,168. This includes installation of a new underground storage facility for liquids collected at the Lander Landfill, as well as development of additional landfill space at the Lander Landfill.

→The proposed Fiscal Year 2019-2020 Operating Budget expenditures are \$6,441,950. Within the proposed budget are significant anticipated expenses including the following:

- \$1.4 million allocated for the Shoshoni Landfill closure,
- \$425,000 allocated to development of additional landfill space at the Dubois Landfill,
- \$475,000 allocated to the purchase of a new waste compactor,
- A 4.25% increase in our health insurance benefit,
- Full employment – impacting the wage and indirect payroll expenses, and
- A \$100 per month wage adjustment for the staff.

The projected revenues are anticipated to decrease with the completion of the demolition portion of the Wyoming Life Resource Center and completion of the Union Pacific Rail-Yard cleanup efforts that had been captured during the prior two fiscal years.

**Superintendent**  
**Andrew Frey, P.E.**



**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

April 25, 2019

Fremont County Solid Waste Disposal District  
Board of Directors  
PO Box 1400 / 52 Beebe Road  
Lander, WY 82520

Re: District Wage Adjustment Summary

Board,

As requested by the Fremont County Solid Waste Disposal District Board of Directors Budgeting Committee, the following summarizes the cost-of-living adjustments and general wage increases provided to the District crew over the past five fiscal years.

<u>Fiscal Year</u>	<u>Adjustment Description</u>
2019-2020	\$100 per month (proposed)
2018-2019	No adjustment provided
2017-2018	Base wage review/state-wide comparison & adjustment (adjustments ranged from \$0.00 per hour to \$1.51 per hour)
2016-2017	No adjustment provided
2015-2016	No adjustment provided

Based on the discussion and guidance from the budget committee, this document will be provided to the commissioners with our draft operating budget presentation for their review. It should be noted that in the fiscal year 2018-2019 operating budget the Board had included funds to provide a 1.8% cost-of-living adjustment (consistent with the Social Security adjustment); however, based on the guidance from the commissioner's this was never implemented.

Additionally, it has been encouraged to summarize the success the District has experienced in being stewards of the taxpayer's monies in the form of financial reserves. The District's financial reserves are committed to the long-term liabilities and future capital requirements. These financial reserves have grown from \$300,000 in 2011, to over \$14 million in 2019. This is a shared success for the District and the County.

Thank you,

A handwritten signature in black ink, appearing to read 'Andrew Frey'.

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

BUDGET SUMMARY

**PAGE 1 - BUDGET SUMMARY**

	YE 6/30/14	YE 6/30/15	YE 6/30/16	YE 6/30/17	YE 6/30/18	2/28/2019	PROJECTED YE 19	Budget 2019-2020
TOTAL CASH REQUIREMENT (EXPENSES)	4,794,821	3,909,940	2,973,761	3,296,571	3,298,109	2,736,214	4,009,168	6,441,950
TOTAL CASH & ANTICIPATED REVENUES	3,230,800	3,124,126	3,046,471	3,110,169	3,625,157	3,881,318	5,838,175	4,341,950
ADDITIONAL FINANCIAL SUPPORT REQUIRED MILL LEVY REVENUES	2,763,442	2,759,135	2,758,371	2,037,358	1,901,514	1,391,632	1,988,456	2,100,000
								EST. 5/14/19, use PY per Tara Berg
								SHOULD EQUAL MILL LEVY

**PAGE 2 - BUDGET MESSAGE NARRATIVE**

NET INCOME (LOSS) / OVER (UNDER) BUDGET

	1,199,421	1,973,321	2,831,081	1,850,956	2,228,562	2,536,736	3,817,464	
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**PAGE 3 - CASH AND ANTICIPATED REVENUES**

TOTAL EST. CASH & INVESTMENTS-END FISCAL YR

	4,567,550	6,663,209	6,663,209	11,264,889	13,544,461	14,762,996	15,000,000	16,000,000
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LESS: UNPAID BILLS PRECEDING FISCAL YEAR

			180,718	165,305	150,000	150,000	150,000	150,000
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CASH & CLOSURE RESERVES

	2,634,218	4,091,270	7,896,526	9,826,512	11,723,496	14,612,996	14,612,996	15,398,275
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CASH AVAILABLE

	0	0	0	0	0	0	237,004	451,725
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ANTICIPATED REVENUES (NOT INCLUDING MILL LEVY)

	3,230,800	3,124,126	3,046,471	3,110,169	3,625,157	3,881,318	5,601,171	3,890,225
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TOTAL CASH & ANTICIPATED REVENUE

	3,230,800	3,124,126	3,046,471	3,110,169	3,625,157	3,881,318	5,838,175	4,341,950
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BUDGETED INCOME/(LOSS), WILL =0  
W/FINAL

ESTIMATE

RESTRICTED CASH (PY + CY ADDITIONS)

FROM REVENUE/RESERVE PG

	ACTUAL					2/28/2019		PROJECTED YE 19	PROPOSED / FINAL	2019-2020	NOTES
	YE 6/30/14	YE 6/30/15	YE 6/30/16	YE 6/30/17	YE 6/30/18	YE 6/30/18	YE 6/30/19	PROJECTED YE 19	2019-2020	2019-2020	
<b>MISC TAX ASSESSMENTS</b>											
AUTO	332,955	336,117	324,680	323,321	323,602	323,602	158,261	323,261	320,000		
MILL LEVY (.003)	2,763,442	2,759,135	2,758,371	2,037,358	1,901,514	1,901,514	1,391,632	1,988,456	2,100,000		USE PY, PER TAKA BERG 5/14/19
MILL LEVY (.003) REPORTED ON SUMMARY PAGE	(2,763,442)	(2,759,135)	(2,758,371)	(2,037,358)	(1,901,514)	(1,901,514)	(1,391,632)	(1,988,456)	(2,100,000)		
<b>OTHER INCOME</b>											
INTERGOVERNMENTAL (EXEMPT PROPERTY)	25,832	46,535	40,137	48,391	41,900	41,900	42,492	42,492	42,000		PY TREND
SLIB GRANT (SAND DRAW)	-	17,030	-	-	-	-	-	-	-		
SLIB: CEASE & TRANSFER GRANT	-	-	-	-	-	-	-	-	673,000		SLIB GRANT
OTHER GRANT/MATCH /MISC REV	104,536	1,271	603	2,656	3,575	3,575	179	500	500		
INVESTMENT INCOME EARNED	(1,554)	11,869	47,483	45,060	166,016	166,016	159,106	238,659	240,625		1.75% ON \$13.75MILL
INVESTMENT INCOME UNREALIZED	-	-	-	(33,216)	(127,552)	(127,552)	-	-	-		
UNION CELL PHONE TOWER LEASE	3,644	7,279	7,466	7,679	6,832	6,832	-	3,600	3,600		PER CONTRACT (April)
RECYCLING	132,993	176,341	105,806	165,128	105,013	105,013	62,711	94,067	100,000		NO TIN OR ALUM SALES EXPECTED, SCRAP VALUE DOWN
COMPOST SALES	5,331	7,769	9,516	10,890	13,441	13,441	4,415	10,623	10,500		PY TREND
SALE OF ASSETS	30,343	26,077	-	-	11,861	11,861	-	-	-		NO SALES OR TRADE-IN EXPECTED
USER FEES	2,596,720	2,493,838	2,510,780	2,540,260	3,080,469	3,080,469	3,454,154	4,887,970	2,500,000		WORKING AVERAGE
	<b>3,230,800</b>	<b>3,124,126</b>	<b>3,046,471</b>	<b>3,110,169</b>	<b>3,625,157</b>	<b>3,625,157</b>	<b>3,881,318</b>	<b>5,601,171</b>	<b>3,890,225</b>		
<b>RESERVE FUNDS WORKSHEET</b>											
BALANCE OF CASH RESERVE-BEG BUDGET YR	300,000	300,000	500,000	500,000	500,000	500,000	750,000	750,000	750,000		EST 3 MONTHS OPERATING EXP
LANDFILL CLOSURE/POST CLOSURE - BEG BUDGET Y	1,592,071	2,334,218	3,591,270	7,396,526	9,326,512	9,326,512	10,973,496	10,973,496	13,862,996		
+ AMT TO BE ADDED TO CASH RESERVE		200,000			250,000	250,000					
+ AMT TO BE ADDED TO CLOSURE/POST CLOSURE RESER	742,147	1,257,052	3,805,256	1,929,986	1,646,984	1,646,984	2,889,500	2,889,500	785,279		CLOSURE & POST-CLOSURE FUND
BALANCE IN RESERVE FUND	<b>2,634,218</b>	<b>4,091,270</b>	<b>7,896,526</b>	<b>9,826,512</b>	<b>11,723,496</b>	<b>11,723,496</b>	<b>14,612,996</b>	<b>14,612,996</b>	<b>15,398,275</b>		

FREMONT COUNTY SOLID WASTE BUDGET  
 BUDGETED EXPENSES  
 FISCAL YEAR 2019-20

EXPENSES

	ACTUAL						2/28/2019	PROJECTED YE 19	PROPOSED / FINAL 2019-2020	NOTES
	YE 6/30/14	YE 6/30/15	YE 6/30/16	YE 6/30/17	YE 6/30/18	YE 6/30/19				
<b>WAGES:</b>										
O OPERATIONS	1,087,689	768,319	734,124	754,268	731,831	481,763	729,623	835,800	full employment 4/9/19 23 FT, 3 PT (29 hrs) or 25 FT, 1PT	
A ADMINISTRATION	328,370	345,202	320,497	326,185	331,140	224,115	333,549	338,400	5 FULL TIME (included in 23 FT above)	
I VAC/SICK LIAB (unused pd)	35,574	62,121	6,722	6,256	10,053	1,380	2,070	10,000	CONSERVATIVE AVERAGE	
<b>TOTAL WAGES</b>	<b>1,451,633</b>	<b>1,175,642</b>	<b>1,061,343</b>	<b>1,086,709</b>	<b>1,073,024</b>	<b>707,258</b>	<b>1,065,242</b>	<b>1,184,200</b>		
<b>INDIRECT PAYROLL COSTS</b>										
I FICA/MEDICARE	106,614	85,554	76,176	77,731	76,142	48,933	73,400	85,300		
I WORKERS COMP	38,759	33,035	35,092	37,094	31,500	27,795	44,693	30,100	EST NEW RATE IS 2.54%, (WAS 3.93%)	
I UNEMPLOYMENT	2,224	14,155	18,835	13,704	7,476	0	0	15,000	CONSERVATIVE AVERAGE	
I RETIREMENT	192,869	159,351	148,386	147,330	144,068	97,225	145,838	170,000	INCREASE RATES FOR BOTH ER & EE	
I HEALTH INS/HEALTH BENEFITS	379,480	296,514	211,589	229,378	239,201	199,465	299,198	364,000	APPROX INCREASE 4.35% IN ACTUAL RATES. BUDGET ASSUMES FULL EMPLOYMENT	
I HSA CONTRIBUTIONS		33,000	40,964	32,042	32,250	21,584	32,376	38,000	\$1,000/YR SINGLE, \$2,000/YR FAMILY	
I HRA COMPONENT			47,650	31,651	26,393	7,757	11,636	67,450	HRA w/ 50% UTILIZATION	
<b>TOTAL HEALTH BENEFITS</b>										
<b>TOTAL WAGES + BENEFITS</b>	<b>2,171,579</b>	<b>1,797,251</b>	<b>1,640,035</b>	<b>1,655,639</b>	<b>1,630,054</b>	<b>1,110,017</b>	<b>1,672,383</b>	<b>1,954,050</b>	<i>Budget for full employment 23 FT, 3 PT (29 hrs) or 25 FT, 1PT</i>	
<b>NUMBER FTE</b>	<b>33.40</b>	<b>24.29</b>	<b>23.88</b>	<b>23.87</b>	<b>23.33</b>	<b>22.81</b>	<b>23.15</b>	<b>25.25</b>		
<b>AVERAGE PVRL/FTE</b>	<b>65,017</b>	<b>73,991</b>	<b>68,690</b>	<b>69,361</b>	<b>69,866</b>	<b>48,661</b>	<b>72,257</b>	<b>77,257</b>		
<b>INSURANCE</b>										
I LIABILITY	14,133	12,989	11,120	9,349	7,837	8,761	8,800	7,800	INVOICED AMT FOR 2019-20	
I BLDGS, VEHICLE, EQUIP	26,192	26,978	23,997	27,328	35,488	24,448	24,500	26,000	WY ASSN OF RISK MGMT	
I BOND (EMPLOYEES)	135	150	100	100	100	200	200	100	1 RENEWAL (next notary renewal 11/2022)	
<b>TOTAL INDIRECT</b>	<b>795,980</b>	<b>723,847</b>	<b>620,631</b>	<b>611,963</b>	<b>610,508</b>	<b>437,548</b>	<b>642,711</b>	<b>813,750</b>		
<b>CAPITAL OUTLAY BUDGET</b>										
C EQUIPMENT	442,778	706,137	16,438	182,661	39,329	144,669	286,669	563,500	816K WASTE COMP, 2 USED END DUMP TRKS, 416 BACKHOE QUICK TACH BUCKET/FORKS, LDR GRAPPLE BUCKET, VERT COLLIFT FOR HEAVY TRKS	
C INFRASTRUCTURE IMPROVEMENTS		6,442	26,605	2,618	55,682	630,148	650,000	482,750	RIV BRKRM BRM, OFF WINDOW (PH II), RIV/LNDR TS ACCESS PROTECT (GAS TESTING), PORT PANELS FOR CUST GUIDE, DUB EXCA, ELECT GATE LNDR, PORT TOILET ENCLOSURE SD, ONSITE FUEL STORAGE RIV TS, LNDR BRKRM FLOOR/WALLS, REFRIG LNDR BRKRM, A/C BRKRMS (S), DUB SCALE WIND SCREEN, FENCE MISS VLY TS	
C OFFICE EQUIPMENT	20,165	15,192	0	2,403	22,347	0	17,000	20,100	DUB OFF EQUIP, CONDUIT/CABLE, AF LAPTOP, COMP REPLACE, WW UPGRADE, TRANSPORTER ALLOW	
<b>TOTAL CAPITAL OUTLAY</b>	<b>469,677</b>	<b>761,831</b>	<b>43,043</b>	<b>187,682</b>	<b>117,358</b>	<b>774,817</b>	<b>953,669</b>	<b>1,066,350</b>		

FREMONT COUNTY SOLID WASTE BUDGET  
 BUDGETED EXPENSES  
 FISCAL YEAR 2019-20

EXPENSES

PROPOSED /  
 FINAL  
 2019-2020

2019-2020  
 NOTES

**OPERATIONS BUDGET**

O WAGES (ABOVE)

ACTUAL	YE 6/30/14	YE 6/30/15	YE 6/30/16	YE 6/30/17	YE 6/30/18	2/28/2019	PROJECTED YE 19	PROPOSED / FINAL 2019-2020
1,087,689	768,319	734,124	754,268	731,831	481,763	729,623	835,800	

**OPERATING SUPPLIES**

O FUEL, LUBE, FILTERS	246,449	230,451	184,791	177,295	171,981	126,415	189,623	230,000	ALLOW FOR INCREASE IN PETRO PRICE
O SAFETY	32,838	22,232	29,239	28,884	22,842	7,433	19,150	38,500	UNIFORMS, VESTS, GLOVES, SAFETY REIMB ALLOW, SUB. ABUSE TESTING, BACKGRND CHKS, FIRE EXT, FIRST AID, RADIOS, SCALE CAT WALKS, ETC.
O TOOLS	4,532	5,984	7,876	3,503	3,813	3,060	6,590	7,000	PARTS WASHER, CORDLESS GREASE GUNS, GENERAL TOOLS, SPECIALTY TOOLS, MISC
O SUPPLIES	5,268	13,031	11,601	15,776	7,429	10,038	15,057	16,000	PY TREND
O TIRES	59,164	41,264	15,603	41,397	28,277	16,097	24,146	55,000	SCRAPER TIRES X2, DRVR TIRES X3, LOADER TIRES X2, TRLR TIRES X2, STEER X3, P/U TIRES X2, REPAIRS, MISC
O BALE WIRE	54,601	3,799	0	0	0	0	0	9,000	POTENTIAL ORDER
O BALER REPAIRS	53,576	6,893	3,027	411	10,856	13,497	20,246	35,000	CONTINGENCY FOR COMP SYS, RAMS, CAMERA SYS
O HEAVY EQUIP REPAIRS	114,572	154,624	57,968	66,211	168,642	48,609	137,914	274,450	D6 UNDERCARRIAGE, D8 DRIVE TRAIN, BACKHOE ENG, 816 DIFF/BRKES/TORQUE CONVERT/PUMPS, WALKING FLOOR TRLR, WF TOP, CUTTING EDGES, WINDSHIELDS, 906 FENDER/LIGHTS, 816 F2 CLEANERS, SCRAPER FRNT END, DIESEL P/U REPAIRS, SERV TRK INJECTORS
O LEASE/RENTALS	48,191	21,495	22,530	26,924	27,285	12,258	18,387	30,000	CONSERVATIVE AVERAGE

**OTHER (OPERATIONS)**

O TRANSFER STATIONS	1,386	1,057	470	1,846	922	190	3,285	4,000	RECEIPTS, LOCKS/KEYS, FENCE/GATE REPAIR, GRAVEL
O WRIR TRANSFER STATIONS	240,418	250,000	255,000	250,000	250,000	169,767	255,000	260,000	NEW CONTRACT
O SITE MAINTENANCE	56,366	43,576	24,552	46,871	34,556	45,379	68,069	123,500	RIV/SD AGGREGATE, LINDR/DUB AGGREGATE, LINDR SUPER BLKS, WASH PAD LINDR, SIGNAGE, WINDSCREEN MATERIALS, RIV PAINT, ALT COVER, SEEDING
O FIN ASSURANCE, REG FEES/EXP	4,097	713	1,513	728	3,225	258	2,963	5,000	EMISSION \$3K, FIN ASSUR. \$1K, PERMITS \$1K (POTENTIAL CHANGE IN GUIDELINE)
O RECYCLING/HHW & CCE	121,064	79,886	141,438	159,201	147,754	59,347	134,021	182,000	E-WASTE, MOTOR OIL, CES, CLEAN-UP EVENTS + LINDR RECYL AREA CONCRETE, RIV RECYL AREA, SIGNS
O BAD DEBTS	211	0	1,201	2,565	0	51	77	1,000	POTENTIAL WRITE OFF OLD ACCTS
O LANDFILL CLOSURE	0	0	0	0	0	0	0	1,400,000	SHOSHONI FY 2019-20
O UTILITIES	184,168	162,611	186,526	232,333	156,824	85,525	128,288	165,000	PY TREND & MRKT FLUX
O SCALE HOUSES	7,008	13,879	16,166	17,268	19,120	11,376	17,064	20,000	PY TREND & ALLOW FOR REPAIRS
<b>TOTAL OPERATIONS</b>	<b>2,321,598</b>	<b>1,819,814</b>	<b>1,699,625</b>	<b>1,825,481</b>	<b>1,785,357</b>	<b>1,091,063</b>	<b>1,769,503</b>	<b>3,691,250</b>	



FREMONT COUNTY SOLID WASTE BUDGET  
 BUDGETED EXPENSES  
 FISCAL YEAR 2019-20

EXPENSES

	ACTUAL						2/28/2019	PROJECTED YE 19	PROPOSED / FINAL 2019-2020	2019-2020 NOTES
	YE 6/30/14	YE 6/30/15	YE 6/30/16	YE 6/30/17	YE 6/30/18	YE 6/30/19				
<b>ADMINISTRATION BUDGET</b>										
A WAGES (FROM ABOVE)	328,370	345,202	320,497	326,185	331,140	224,115	333,549	338,400		
<b>TRAVEL, SEMINARS, TRAINING</b>										
A BOARD TRAVEL, SEMINAR, TRAINING	8,631	5,418	4,669	4,057	3,410	830	3,245	5,500	MILEAGE, MEALS, SEMINARS	
A STAFF TRAVEL, SEMINAR, TRAINING	4,252	7,866	8,152	6,303	7,184	7,540	8,040	10,000	STAFF TRAINING (WSWRA, HAZ PCB), SITE VISITS, SEMINARS, XMAS PARTY	
<b>CONTRACTUAL</b>										
A LEGAL	10,394	8,685	11,500	8,918	11,715	5,721	8,582	15,000		
A AUDIT	9,800	9,800	9,950	9,950	9,950	10,000	10,000	10,000	PER DM-T ENGAGEMENT LETTER	
A ENGINEERING	266,796	159,015	206,694	254,568	356,630	141,851	212,777	398,700	B&M: CONCRETE WASH PAD DESIGN, DUBOIS EXCAVATION PLANS, CAPACITY AUDITS, TECH ASST, CIP UPDATE; TRHY: TECH ASST, ENV MONITOR, SHO CLOSURE; WHHS: SURVEY & STAKING	
A PUBLIC COMMUNICATIONS (MRKTG)	7,815	1,656	2,044	3,406	10,572	1,880	4,220	10,000	PUBLIC COMMUNICATION	
A ACCOUNTANT	29,948	37,350	23,175	22,748	19,800	14,775	22,163	30,000	PY TREND / UNKNOWNNS	
A CONTRACT SERVICES	3,485	750	5,408	2,500	0	619	825	10,000	GENERAL/UNKNOWNNS	
<b>OTHER</b>										
A OFFICE SUPPLIES	4,714	6,463	6,555	6,018	6,338	4,508	6,762	7,500	GENERAL SUPPLIES	
A OFFICE EQ/MAINT & REPAIRS	3,513	4,936	5,941	8,566	7,122	4,265	8,098	10,000	TCI, TECH SUPPORT FOR CONVERSION	
A POSTAGE	3,509	2,656	1,582	2,689	1,553	1,425	2,138	2,500	CONSERVATIVE AVERAGE	
A ADVERTISING	4,902	8,059	1,801	3,499	3,795	3,264	4,896	5,000	MEETINGS, JOB ANNOUNCEMENTS, OTHER	
A BANK FEES	6,966	6,592	8,494	12,038	15,677	11,993	17,990	18,000	INCREASE CC USAGE & INCREASED REV	
<b>TOTAL ADMIN</b>	<b>697,375</b>	<b>604,448</b>	<b>616,462</b>	<b>671,445</b>	<b>784,886</b>	<b>432,786</b>	<b>643,285</b>	<b>870,600</b>		
D DEBT SERVICE PRINCIPAL	493,090	0	0	0	0	0	0	0	ALL DEBT PAID IN FULL	
D DEBT SERVICE INTEREST	17,101	0	0	0	0	0	0	0		
<b>TOTAL DEBT SERVICE</b>	<b>510,191</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>		
<b>TOTAL CASH REQUIREMENT</b>										
A TOTAL ADMIN	697,375	604,448	616,462	671,445	784,886	432,786	643,285	870,600		
O TOTAL OPERATIONS	2,321,598	1,819,814	1,693,625	1,825,481	1,785,357	1,091,063	1,769,503	3,691,250		
I TOTAL INDIRECT	795,980	723,847	620,631	611,963	610,508	437,548	642,711	813,750		
C TOTAL CAPITAL OUTLAY	469,677	761,831	43,043	187,682	117,358	774,817	953,669	1,066,350		
D DEBT SERVICE	510,191	-	-	-	-	-	-	-		
<b>TOTAL CASH REQUIREMENT</b>	<b>4,794,821</b>	<b>3,909,940</b>	<b>2,973,761</b>	<b>3,296,571</b>	<b>3,298,109</b>	<b>2,736,214</b>	<b>4,009,168</b>	<b>6,441,950</b>		