



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 17, 2021 - 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, Rod Haper, Jennifer Lamb, and 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 Meeting Minutes
 - i. April 2021
- b. Approval of the Accounts Payable
 - i. April 2021
- 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. Scrap Metal Processing Contract – Renewal Request (*Discussions and Formal Action*)
- b. Operational Evaluation and Strategic Planning Project Update – Matt Evans (*Discussion*)
- c. Scale Facility Project Discussions – Burns and McDonnell (*Discussions*)

4. NEW BUSINESS

5. CLOSING ITEMS:

- a. Upcoming Meeting(s):
 - i. The next Regularly Scheduled Meeting(s): June 21, 2021, at 9:30 a.m.
- b. Call for Adjournment



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

FREMONT COUNTY SOLID WASTE DISPOSAL DISTRICT

Minutes of Regular Board Meeting

April 19, 2021

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 ADAMS at 9:30am. CHAIRMAN ADAMS 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>	Michael Adams, Rick Klapproth, Gary Weisz, Jennifer Lamb (via Zoom), Robert Townsend, Rod Haper, Rob Dolcater, and Mark Moxley
<u>Excused Member(s):</u>	No Excused Members
<u>Unexcused Member(s):</u>	Steve Baumann
<u>Commissioner Liaison:</u>	Mike Jones
<u>Community Liaisons:</u>	Kyle Larson (City of Riverton)
<u>Attorney:</u>	Rick Sollars (Western Law & Assoc.)
<u>Staff:</u>	Superintendent Andy Frey
<u>Consultant(s):</u>	Matt Evans (Burns and McDonnell) via Zoom and Susan Brodie (SLB Inc)
<u>Guest(s):</u>	Brian Eggleston (City of Riverton)

d. **Approval of Agenda**

BOB TOWNSEND made a motion to approve the consent agenda as presented. SECRETARY/TREASURER KLAPROTH seconded the motion. **MOTION CARRIED**

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

CHAIRMAN ADAMS opened the floor to public comment.

Discussions: (1.) Kyle Larson offered a question to the Board as to how with the reduction in county-wide population that the waste tonnages have been maintained. Superintendent Frey responded that typically a reduction in money lends to an increase in waste generation through lower quality items and food that generate higher volumes of waste. (2.) Brian Eggleston informed the group that their yard waste program is up and running, but they continue to wait for the new tub grinder to be delivered.

2. CONSENT ITEMS:

a. **Approval of Prior Meeting Minutes**

- i. March 2021

b. **Approval of Accounts Payable**

- i. March 2021 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. Operational Evaluation and Strategic Planning Project Update – Matt Evans (*Discussion*)

Matt Evans (Burns and McDonnell) again reviewed the Board selected operational alternative models, relaying that certain decisions will need to be made in order to keep moving ahead. He then reviewed his understanding of a few items that need Board guidance:

- Riverton Transfer Station: based on prior review and discussion, this site is currently considered for closure. No formal discussions have been held with the City; however, there have been a number of informal discussions with City staff. The Superintendent will continue to meet with the City staff to review.
Discussions: (1.) Commissioner Jones asked the reasoning for the site closure. Superintendent Frey explained that the site is undersized and modifications were made to “get by” until the operations were moved to Sand Draw. The building is undersized and would need a major renovation or replacement, adding significant expense. Additionally, double handling waste that only needs to be hauled 7-9 miles adds additional operational expense with additional equipment and staff. The staff at the site would be moved to Sand Draw once the operations transition to make that the primary landfill in the county.
- Lander Transfer Station: No decisions have been made as to whether or not this will be constructed, and if constructed, what customer base it will serve. If all customer bases are allowed, a decision would need to be made on whether or not to accept large demolition loads. A building sized for only smaller, residential loads, will cost around \$2 million less than one that could accommodate residential loads and larger commercial loads, not accounting for large demolition loads.
- Disposal Rate Differential by Site: With the recent discussion around reducing the rates at Sand Draw to encourage direct hauls and possibly coincide with a customer-base change at Lander, the revenue needs will need to be considered to operate the District as a whole. Savings associated with the District’s reduced hauling will be included in the review. Assumptions will be made to determine what the volume changes will be site-by-site with a variation of rate adjustments applied when completing the calculations.

b. Scale Facility Project Draft Layout and Detail Review – Burns and McDonnell (*Discussions*)

Matt Evans presented and reviewed the conceptual layouts for the Lander, Sand Draw and Dubois facilities.

c. Draft Fiscal Year 2021-2022 Operating Budget Review (*Discussions*)

Superintendent Frey reviewed the draft Fiscal Year 2021-2022 Operating Budget with the Board, explaining that the draft budget was initially reviewed with the Budget Committee, making adjustments based on their comments.

Discussions: (1.) VICE-CHAIRMAN MOXLEY presented to the Board a potential change that would impact the draft budget that he and the Health Benefit Committee had been working on and has been supported by the Budget Committee:

- The current health benefit plan was developed in 2015 without any changes since.
- The premium being paid by the employees has been increasing due to changes made by Blue Cross Blue Shield.
- The maximum out-of-pocket being paid by the employees has been increasing due to the changes made by Blue Cross Blue Shield.

- No wage adjustments are being planned or considered.
- An increase to the HSA contribution by the District could assist with the increase in the maximum out-of-pocket and premiums.
- A three-year plan has been developed to increase the HSA contribution.
- Employees will receive the full dollar benefit since it is pre-tax.
- The increase for the single plan is: year one - \$1,000, year two - \$800, year three - \$800, and for the family plans: year one - \$2,200, year two - \$1,500, year three - \$1,500.

GARY WEISZ made a motion to approve the HSA contribution plan as presented, adjusting the draft budget accordingly. SECRETARY/TREASURER KLAPROTH seconded the motion. **MOTION CARRIED**

BOB TOWNSEND made a motion to approve the draft budget as amended with the HSA contribution plan changes. ROB DOLCATER seconded the motion. **MOTION CARRIED**

d. Shoshoni Landfill Closure – Synthetic Liner Availability Discussions (*Discussions*)

Superintendent Frey discussed with the Board a potential need to postpone the Shoshoni Landfill closure. Trihydro recently contacted the District to discuss the synthetic liner availability within the US and the significant cost increase driven by the lack of supply. Trihydro’s Travis Evans commented that: “In recent months, the volatility of the resin market has increased as suppliers are experiencing a higher demand than their supply can accommodate. A decline in worldwide production coupled with demand for spun bound products to counter the COVID-19 pandemic have made procurement of these basic feed stocks for these products difficult and uncertain. This lack of market availability and recent extreme winter weather along the Gulf Coast, has created an even larger force majeure impacting the pricing and availability of resin. Because of this Force Majeure, geosynthetic manufactures cannot currently guarantee pricing or production lead times for products ordered containing polypropylene and polyethylene.”

Discussions: (1.) Savings in the earthwork with the limited amount of local construction may overcome any cost increases of the liner materials. (2.) The District could always reject all bids if the cost is too high driven by liner shortages. (3.) General costs may increase as well through the year.

The Board consensus was to bid the project out.

e. Used Backhoe Bid Review (*Discussions and Formal Action*)

Superintendent Frey informed the Board that the District advertised for and received bids on the two used backhoes. The trade value offered by Wyoming Machinery was used as the baseline. The Wyoming Machinery bids were:

- Riverton - \$13,500
- Dubois - \$11,500

Thirteen bids were received with the two highest as:

- Riverton - \$18,300 by Quetin Williams
- Dubois - \$22,500 by Philp Sheep Company

ROB DOLCATER made a motion to sell the machines to the highest bidders. GARY WEISZ seconded the motion. **MOTION CARRIED**

4. NEW BUSINESS – No new business

5. CALL FOR ADJOURNMENT

SECRETARY/TREASURER KLAPROTH made a motion to adjourn at 11:50AM. GARY WEISZ seconded the motion.

MOTION CARRIED

6. UPCOMING MEETING(S):

- a. **The Next Regularly Scheduled Meeting: May 17, 2021, at 9:30 a.m.**

Respectfully submitted by,

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

Michael Adams
Board of Director's Chairman
Fremont County Solid Waste Disposal District

Fremont County Solid Waste Disposal District
Balance Sheet
As of April 30, 2021

	<u>Apr 30, 21</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	139,394.38
123115 · Edward Jones Investments	3,621,021.23
123120 · Bank of Jackson Hole	153,933.08
123130 · Wyo Star	1,220,167.82
123132 · Wyo Star II	15,335,999.99
123134 · Wyoming Community Bank	646,481.79
Total Checking/Savings	<u>21,119,298.29</u>
Accounts Receivable	
133141 · Accounts Rec - User Fees	216,244.92
Total Accounts Receivable	<u>216,244.92</u>
Other Current Assets	
122125 · Undeposited Funds	3,093.20
136146 · Interest Receivable	163.13
165158 · Prepaid expenses	16,379.00
Total Other Current Assets	<u>19,635.33</u>
Total Current Assets	<u>21,355,178.54</u>
TOTAL ASSETS	<u>21,355,178.54</u>
LIABILITIES & EQUITY	
Liabilities	127,418.13
Equity	
32000 · Unrestricted Net Assets	2,917,557.06
380860 · Cash Reserve	750,000.00
380970 · Closure/Post-Closure Reserve	16,466,876.00
Net Income	1,093,327.35
Total Equity	<u>21,227,760.41</u>
TOTAL LIABILITIES & EQUITY	<u>21,355,178.54</u>



memorandum

To: Andy Frey, P.E., Superintendent, Fremont County SWDD
From: Scott Lee, P.E.
cc: Fremont County SWDD Board
Date: May 10, 2021
Re: Project Updates for May 17, 2021 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 – 2020-2021 Environmental Activities and Monitoring (Task Order 10-028 / Trihydro Project 09Y-008-006)

The semiannual methane and groundwater monitoring event was conducted during the second half of April. Cumulatively, fieldwork did not take longer than usual, but it was conducted over a longer period of time to accommodate weather disruptions. Water quality data from Dubois and Sand Draw have been received by the lab and data validation is underway.

The new statistical analysis was conducted for the Lander Landfill in March and April. Recent analysis indicates a notable difference in results as compared to previous statistical analyses conducted. C. Brewer is currently evaluating the data to identify possible false positives.

Technical Assistance (Task Order 10-027 / Trihydro Project 09Y-005-007)

Technical assistance activities during the previous month included:

- A project status report was prepared for the monthly Board meeting.
- During the April monitoring events, samples were collected from eight wells at both the Lander and Sand Draw Landfills for PFAS constituents. The laboratory received the samples and analysis is underway. It did not take Trihydro as long to collect these samples as originally anticipated.



Andy Frey, FCSWDD
May 10, 2021
Page 2

Shoshoni Landfill – Shoshoni Landfill Closure (Task Order 10-029 / Trihydro Project 09Y-004-003)

The Board has decided to move forward with the construction of the Shoshoni Landfill Closure project as originally planned for 2021. The project manual has been reviewed by DEQ. Trihydro provided a revised schedule to the Superintendent, which includes a final construction completion date of December 3, 2021. The project advertised on Quest CDN on Friday, May 7, 2021. The invitation to bid will also be published in the Riverton Ranger on Sunday, May 9, 2021 and Sunday, May 16, 2021. An onsite pre-bid meeting is scheduled for Thursday, May 20, 2021 at 10 A.M., followed by bid opening on Thursday, June 3, 2021.

Please let us know if you have any questions or need additional information. You can call me on my direct office line (307-335-3169), send me an email (slee@trihydro.com), or stop by our office at 388 Main Street, Suite C, in Lander.

Attachment:

- None

END OF MEMORANDUM

Memorandum



Date: May 11, 2021
To: Andy Frey, PE, Fremont County Solid Waste Disposal District
From: Matt Evans, PE
Subject: Progress Report – May 2021

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

Operational Efficiency Study and Strategic Plan

A preferred alternative based on the strategic plan discussions and Board survey results has been developed. Details of the alternative, including the long-term operation of the Riverton Transfer Station and the type of customers that the future Lander Transfer Station will serve are being analyzed in more detail. This includes “price point” analysis regarding a lower rate at Sand Draw to incentivize direct hauling to Sand Draw from Lander.

Next steps for the project include:

- Stakeholder engagement
- Development of additional strategic plan details

Capacity Audits

Capacity audit reports have been completed. The 2021 surveys for the next capacity audit analysis will be completed in July 2021.

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 model is being used as the foundation for the financial analysis being completed as part of the Operational Efficiency and Strategic Planning Study. It is in the process of being updated as the fiscal yearend results for 2020-2021 become available and decisions regarding the future of the District are being made as part of the strategic planning project.

Dubois Landfill Cell Excavation Plan Preparation

Burns & McDonnell submitted a C&D landfill excavation bid package to the Superintendent in January.

Memorandum *(continued)*



May 11, 2021
Page 2

On-call Surveying

The following surveying was completed:

- An interim capacity audit survey was completed at the Lander Landfill to calculate airspace utilization over a relatively short period of time (approximately one-month).

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 612-240-2094 or maevans@burnsmcd.com at your earliest convenience.

Fremont County Solid Waste Disposal District
Superintendent Report
May 11, 2021

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 per ton & 31,472 total tons
 - b. 2014 = \$176 per ton & 27,562 total tons
 - c. 2015 = \$99 per ton & 31,890 total tons
 - d. 2016 = \$103 per ton & 29,659 total tons
 - e. 2017 = \$102 per ton & 33,483 total tons
 - f. 2018 = \$106 per ton & 36,352 total tons
 - g. 2019 = \$88 per ton & 41,900 total tons
 - h. 2020 = \$89 per ton & 36,200 total tons
 - i. 2021 = 1st Quarter \$100.10 per ton & 7,778 tons

Staff:

1. December 2020: 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, the Sand Draw Landfill, the Shoshoni Landfill, and the rural transfer stations) has not had a single lost-time accident/incident in **5 years and 10 months**, and the Lander Area staff (i.e. Lander Landfill and the Dubois Landfill) had one lost-time accident early on but has now made it **5 years and 4 months!!**
2. May 2021: The District is working to fill an operator **vacancy** in the Riverton area.
3. May 2021: The District staff are working through the **annual safety training** with the Local Government Liability Pool (LGLP).

Board:

1. 2020 – Below is the current 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 Rick Klapproth.
 - c. Planning Committee: Bob Townsend, Steve Baumann, Jen Lamb, and Gary Weisz.
 - d. Budget Committee: Rick Klapproth, Gary Weisz, Rob Dolcater, and Mark Moxley.
 - e. WRIR Solid Waste Negotiations Committee: Rod Haper, Steve Baumann, Gary Weisz, and Mark Moxley.

Inter-Government:

1. State – **No Updates**
2. County:
 - a. May 10, 2021: The **draft Fiscal Year 2021-2022 Operating Budget** was submitted to the commissioners as per their schedule. On May 18, 2021, the District will present the draft budget to the commissioners.
3. Municipalities – **No Updates**

Regulatory/Engineering/Legal/General Contractors

Regulatory:

1. April-May 2021: We continue to work through the **permit renewals** with the WDEQ on the Lander Transfer Station and the Riverton Transfer Station.

Engineering:

1. Trihydro: (1.) Environmental Monitoring (2.) Groundwater Classifications (3.) Groundwater Statistical Methodology Review (4.) Shoshoni Landfill Closure Plans and Specifications.
 - a. April 2021: Trihydro is completing the semi-annual monitoring at our sites, including sampling and analyzing the **PFOS/PFAS** on eight wells at Sand Draw and seven wells at Lander as well as the contaminated groundwater collection tank.
2. Burns and McDonnell: (1.) Capacity Audits (2.) Surveying (3.) Operational Efficiency Evaluation and Strategic Planning (4.) CIP Model Updates, and (5.) Scale Facility Design.

Legal – No Updates

General Contractors – No Updates

Sites/Operations/Equipment:

Sites – It has been discovered while going through archived documents that the District owns the land at the Missouri Valley and Pavillion locations. The land was purchased through the Bureau of Reclamation.

Operations – February 2021: The District completed the **2020 Annual Report** and made the document available at the 2021 Farm and Ranch Days event in Riverton along with other information to all those in attendance.

1. February 2021: Following the February Board meeting, the 2020 Annual Report was submitted to Bob Townsend for review to modify the document into a more reader friendly version.
 - a. May 2021: No proposed revisions offered.

Equipment:

1. May 2021: We continue to wait for the delivery on the **new semi-tractor**.

Miscellaneous/Upcoming Work & Events/Work in Progress:

Miscellaneous – No Updates

Upcoming Work & Events:

1. May 17, 2021: The **Scrap Metal Processing** contractor is scheduled to begin processing the metals at the District sites.
2. June 12, 2021: The **2021 Household Hazardous Waste and Chemical Cleanup Event** will be held at the Lander Landfill. The details, including the schedule are in the process of being worked out.

Thank you,

A handwritten signature in black ink, appearing to read 'Andrew Frey', with a long horizontal flourish extending to the right.

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