



## 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

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trashmatters.org

### MEETING AGENDA

FREMONT COUNTY SOLID WASTE DISPOSAL DISTRICT

BOARD OF DIRECTORS – REGULAR MEETING

August 23, 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. July 2021
- b. Approval of the Accounts Payable
  - i. July 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. FCSWDD: Propane Bid Review (*Discussions and Formal Action*)
- b. Operational Evaluation and Strategic Planning Project Update – Burns and McDonnell (*Discussion*)
- c. Scale Facility Project Update – Burns and McDonnell (*Discussions*)

#### 4. NEW BUSINESS

#### 5. CLOSING ITEMS:

- a. Upcoming Meeting(s):
  - i. The next Regularly Scheduled Meeting(s): September 20, 2021, at 9:30 a.m.
- b. Call for Adjournment



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FREMONT COUNTY SOLID WASTE DISPOSAL DISTRICT

## Minutes of Regular Board Meeting

July 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, Rob Dolcater, Gary Weisz, Jennifer Lamb, Robert Townsend, Steve Baumann, Rod Haper, and Mark Moxley
<u>Excused Member(s):</u>	<i>no excused members</i>
<u>Unexcused Member(s):</u>	<i>no unexcused members</i>
<u>Commissioner Liaison:</u>	<i>no commissioner liaison present</i>
<u>Community Liaisons:</u>	Kyle Larson (City of Riverton) and John Larson (City of Lander)
<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, Caroline Brewer (Trihydro), and Susan Brodie (SLB Inc.)
<u>Guest(s):</u>	Brian Eggleston (City of Riverton) and Kyle Butterfield (City of Riverton)

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

SECRETARY/TREASURER KLAPROTH made a motion to approve the consent agenda, removing the Public Hearing that was listed in error. GARY WEISZ seconded the motion. **MOTION CARRIED**

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

CHAIRMAN ADAMS opened the floor to public comment. Having no public comment, the public comment was closed.

### 2. CONSENT ITEMS:

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

i. June 2021

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

i. June 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. **FY 2021-2022 Final Operating Budget – Approval (*Discussions and Formal Action*)**

Superintendent Frey informed the Board that the Public Hearing was advertised and held without any comment or opposition and that the next step in the process would be to formally adopt the budget.

VICE-CHAIRMAN MOXLEY made a motion to approve the FY 2021-2022 Operating Budget. GARY WEISZ seconded the motion. **MOTION CARRIED**

**b. Trihydro Environmental Monitoring Clarification – Caroline Brewer (*Discussions*)**

Caroline Brewer (Trihydro) clarified their Board Update from the June 2021 meeting. Within the report, there was mention of potential false positives. After reviewing the data further, it was determined that there were more than usual detections driven by trace data, or estimates required by the WDEQ. Within the PFOS/PFAS testing completed by the District within the most recent monitoring event (not required by the WDEQ) Sand Draw's results were significantly lower than the Lander results. The Sand Draw results showed that at least 75% were estimated values and that the Lander results were within groundwater tolerances. Additionally, in the most recent monitoring event there was field contamination identified and that unfortunately the results will have to be included in the overall data. The WDEQ was notified of the situation to ensure the data is flagged.

**c. Operational Evaluation and Strategic Planning Project Update – Matt Evans (*Discussion*)**

Matt Evans (Burns and McDonnell) a brief summary of recent activity. They are working to finalize the draft report for review by the Superintendent, with a goal of presenting the draft report to the Board at the August 2021 meeting.

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

Matt Evans (Burns and McDonnell) informed the Board that the final design was in the process of being completed and the documents should be to the District in early August for preparation of the bidding process.

**e. FY 2021-2022 Engineering Task Order Requests (*Discussions and Formal Action*)**

Trihydro:

Task Order 10-031: Shoshoni Landfill Construction Admin and CQA – *cost not-to-exceed \$121,395*

STEVE BAUMANN made a motion to approve the Trihydro task order 10-031 as presented. GARY WEISZ seconded the motion. **MOTION CARRIED**

Task Order 10-030: Environmental Monitoring – *cost not-to-exceed \$134,524*

STEVE BAUMANN made a motion to approve the Trihydro task order 10-030 as presented. BOB TOWNSEND seconded the motion. **MOTION CARRIED**

Task Order 10-029: Technical Assistance – *cost not-to-exceed \$24,850*

STEVE BAUMANN made a motion to approve the Trihydro task order 10-029 as presented. ROB DOLCATER seconded the motion. **MOTION CARRIED**

Burns and McDonnell:

Agreement for Env. Services – Renewal

STEVE BAUMANN made a motion to approve the renewal of the Burns and McDonnell Agreement for Environmental Services as presented. VICE-CHAIRMAN MOXLEY seconded the motion. **MOTION CARRIED**

Task Order / Authorization 33: Capacity Audits – *cost not-to-exceed \$29,200*

STEVE BAUMANN made a motion to approve the Burns and McDonnell authorization 33 as presented. ROB DOLCATER seconded the motion. **MOTION CARRIED**

Task Order / Authorization 34: Technical Assistance – cost not-to-exceed \$20,000

STEVE BAUMANN made a motion to approve the Burns and McDonnell authorization 34 as presented. GARY WEISZ seconded the motion. **MOTION CARRIED**

Task Order / Authorization 35: CIP Model Review and Update – cost not-to-exceed \$15,000

STEVE BAUMANN made a motion to approve the Burns and McDonnell authorization 35 as presented. SECRETARY/TREASURER KLAPROTH seconded the motion. **MOTION CARRIED**

Task Order / Authorization 36: Surveying – cost not-to-exceed \$12,000

STEVE BAUMANN made a motion to approve the Burns and McDonnell authorization 36 as presented. GARY WEISZ seconded the motion. **MOTION CARRIED**

#### 4. NEW BUSINESS

- a. Title V Air Permit: STEVE BAUMANN suggested that the District continue to pursue an option for a waiver on the requirements until the in-place waste reached the minimum threshold.
- b. WSWRA: Superintendent Frey will be sending out the detailed agenda once it is available to allow the Board to determine if they will attend.
- c. Shoshoni Landfill Closure Project: Superintendent Frey informed the Board that the contract documents are ready for signature.
- d. Lander Landfill Scale Attendant: STEVE BAUMANN complimented the new scale attendant on her work and management of the customers and traffic.
- e. Staff Appreciation Lunch: CHAIRMAN ADAMS encourage the administrative staff to again schedule a District staff appreciation lunch in the near future.

#### 5. CALL FOR ADJOURNMENT

STEVE BAUMANN made a motion to adjourn at 10:35AM. BOB TOWNSEND seconded the motion. **MOTION CARRIED**

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

- a. **The Next Regularly Scheduled Meeting: July 19, 2021, at 9:30 a.m.**

Respectfully submitted by,

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

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

Fremont County Solid Waste Disposal District  
**Balance Sheet**  
As of August 11, 2021

	<u>Aug 11, 21</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
122105 · Petty Cash	300.00
122106 · Transfer Station Cash	400.00
122107 · Scale House Cash	1,600.00
123110 · CB&T Checking	122,329.66
123115 · Edward Jones Investments	3,557,111.44
123120 · Bank of Jackson Hole	164,313.16
123130 · Wyo Star	1,179,279.96
123132 · Wyo Star II	15,325,876.04
123134 · Wyoming Community Bank	754,471.28
<b>Total Checking/Savings</b>	<u>21,105,681.54</u>
<b>Accounts Receivable</b>	
133141 · Accounts Rec - User Fees	278,221.22
<b>Total Accounts Receivable</b>	<u>278,221.22</u>
<b>Other Current Assets</b>	<u>2,410.73</u>
<b>Total Current Assets</b>	<u>21,386,313.49</u>
<b>TOTAL ASSETS</b>	<b><u>21,386,313.49</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	<u>73,761.78</u>
<b>Total Liabilities</b>	73,761.78
<b>Equity</b>	
32000 · Unrestricted Net Assets	4,066,180.04
380860 · Cash Reserve	750,000.00
380970 · Closure/Post-Closure Reserve	16,466,876.00
Net Income	29,495.67
<b>Total Equity</b>	<u>21,312,551.71</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>21,386,313.49</u></b>



## memorandum

**To:** Andy Frey, P.E., Superintendent, Fremont County SWDD  
**From:** Scott Lee, P.E.  
**cc:** Fremont County SWDD Board  
**Date:** August 9, 2021  
**Re:** Project Updates for August 16, 2021 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.

During the last Board Meeting, new Task Orders were issued by the District for environmental activities, technical assistance, and the Shoshoni Landfill closure. Last year's projects have been closed out.

### **Sand Draw, Shoshoni, Lander, and Dubois Landfills – 2021-2022 Environmental Activities and Monitoring (Task Order 10-030 / Trihydro Project 09Y-008-007)**

As noted last month, April event reports for Dubois, Sand Draw, and Shoshoni were submitted to WDEQ/SHWD on July 2, 2021. The Lander Landfill report was held to determine how to best annotate a subset of data under the WDEQ/SHWD system. A path forward was identified, and the report was submitted on July 22, 2021.

The semiannual report summarizing air emissions at the Sand Draw Landfill between January 1 and June 30, 2021 was submitted to WDEQ/AQD on July 29, 2021. Similar to previous monitoring periods, there were no notable emissions to report. The next reporting under the associated permit is due at the end of January 2022.

Third quarter methane monitoring for the Dubois, Sand Draw, and Lander Landfills will be conducted before the end of September 2021. The next groundwater monitoring event will be in October.

### **Technical Assistance (Task Order 10-029 / Trihydro Project 09Y-005-008)**

Technical assistance activities during the previous month included:

- A project status report was prepared for the monthly Board meeting.
- Ms. Brewer called-in for last month's meeting to provide insight into recent PFAS and statistical results for PFAS. She also provided some information relating to the Tier 2 field study needed to fill



Andy Frey, FCSWDD  
August 9, 2021  
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air monitoring requirements at the Sand Draw Landfill during 2022.

**Shoshoni Landfill – Shoshoni Landfill Closure (Task Order 10-031/ Trihydro Project 09Y-004-004)**

The Shoshoni Landfill Closure Project agreement between FCSWDD and DRM, Inc. was signed by the FCSWDD Chairman at the Board meeting on July 19, 2021. A pre-construction meeting is scheduled for Thursday, August 12, 2021 at 2:00 P.M. The meeting is currently scheduled to take place at the Trihydro office in Lander. However, due to recent internal COVID restrictions put in place by Trihydro, the meeting location may be changed to the project site. DRM, Inc. will provide their construction schedule at the meeting, and a construction start date will be determined by negotiation or the issuance of a Notice to Proceed.

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](mailto:slee@trihydro.com)), or stop by our office at 388 Main Street, Suite C, in Lander.

**END OF MEMORANDUM**

# Memorandum



Date: August 12, 2021

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

From: Matt Evans, PE

Subject: Progress Report – August 2021

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

## *Operational Efficiency Study and Strategic Plan*

A draft operational efficiency report and a draft strategic plan report are being prepared for discussion with the superintendent and discussion at the September Board Meeting. The draft report will include a summary of the operational efficiency items that were reviewed as part of this project, as well as a description of the strategic plan and the alternatives that were evaluated.

## *Capacity Audits*

Capacity audit reports are in progress. The 2021 surveys for the next capacity audit analysis were to be completed in July 2021. Draft reports will be submitted to the superintendent this fall.

## *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 has been updated with the fiscal year end results for 2020-2021. Updated model output information will be presented as part of the Operational Efficiency study presentation to be completed at the September board meeting.

## *Scale House Project*

Final scale house plans were completed in August. Advertising and bidding of the plans will follow to select a construction contractor. Construction is anticipated to start as soon as weather allows in the spring of 2022. This construction timing will allow for the offsite construction of the prefabricated scale houses to be completed such that delivery of the scale houses does not delay construction.



# Memorandum *(continued)*



August 12, 2021

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## *On-call Surveying*

There is no new on-call surveying information at this time. Fremont Engineering and Surveying completed topographical surveys of Lander, Sand Draw and Dubois facilities for the 2021 capacity audits in July as part of the capacity audit task.

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

Fremont County Solid Waste Disposal District  
**Superintendent Report**  
August 9, 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 = 1<sup>st</sup> Half \$130 per ton & 17,213 tons

**Staff:**

1. July 2021: 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 **6 years and 1 month**, 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 7 months!!**
2. July 2021: In review of the ***Safety-Minded Earned Time-Off*** for January 1 through June 30, 23 of the 25 full-time staff members qualified. There were two minor reported incidents that removed two staff members from consideration.
3. September 23 & 24, 2021: The District ***Staff Appreciation Lunches*** will be held September 23, 2021, at the Lander site and September 24, 2021, at the Riverton site.

**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 – **No Updates**
3. Municipalities – **No Updates**

Regulatory/Engineering/Legal/General Contractors

Regulatory:

1. August 2021: The District received approved **permit renewals** for the Lander Transfer Station and the Riverton Transfer Station.
2. August 2021: The District submitted the WDEQ required annual reports for the Lander Landfill and the Sand Draw Landfills (both are permitted through the “Lifetime” permit and this is a requirement).

Engineering:

1. Trihydro: (1.) Environmental Monitoring (2.) Technical Assistance (3.) Shoshoni Landfill Closure Construction Oversight and Quality Assurance.
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:

1. July-August 2021: The District advertised for and received bids for the upcoming cold weather season’s **propane** needs. The bids will be reviewed at this month’s meeting.
2. July-August, 2021: We have been working with the **WRIR Solid Waste** staff to deter some of the local construction companies and contractors from using the transfer stations to avoid disposal fees. Representative Lloyd Larson has been extremely helpful with the issue.

Sites/Operations/Equipment:

Sites:

1. August 12, 2021: The Pre-Construction meeting for the **Shoshoni Landfill Closure project** will be held at the landfill.

Equipment:

2. July-August 2021: The District is developing **bid specifications** for the equipment included in the current fiscal year operating budget.

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

**Miscellaneous:**

1. August 2021: **Fremont Prevention** is working to identify the need and value associated with acquiring an incinerator for use in destruction of pharmaceutical and non- pharmaceutical drugs in Fremont County. They have taken an active role in the past two household hazardous waste cleanup events, offering a legal and easy option to dispose of these drugs.

**Upcoming Work & Events:**

1. August 16-19, 2021: The WSWRA annual conference will be in Saratoga, WY.

Thank you,



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