



FREMONT COUNTY SOLID WASTE DISPOSAL DISTRICT

Member of Wyoming Solid Waste and Recycling Association (WSWRA)

P.O. Box 1400

Lander, WY 82520

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trashmatters.org

MEETING AGENDA

FREMONT COUNTY SOLID WASTE DISPOSAL DISTRICT

BOARD OF DIRECTORS – REGULAR MEETING

January 20, 2020 - 9:30 a.m.

1. PRELIMINARY ITEMS:

- a. Pledge of Allegiance
- b. Roll Call: Michael Adams, Steve Baumann, Gary Weisz, Rick Klapproth, Mark Moxley, Rob Dolcater, Rod Haper, 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 November 2019 Board Meeting
- b. Approval of the Accounts Payable
 - i. November 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. Introduction of New Board Member (*Discussions*)
- b. Board Officer Elections (Chairman, Vice-Chairman, and Secretary/Treasurer) (*Discussions and Formal Action*)
- c. Notice: IRS Mileage Reimbursement Rate of \$0.575 per Mile (*Discussions*)
- d. New Year/Board Resolutions: (*Discussions and Formal Action*)
 - i. Proposed Resolution 01-2020: Authorized Depositors
 - ii. Proposed Resolution 02-2020: Authorized Account Signers
 - iii. Proposed Resolution 03-2020: Authorized Facsimile Signatures (State of WY requirement)
- e. FCSWDD: Operational Efficiency Evaluation and Master Plan Project Idea – Proposal (*Discussions*)
- f. Historic Summary of Solid Waste Relations: FCSWDD and WRIR – DRAFT Report (*Discussions*)

4. NEW BUSINESS

5. CALL FOR ADJOURNMENT

6. UPCOMING MEETING(S):

- a. The next Regularly Scheduled Meeting(s):
 - i. January 20, 2020, at 9:30 a.m.



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FREMONT COUNTY SOLID WASTE DISPOSAL DISTRICT

Minutes of Regular Board Meeting

December 16, 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:

<u>Board Members:</u>	Gina Clingerman, Rick Klaproth, Gary Weisz, Steve Baumann, Rob Dolcater, Jennifer Lamb, Michael Adams, Robert Townsend and Mark Moxley
<u>Excused Member(s):</u>	N/A
<u>Unexcused Member(s):</u>	N/A
<u>Commissioner Liaison:</u>	Mike Jones (excused – absent)
<u>Community Liaisons:</u>	Kyle Larson (City of Riverton)
<u>Attorney:</u>	Rick Sollars (Western Law & Assoc.)
<u>Staff:</u>	Linda Kummer (Bookkeeper)
<u>Consultant(s):</u>	No consultants in attendance
<u>Guest(s):</u>	Rod Haper

d. **Approval of Agenda**

CHAIRMAN MARK MOXLEY informed everyone that Michael Adams, Rod Haper, and himself had been appointed by the commissioners as Board members. He encouraged everyone to think about the elections for Board executive positions next month, and suggested an Executive Session be added to the end of the agenda.

GINA CLINGERMAN made a motion to approve the consent agenda, moving the 2018-2019 Superintendent of Operations Annual Review to the end of the agenda and adding an Executive Session. ROB DOLCATER seconded the motion. **MOTION CARRIED**

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

CHAIRMAN MARK MOXLEY introduced Rod Haper to those in attendance as the newest appointed Board member starting in January 2020. He then opened the floor to public comment. Hearing no comments, the Public Comment period was closed.

2. CONSENT ITEMS:

a. **Approval of Prior Meeting Minutes**

- i. November 2019 Board Meeting

b. **Approval of Accounts Payable**

- i. November 2019 Invoices

c. **Acceptance of Consultants Reports:**

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

d. Acceptance of Staff Reports:

- i. Superintendent Report

3. OTHER ITEMS OF BUSINESS:

a. Historic Summary of Solid Waste Relations: FCSWDD and WRIR (*Discussions*)

Superintendent Frey referenced the DRAFT summary report that was provided within the Board packets and requested feedback.

Discussions: (1.) The document provides actual supporting documents for the various timeframes. (2.) A written description of the District's operations during the various referenced timeframes would provide a perspective for the decisions and agreements made. (3.) A reference of the funded and un-funded financial assurance requirements during the timeframes would provide additional value.

b. FY 2018-2019 Landfill Capacity Audits (*Discussions*)

Superintendent Frey informed the Board that hard copies of the most recent capacity audits completed by Burns and McDonnell were provided at their respective seats. A summary of the highlights was provided in the Superintendent's Report.

c. Health Benefit Committee (*Discussions*)

GINA CLINGERMAN informed the Board that the Health Benefit Committee met on November 20, 2019, and concluded that the current health benefit is working well and has been impacted with only minor rate increases. The staff will be surveyed to better understand their opinion of the benefit. Tegeler is working with the committee to review other providers to evaluate potential alternatives and cost savings.

d. Plaque of Appreciation - Award

CHAIRMAN MARK MOXLEY provided retiring Board member GINA CLINGERMAN with a plaque of appreciation from the District and thanking her for her years of devoted service.

4. NEW BUSINESS:

a. 2020 Board Executive Positions – Elections

Superintendent Frey reminded the Board that there will elections for the three executive Board positions next month.

b. 2020 Facility Tours

Superintendent Frey offered to again provide driving tours of the District's sites/facilities to all new and existing Board members.

5. EXECUTIVE SESSION: Personnel

VICE-CHAIRMAN MICHAEL ADAMS made a motion to enter Executive Session to discuss personnel at 10:22am, allowing the District Attorney to remain and the Superintendent and Bookkeeper to remain in the building. GARY WEISZ seconded the motion. **MOTION CARRIED**

VICE-CHAIRMAN MICHAEL ADAMS made a motion to exit Executive Session at 11:22. GARY WEISZ seconded the motion. **MOTION CARRIED**

6. **ADDITIONAL ITEMS OF BUSINESS:**

a. **2018-2019 Superintendent of Operations Annual Review (*Discussions*)**

Discussions: (1.) CHAIRMAN MARK MOXLEY stated that the Board is pleased with the Superintendent's performance over the past year and will be working to finalize into writing the Board's goals for the next year.

ROB DOLCATER made a motion to provide the Superintendent of Operations an additional 10 days of vacation and a \$5,000 bonus as part of his annual performance evaluation. GINA CLINGERMAN seconded the motion. **MOTION CARRIED**

7. **CALL FOR ADJOURNMENT**

GARY WEISZ made a motion to adjourn at 11:32am. GINA CLINGERMAN seconded the motion. **MOTION CARRIED**

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

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

- i. January 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

Fremont County Solid Waste Disposal District
Balance Sheet
As of December 31, 2019

	<u>Dec 31, 19</u>
ASSETS	
Current Assets	
Checking/Savings	
122105 · Petty Cash	300.00
122106 · Transfer Station Cash	400.00
122107 · Scale House Cash	1,600.00
123110 · CB&T Checking	25,794.71
123115 · Edward Jones Investments	5,559,013.13
123120 · Bank of Jackson Hole	71,171.24
123130 · Wyo Star	8,120,684.21
123132 · Wyo Star II	2,879,451.87
124135 · U.S. Bank	1,710,458.62
Total Checking/Savings	<u>18,368,873.78</u>
Accounts Receivable	271,598.63
Other Current Assets	<u>10,485.00</u>
Total Current Assets	<u>18,650,957.41</u>
TOTAL ASSETS	<u>18,650,957.41</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	<u>72,659.07</u>
Total Liabilities	72,659.07
Equity	
32000 · Unrestricted Net Assets	2,269,168.63
380860 · Cash Reserve	750,000.00
380970 · Closure/Post-Closure Reserve	14,617,116.00
Net Income	942,013.71
Total Equity	<u>18,578,298.34</u>
TOTAL LIABILITIES & EQUITY	<u>18,650,957.41</u>



memorandum

To: Andy Frey, P.E., Superintendent, Fremont County SWDD
From: Jeff Young, P.E.
cc: Fremont County SWDD Board
Date: January 13, 2020
Re: Project Updates for January 20, 2020 Board Meeting

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 – FCSWDD 2019-2020 Monitoring (Task Order 10-026 / Trihydro Project 09Y-008-005)

A routine environmental monitoring event was conducted in early October 2019. Statistical analysis and reporting are complete and reports are under internal review. Reports will be submitted for FCSWDD review during the week of January 13, with anticipated turnaround to the WDEQ soon after. The next routine monitoring event is scheduled for February and is for methane monitoring.

Semiannual air quality reporting for the Sand Draw Landfill is underway, including work towards compliance certification reporting, routine semiannual reporting, and non-methane organic compound reporting. Caroline Brewer will work closely with Mr. Andy Frey to make sure these reports are certified and submitted by January 31, 2020.

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

Technical assistance activities during the previous month included:

- Caroline Brewer and Andy Frey have continued discussions relating to historical groundwater monitoring activities at the Lander and Sand Draw Landfills and pathways forward towards establishing a groundwater classification for the Lander Landfill and more appropriate compliance points.
- A project status report was prepared for the monthly Board meeting.



Andy Frey, FCSWDD
January 13, 2020
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Shoshoni Landfill – Water Balance Cover and Closure Permit (Task Order 10-021 / Trihydro Project 09Y-004-002)

Trihydro is currently discussing the closure schedule with Superintendent Frey, as the closure may be delayed in order to accept waste from upcoming construction projects in the area.

Please let us know if you have any questions or need additional information. You can call me on my cell phone (307-851-4674), send me an email (jyoung@trihydro.com), or stop by our office at 388 Main Street, Suite C, in Lander.

Attachment:

- None

END OF MEMORANDUM

Memorandum



Date: January 10, 2020

To: Andy Frey, PE, Fremont County Solid Waste Disposal District

From: Matt Evans, PE

Subject: Progress Report – January 2020

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

Capacity Audits

The Capacity Audit reports have been completed. Throughout the course of the year the reports are sometimes revisited, and calculations and analysis are updated to evaluate changes in operations or alternative operations scenarios. Burns & McDonnell will complete revised calculations and analysis as directed by the Superintendent.

Technical Engineering Assistance

Burns & McDonnell 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 budget model updates were completed in May 2019. Next year's model updates will be completed in the spring of 2020. However, throughout the course of the year, the Superintendent and Burns & McDonnell may review the model for planning purposes as directed by the Superintendent. Aspects of the model that are anticipated to be reviewed in depth this year are the current cost of recycling and post closure costs longer than 30 years.

Lander Landfill Concrete Wash Pad Design

The concrete pad design was completed in 2019.

Dubois Landfill Cell Excavation Plan Preparation

Plan preparation for the excavation of the next construction and demolition debris landfill cell at Dubois is in progress. The excavation plan has been modified based on the as-built location of the MSW final cover anchor trench which extended into the construction and demolition debris landfill excavation footprint. Contractor construction plans are being developed that allow for the District to perform some of the excavation and reduce the overall cost of the project.

On-call Surveying

Staking of the existing MSW anchor trench at Dubois adjacent to the area to be excavated for the C&D landfill expansion were completed in early January.

Memorandum *(continued)*



January 10, 2020

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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 at your earliest convenience.

Fremont County Solid Waste Disposal District
Superintendent Report
January 14, 2020

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 = \$140 & 31,472 total tons
 - b. 2014 = \$176 & 27,562 total tons
 - c. 2015 = \$99 & 31,890 total tons
 - d. 2016 = \$103 & 29,659 total tons
 - e. 2017 = \$102 & 33,483 total tons
 - f. 2018 = \$106 & 36,352 total tons
 - g. 2019 = \$88 & 41,900 total tons

Staff:

1. April and May 2020 – the annual District safety training has been scheduled with both LGLP and Peak Environmental. The Tribal Solid Waste staff and the Transfer Station Volunteer groups will be notified.
2. January 2020 – the District hired two full-time staff members into the new “Waste Diversion/Recycling” positions. As a reminder these are new full-time positions intended to better educate the public on recycling and lower our contamination amounts.
3. December 2019 – the District continued efforts towards safety awareness purchased ice cleats for staff.
4. October 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 → 4 years and 6 month, 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 4 years!!
5. December 7, 2019 – The District’s Christmas Party was held with great participation. Thank you to all who attended!

Board:

1. January 2020 – Just a reminder that we will be holding elections for our Board Officer positions (i.e. Board Chairperson, Vice-Chair, and Secretary/Treasurer) at the January meeting!
2. January 2020 – We will again be offering tours of our facilities to existing and new staff members. Start thinking about your interest and availability.
3. 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 Klaproth, 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 Weiz, and Rob Dolcater.
4. November 20, 2019 – The Health Benefit Committee met to discuss the health benefit provided by the District with intentions to present and discuss their recommendations at the December 2019 meeting.
 5. November 21, 2019 – The Recycling Committee met to review the current waste diversion and recycling programs. The committee worked to develop a list of additional information to present them with at the next meeting (i.e. 5-year history of commodity rates and a draft article for public education), and developed a list of future objectives (i.e. legislative discussions around single-use plastics, consideration of a open house to meet with the public and discuss recycling, research input options on packaging associations, and a potential media outlet plan).

Inter-Government:

1. State:
 - a. December 9, 2019 – The District met with a representative of the State of Wyoming’s **Workers’ Compensation** group to review District policies that impact the work comp scoring. Additionally, this group conducted site inspections associated with the next compliance inspections previously conducted by OSHA. There were no major concerns. The concerns were the typical damaged extension cords, secondary labeling on spray bottles, and damaged labeling on lifts. The Lander Office, Shop, Transfer Station, Recycling Area, and Landfill were inspected, as well as the Riverton Transfer Station and Recycling Area, and the Sand Draw Landfill and Shop.
2. County:
 - a. December 10, 2019 – Following the interviews by the Commissioners with potential Board members, Commissioner Thomas asked that we work to clarify that the funds provided by the District to the Tribal Solid Waste Program are not donations and that there is accountability.
3. Municipalities:
 - a. October 2019 – A letter was drafted at the request of Chairman Mark Moxley to the Town of Shoshoni notifying them that the opportunity for a **community-based transfer station program** was not limited to only volunteers, and that if the Town was interested in pursuing the operation it would be an option.
 - b. November 2019 – Tim Davis from Shoshoni contacted the District to provide notice of **two demolition projects** coming up in the Town of Shoshoni where he will be knocking down some commercial buildings.

- i. November 2019 – The District submitted an authorization request from the WDEQ-SHWD regarding acceptance of friable asbestos associated with the demolition projects.
- ii. January 2020 – The District received written authorization allowing the acceptance of all materials at the Shoshoni Landfill. This information was communicated to Tim Davis and they are working to schedule the project.
- c. December 3, 2019 – The City of Riverton Council met at their regularly scheduled meeting to discuss removal of their **curbside recycling program**. There was a number of city residents that commented in favor of retaining the service. Additionally, there were CES clients and staff, as well as District representative that offered comment.
 - i. The Council voted to keep the curbside program.

Regulatory/Engineering/Legal/General Contractors

Regulatory:

- 1. November 2019 – The District submitted the first draft reimbursement request for the **Shoshoni Landfill Closure** grant. The request is currently limited to the engineering work associated with the closure permit and design. There is a 10% maximum allowed for engineering work within these grant programs.

Engineering:

- 1. The 2018-2019 **Capacity Audit** reports will be distributed at the December Board meeting.

A relatively quick summary of the reports is as follows:

<u>Landfill</u>	<u>Waste Rec'd</u>	<u>Airspace Consumed</u>	<u>AUF</u>	<u>Projected Closure Date</u>
Lander	40,056 tons	62,551 yd ³	1,281 lbs/yd ³	2029
Sand Draw	3,776 tons	11,674 yd ³	647 lbs/yd ³	2051 (2085 with the expansion area)
Dubois	489 tons*	2,309 yd ³	397 lbs/yd ³	2089
Shoshoni	no scale	16,551 yd ³	not calculated	2020

**The tonnages for Dubois only reflect the C&D waste tonnages buried onsite and not the MSW transferred to the Lander Landfill.*

Legal – No Updates

General Contractors:

- 1. November 14, 2019 – The District staff received training on **proper electronic waste sorting** and disassembly processes.

Sites/Operations/Equipment:

Sites:

- 1. November 2019 – District staff finished regrading and resurfacing a new **road to the scrap metal recycling area** at the Lander Landfill.

2. November 2019 – District staff finished constructing stormwater diversion berms along slopes of the Lander Landfill that have reached final grades.
3. November 2019 – The District is having ***signage constructed for guidance*** to drive to the Dubois Landfill. We will be working with the Town to install the signs.

Operations – ***No Updates***

Equipment – ***No Updates***

Miscellaneous/Upcoming Work & Events/Work in Progress:

Miscellaneous ***No Updates***

Upcoming Work & Events: ***No Updates***

Work in Progress:

- a. December 2019 – The District continues to work to develop a battery recycling program. Within the research completed it has been found that certain battery types outside of lead-acid batteries have programs that cover the recycling costs covered by the manufacturers. We are now working to identify the recycling rates for types outside of these.

Thank you,



Andrew Frey, P.E.

Superintendent of Operations

Fremont County Solid Waste Disposal District

Fremont County Solid Waste Disposal District
General Information and Operational Milestones (since 2011)
Revision Date: January 13, 2020

General Information: The Fremont County Solid Waste Disposal District (District) was formed in 1979 by the County Commissioners. The District has a Board of Directors made up of nine Board members appointed by the commissioners. The Board terms are three years with no term limit. The District encompasses all of Fremont County and operates the following sites:

- ➔ **Landfills:** The landfills include the Lander Landfill (municipal solid waste landfill), Sand Draw Landfill (municipal solid waste landfill), Dubois Landfill (construction and demolition waste landfill), and the Shoshoni Landfill (construction and demolition waste landfill).
- ➔ **Transfer Stations:** The standard transfer stations include the Lander Transfer Station (located at the Lander Landfill), Riverton Transfer Station, and the Dubois Transfer Station.
- ➔ **Recycling Drop-Offs:** The primary free Recycling Drop-Offs are located at the Lander Landfill, Riverton Transfer Station, and the Dubois Landfill.
- ➔ **Rural Transfer Stations:** The rural transfer station sites are located at/near Lysite, Jeffrey City, Atlantic City, Pavillion, Missouri Valley, and Shoshoni.
- ➔ **Contracted Rural Transfer Stations:** The contracted rural transfer stations are all located on the Wind River Indian Reservation and are located at/near Fort Washakie, Ethete, Crowheart, and Arapahoe.

Prior to 2009, the District's only revenue stream included the 3-mil allocation from property taxes, oil and gas royalties, and auto taxes. In 2009, the District implemented a disposal fee paid for all waste disposed of. The primary disposal fee is \$80 per ton for MSW. There are other specialty waste fees as defined within the District's Rules and Regulations.

Detailed information on our recycling and waste diversion programs, specific site schedules, Board meeting documents, job postings, and other pertinent District information can be located on our website trashmatters.org.

Milestones:

1. **Financial Standing:** In late 2011, the FCSWDD financial reserve established for closure, post-closure, and capital needs was \$0.00. The annual operating budget has ranged from \$6 million to \$7 million depending on where we are with the oil and gas values. Through reduced spending, implemented efficiencies, watchful expenditures, and planning, the FCSWDD reserves are now approximately \$14.6 million.
2. **Implemented Operational Modifications:**
 - a. **2012:**
 - i. The FCSWDD LHLV transfer station operational hours, staffing, and fee structure was adjusted to ensure fee payment, appropriate waste disposal, and regulations enforced.

b. 2013:

- i. Implemented use of a waste compactor at the Sand Draw Landfill to better manage the construction and demolition debris waste stream saving the District over \$80,000 annually in airspace.
- ii. Negotiated an alternative contract with the Wind River Indian Reservation Joint Business Council, placing the management and responsibility back on the Tribes. This operational change saved the District over \$125,000 annually.
- iii. The District's Shoshoni Landfill was qualified into the State of Wyoming's Cease and Transfer Program allowing for up to 75% of the closure costs to be paid by grant (i.e. approximately \$1 million).

c. 2014:

- i. Reduction from 45 FTE's (through attrition) down to 26 FTE's between 2012 and 2014. This change alone resulted in annual savings of over \$500,000.
- ii. Reduction in hours of operation from 7-days per week at the primary sites (i.e. Lander, Riverton, and Sand Draw) down to 5-days per week. The savings resulting from this are demonstrated above.
- iii. Reduction in hours of operation from 5-days per week down to 3 partial days per week at the Dubois facility. The savings resulting from this are demonstrated above.
- iv. Modification in the closure designs for our Lander and Sand Draw Landfills from standard synthetic caps to an evaporative-transpiration cap. The savings associated with this change are over \$500,000 per site and allowed for an increase in the landfill life by allowing for additional airspace creating additional landfill space with a value of over \$250,000 each site.
- v. Transition from baling the waste stream over to in-place waste compaction with waste compaction equipment. This change has allowed for over 50% more waste to be placed into the same footprint as was prior with the baled waste.

d. 2015:

- i. Began annual Household Hazardous Waste Cleanup Events, working to provide an annual service at no additional cost to all residents of Fremont County where they can properly dispose of hazardous-type wastes, chemicals, and unknowns.
- ii. Development and implementation of a Safety Incentive Program that has resulted in a significant reduction in lost-time accidents and incidents.
- iii. Restructured the staff hierarchy, removing the need of an Assistant Superintendent and replaced with two Crew Chiefs assisted by Lead Operators, saving the District over \$80,000 annually.
- iv. Developed an agreement with the City of Lander to create a cost-effective leachate disposal plan.
- v. Implementation of a 20-mile "acceptable travel distance" policy that led to the closure of the Hudson Transfer Station.

- vi. Implementation of a health benefit (i.e. health insurance, dental insurance, vision insurance, short-term disability, long-term disability, and life insurance) with a high deductible, HRA, and HSA component that brought the plan to a higher level than that offered by the county, but with significant savings (i.e. over \$70,000 in the first year).
- vii. Developed a "Operational Guidance Document for Community-Based Volunteer Transfer Station Operations" that allowed community volunteers and opportunity to operate the transfer stations that serve their communities following appropriate training. This allowed the communities the ability to develop a schedule that better served their interests and an opportunity for the District to save in operational costs by not traveling to the site to operate/collect fees/transfer revenues.

e. 2016:

- i. Transitioned processing of the District's recycling from the Lander and Riverton Transfer Stations over to only being baled at the Riverton Transfer Stations. This change has saved the District over \$30,000 annually in electrical costs.
- ii. Negotiated alternative freight options for the District's recycling and electronic waste. This change saves the District over \$10,000 annually.

f. 2017:

- i. Worked with the WDEQ Administrative staff to remove an Administrative Order that required the Lander Landfill to cease acceptance of waste in 2023 to allow for a total landfill closure in 2024. The landfill will now be allowed to be filled to maximum design capacity. This change along with the changes in managing the waste streams will keep the landfill open an additional four to six years. This landfill accepts approximately \$3 million worth of waste annually.
- ii. Permitted, purchased and implemented an alternative daily landfill cover system (i.e. a hydro-application slurry) at the Lander Landfill that avoids the need to apply 6-inches of cover soils daily. This modification saves the operation of heavy equipment daily and the landfill airspace associated with the 6-inches of cover soils. This alternative cover system should add over two years of additional airspace to the landfill. This landfill accepts approximately \$3 million worth of waste annually.
- iii. The District purchased a used tanker trailer and took over the previously contracted leachate hauling from the Lander Landfill. This change was incorporated into existing staffing responsibilities and existing semi-tractor use, saving the District over \$80,000 in the first full year.

g. 2018:

- i. Maintained focus and measurement on the District's airspace utilization (i.e. waste density) has saved multiple years-worth of airspace in the Lander Landfill. This landfill accepts approximately \$3 million worth of waste annually.
- ii. The District took the lead with the regulatory community and demolition planning for the Shoshoni Downtown buildings deemed as a threat to human health and safety. The demolition project, landfilling, and reporting was a success. Partners in this project included the Town of Shoshoni, the Shoshoni Police, WYDOT, the City of Riverton, the City of Lander, and Road & Bridge.
- iii. Worked with the Wyoming Life Resource Center to direct asbestos containing-ACM materials (non-friable) to the Shoshoni Landfill. This assisted with bringing the landfill closer to final waste elevations prior to closure. Between the negotiated rate for the ACM and the avoided soil fill needs the site should generate and save an additional \$1 million.
- iv. Permitted minor grade changes at the Lander Landfill to allow for an additional one year's-worth of airspace. This landfill accepts approximately \$3 million worth of waste annually.
- v. The maintenance staffing program was redesigned in a manner that hired one well-trained mechanic to serve in the place of the previous minimally-trained two mechanics, saving the District over \$101,000 per year in wages.
- vi. Renegotiation of the leachate disposal rates with the City of Lander has allowed for over \$5,000 per year in savings.
- vii. Installation of a new 20,000-gallon underground storage tank system at the Lander Landfill that provides for additional onsite storage of our collected contaminated groundwaters.

h. 2019:

- i. Maintained focus and measurement on the District's airspace utilization (i.e. waste density) has saved over four years-worth of airspace in the Lander Landfill. This landfill accepts approximately \$3 million worth of waste annually.
- ii. The District worked with a number of legislators and the regulatory community to develop a continued opportunity for in-county large scale friable and non-friable asbestos waste disposal. This process both saved the State of Wyoming a considerable amount of money, but also generated a benefit for the District by filling activities and revenues at the Shoshoni and Sand Draw Landfill's. These revenues were approximately \$800,000.
- iii. Reviewed the operational model used in running the rural transfer stations, met with the communities utilizing the sites, and altered the operational schedule down. In conjunction with this process the "Operational Guidance Document for Community-Based Volunteer Transfer Station Operations" was modified through feedback with the communities that led to two more (now a total of three) communities signing up to operate their own transfer station.
- iv. Continued support and success with safety-minded operations that has resulted in 4-years and 6-months without a lost-time accident in the Riverton area and 4-years without a lost-time accident in the lander area as of the end of the year.

2020

SOLID WASTE DISPOSAL DISTRICT BOARD

3 YEAR TERM

MEETS THE 3RD MONDAY OF EACH MONTH

WSS 18-11-102

BOARD APPOINTMENTS MADE IN DECEMBER

BOARD MEMBERS	ADDRESS	DATE APPOINTED	DATE EXPIRES
Baumann, Steve 349-2900 baumann.bonnet@gmail.com	2140 Squaw Creek Road Lander, WY 82520	12/13/2011 12/2/2014 12/19/2017	12/31/2020
Townsend, Robert 332-0248 inthewind@wyoming.com	31 Three Forks Road Atlantic City, WY 82520	12/4/2018	12/31/2021
Lamb, Jennifer 349-4122	579 South 4th Street Lander, WY 82520	12/4/2018	12/31/2021
Adams, Michael 349-1223 mjadams2011@yahoo.com	530 South 5th Street Lander, WY 82520	12/27/2010 12/10/2013 12/6/2016 12/10/2019	12/31/2022
Klaproth, Richard 857-5811/851-3567 ricknechoR@wyoming.com	12233 Highway 789 #64 Shoshoni, WY 82649	12/13/2011 12/2/2014 12/19/2017	12/31/2020
Dolcater, Rob 857-6652/851-0402 rdolcater@wyoming.com	27 Old Mule Drive Riverton, WY 82501	12/2/2014 12/19/2017	12/31/2020
Weisz, Gary 876-2615; 876-2615	Box 59 Shoshoni, WY 82649	12/18/2012 12/1/2015 12/4/2018	12/31/2021
Moxley, Mark 332-9068/349-0722 mgclmoxley@gmail.com	2875 Spriggs Drive Lander, WY 82520	12/10/2013 12/6/2016 12/10/2019	12/31/2022
Haper, Rodney 349-3579/335-5203 rod.haper@haper.org	685 South 4th Street Lander, WY 82520	12/10/2019	12/31/2022

(Print Name)

(Signature)

Fremont County Solid Waste Disposal District
Master Plan and Operational Efficiency Evaluation – Phase II (*Outline and Considerations List*)
Revision Date: January 9, 2020

In 2013, the Fremont County Solid Waste Disposal District (District) Board of Directors (Board) authorized a fairly large-scale third-party operation review with the intention of developing operational efficiencies and exploring a number of cost-saving designs that instilled additional credibility in these implemented changes. A number of suggested operational changes were implemented since that time, with a large number of them implemented in 2014. These changes have assisted the District with operating an efficient program that has allowed the District the ability to set-aside almost \$15 million in reserves necessary for our known closure and post-closure liabilities.

Along with the known closure and post-closure liabilities are the unknown post-closure liabilities, as well as the somewhat limited knowledge of the capital improvement needs necessary to carry us into the next ten years. These thoughts, along with the necessity to modify existing facilities, develop new facilities within our existing site layouts, and account for regulatory changes may justify a second phase of the original operational efficiency evaluation.

The following pages include what I consider a starting point of a list of items that could be developed into the framework of a phase II project for consideration by the Board. This would include master plan layouts of each of the sites that will be modified to account for operational changes adopted over the next ten years. We will discuss this in further detail at the January 2020 Board meeting.

In general, this project would be intended to: (1.) Evaluate the District's Operational Efficiency, (2.) Define the District's long-term vision, (3.) Define the construction and capital requirements, and (4.) Management of the District's long-term liability.

General:

- Breakdown the revenue streams and cost centers to understand cost per ton per cost center
 - o Develop "known" disposal/management cost for all waste/waste diversion/recycling streams.
- Breakdown what a site-specific rate structure may be.
- Consider courting out-of-county waste stream options, with specific rate options (i.e. cafeteria plan with specific service options such as: waste only, without waste diversion items), waste with recycling, waste with recycling and waste diversion, etc.
- Potential consideration of an Environmental Technician
- Out-of-county waste
- Consider becoming a friable waste disposal option
- Consider becoming a PC soil disposal option
- Potential development of a Subtitle C landfill cell at Sand Draw
- Review services offered...consider an amnesty day (free disposal opportunity one day per year), more robust waste diversion, composting programs (and certify)
- Tire management – grinder (multi-use for wood waste and/or yard waste as well)
- Post-Closure period
- Permanent HHW collection locations?
- Long-term environmental monitoring plans (and schedule)

Lander:

- General:
 - o Entrance road:
 - asphalt management and upgrades
 - Electric gate
 - o Outlying land use:
 - Grazing, Recreation, Wildlife, etc.
- Landfill
 - o CDW waste management (potential development of a “clean fill” cell outside the existing footprint, allowing our existing footprint to enter the post-closure period)
 - o Contractor tonnages/large-scale demolition project waste management
 - o Animal carcass management
 - o Leachate management:
 - District haul?
 - Ponds? Aeration units? Evaporation potential?
 - Direct pipeline?
- Future transfer station building:
 - o Tonnage management
 - o Breakroom
 - o Locker room
 - o Wash bay
- Existing Baler building:
 - o Recycling material management
 - o Baler replacement and power cost management
- Recycling Program
- Waste Diversion Program
 - o Scrap metal collection area (visibility)
 - o Route and relocation
 - o Conversion to composting
 - o Wood waste:
 - Burn
 - Grind
 - Location
 - o Grass/leaves/hay management:
 - Location/entrance road
- Scale(s)
 - o Relocation of scale building
 - o New scale building with dual staff availability during peak hours
 - o Dual scale option (in-bound/out-bound)
 - o Badge reader for commercial haulers
- General
 - o Office
 - o Maintenance/shop
 - o Traffic flow and alternative routes in/out

Riverton:

- General:
 - o Entrance road asphalt installation, management and upgrades
 - o Electric gate
- Baler building:
 - o Uses and future
 - o Baler system
 - Power consumption management
 - Replacement potential
- Waste diversion program:
 - o District program
 - o City of Riverton program
- Recycling program:
 - o Baling location
- Waste acceptance
- Scale house:
 - o Necessity for future use?
- Scale:
 - o Necessity for future use?
- CES utilization:
 - o District owned building – future use?

Dubois:

- General:
 - o Electric gate
 - o Alternative rate structure
- Landfill:
 - o Only for large scale demo projects?
 - o Haul all small volume CDW in walking floor trailer
 - o Implement use of a 53-ft walking floor trailer
- Transfer station
 - o New scale building with dual staff availability during peak hours
 - o Electric gate arms for traffic control
- Recycling program
- Waste diversion program:
 - o Yard waste
 - o Manure
 - o Wood waste
 - o Scrap metal
 - o E-waste

Sand Draw:

- General:
 - o Entrance road:
 - Mill existing asphalt
 - Realign within District's property
 - New asphalt installation, management and upgrades
 - Electric gates (open/close)
 - o Union Wireless Tower – allow to remain?
 - o Convenience Center (recycling/waste diversion) – need? Benefit vs. directing to Riverton and Lander?
 - o Maintenance building
 - o Admin Office building
 - o Aesthetics improvements / landscaping
 - o Use of existing water well vs. future use of cisterns
- Landfill:
 - o Piggy-back design over pre-subtitle D area with the expansion areas
 - o Leachate management
 - Evap. ponds (same as Lander)
 - Tanks
 - Hauling
 - o Land-farm use?
 - o Haz C Cell?
 - o Asbestos Cell?
- Develop diversion program (more robust)
- Recycling program
- Scale(s):
 - o Relocation of scale building
 - o New scale building with dual staff availability during peak hours
 - o Dual scale option (in-bound/out-bound)
 - o Badge reader for commercial haulers
 - o Electric gate arms for traffic control

Shoshoni Landfill:

- Closure
- Value as a tire disposal option?
- Value as an asbestos disposal option?

January 14, 2020

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

Re: FCSWDD and WRIR – Historic Solid Waste Management Summary

Board,

The following report is intended to provide a historic summary of the relations between the Fremont County Solid Waste Disposal District (FCSWDD or District) and the Wind River Indian Reservation (WRIR) regarding solid waste management in Fremont County. This summary has been developed based on the review of approved agreements between the two groups available at the District's Office.

Important dates and associated details that are key to the solid waste programs of each institution are as follows:

- **1868:** formation of the Wind River Indian Reservation.
- **1979:** formation of the Fremont County Solid Waste Disposal District by the Fremont County Commission.
- **1996:** approval of the first known solid waste agreement between the District and the Tribes of the Wind River Indian Reservation (see attached).

Contract Details: This agreement provided “access from a public roadway to and use to the four Tribally-constructed transfer station sites for the purpose of solid waste disposal and transfer site maintenance.” Included within this agreement was the transportation of the received solid waste and transfer site maintenance by the District.

In exchange for the services provided, the Tribes provided the District with two roll-off trucks, two roll-off style pup trailers, and fifteen roll-off containers for use.

Note: *During this era there were no disposal fees for waste disposal in Fremont County as the operational expenses were being covered by the voter approved 3-mill levy taxes.*

Note: During calendar year 2009 the District developed and implemented a mandatory disposal fee for all solid waste disposed of at a District facility. Enforcement of the fee structure was enacted immediately at all sites with scales and/or onsite staff (i.e. the Lander Landfill, Riverton Transfer Station, Sand Draw Landfill, Dubois Landfill, and the Shoshoni Landfill). For the sites without daily staff (i.e. rural transfer stations – i.e. Low-Hazard Low-Volume permitted), an “honor system” fee collection system was established.

- **2012:** following implementation of operational changes with the rural transfer stations owned and operated by the District, the operational model of the four similar sites on the Wind River Indian Reservation were reviewed and determined to provide inconsistent treatment of the District's constituents. In order to develop an equitable operational model for the four sites on the WRIR, the in-place agreement between the WRIR and the District was terminated (see attached).

Note: Prior to the negotiations and development of the 2012 and 2013 agreements with the WRIR, the District worked through and developed and implemented an operational plan for all District owned and operated rural transfer stations that included securing the sites with fences and gates, establishment of hours of operation (limiting site accessibility), staffing the sites, and enforcing disposal fees and all FCSWDD Rules and Regulations.

- **2012:** a bridge contract agreement was developed to extend the previously in-place agreement with minor modifications between the WRIR and the District, to provide additional time for negotiations and development of a new agreement (see attached).

Contract Details: This agreement included modifications that required the Tribes to operate the sites in a similar manner as the District operated their own rural transfer stations by collecting fees, developing and maintaining their own hours of operation, and maintaining the sites. The District provided the waste hauling efforts from the sites.

There was no compensation associated within this agreement to/from either party.

- **2013:** development and approval of an updated agreement for operation of the four transfer stations on the WRIR.

Contract Details: This agreement placed the operational responsibility on the Wind River Environmental Quality Commission through the Joint Business Council of the WRIR. The District's responsibility included providing partial funding for the Tribes to operate the sites (see attached). The Tribe's responsibilities included staffing and operating the sites, establishing and enforcing their own disposal rate structure (not to exceed that charged by the District at their own rural transfer stations) with the revenues to remain with the Tribes, establishing their own hours of operation with a requirement to have the sites open at least one day per week, hauling the waste to a final disposal facility of their choice, and maintaining the sites.

The agreed upon compensation from the District to the Tribes was \$250,000 per year for years one and two, and \$255,000 for the third year.

Note: During calendar year 2014 the District developed and implemented a number of operational changes, including the following:

- *Modified hours of operation at all primary District sites, transitioning from 7-days per week down to 5-days per week at the Lander Landfill, Riverton Transfer Station, and the Sand Draw Landfill. Additionally, the Dubois Landfill went from 5-days per week down to 3-days per week.*
- *Development of an “acceptable travel distance” of 20-miles during a review of the number and location of the rural transfer stations. This led to the closure of the Hudson Transfer Station.*

- **2015:** two addendums to the 2013 agreement were developed and approved to split the previous agreement into two separate agreements.

Contract Details: These addendums were developed at the request of the Tribes and allowed the contractual obligations and associated payments to be split evenly between the two Tribes. The Eastern Shoshone Tribe took over the management of the Crowheart and Fort Washakie sites, and the Northern Arapaho Tribe took over the management of the Ethete and 17-Mile sites (see attached). No other agreement changes were included.

The agreed upon agreement compensation from the District to each of the Tribes was an even split between the two Tribes.

Note: During calendar year 2015 the District reviewed the operations at the rural transfer stations further and developed an “Operational Guidance Document for Community-Based Volunteer Transfer Station Operations” that allowed community volunteers and opportunity to operate the transfer stations that serve their communities following appropriate training. This allowed the communities the ability to develop a schedule that better served their interests.

- **2016:** a new agreement for operation of the transfer stations on the WRIR was developed and approved, following the expiration of the previous agreement.

Contract Details: Following negotiations with both Tribes, the 2016 agreement was made between the Eastern Shoshone Tribe and the District. This agreement allowed the Eastern Shoshone Tribe to operate as many sites as they desired, but a minimum of three. It continued to allow them (Eastern Shoshone Tribe) to establish a disposal fee and to maintain all proceeds. Additionally, they were required to establish and maintain hours of operation and staffing with a minimum of one day per week, and to maintain the sites. A new requirement included directing all municipal solid waste managed at these sites to a final disposal facility operated by the District.

The agreed upon agreement compensation from the District to the Eastern Shoshone Tribe was \$250,000 per year.

- **2018:** development and approval of an agreement between the District and the Inter-Tribal Council of the WRIR for a five-year term (see attached).

Contract Details: This agreement allowed the Inter-Tribal Council to operate as many sites as they desired, but a minimum of two. It continued to allow them (Inter-Tribal Council) to establish a disposal fee and to maintain all proceeds. Additionally, they were required to establish and maintain hours of operation and staffing with a minimum of one day per week, and to maintain the sites. The requirement to direct all municipal solid waste managed at these sites to a final disposal facility operated by the District remained.

The agreed upon agreement compensation from the District to the Inter-Tribal Council was \$255,000 for the first year, \$260,000 for the second year, \$265,000 for the third year, \$270,000 for the fourth year, and \$275,000 for the fifth year.

Note: *During calendar year 2019 the District again reviewed the operations of the rural transfer stations operated by the District and reduced the number of days per month offered at the sites from weekly down to two days per month. As a part of this process two additional communities transitioned their sites operations from District operated to community volunteer operation.*

Thank you,

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

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24 – 29	6 pages	2012 Bridge Contract between the District and the JBC
30 – 31	2 pages	2013 Letter of Concern Regarding Lack of Agreement
32 – 38	6 pages	2013 Agreement between the District and the Tribes
39 – 40	2 pages	2015 Amendment to the 2013 Agreement (NAT)
41 – 42	2 pages	2015 Amendment to the 2013 Agreement (EST)
43 – 49	7 pages	2016 Agreement between the District and the EST
50 – 55	6 pages	2018 Agreement between the District and the WRITC