



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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MEETING AGENDA

FREMONT COUNTY SOLID WASTE DISPOSAL DISTRICT

BOARD OF DIRECTORS – REGULAR MEETING

September 20, 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. August 2021
- b. Approval of the Accounts Payable
 - i. August 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. Tribal Cleanup Project – Representative Lloyd Larson (*Discussions*)
- b. FCSWDD: Tin and Aluminum Bid Review (*Discussions and Formal Action*)

4. NEW BUSINESS

5. CLOSING ITEMS:

- a. Upcoming Meeting(s):
 - i. The next Regularly Scheduled Meeting(s): October 18, 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

August 23, 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:

Board Members: Michael Adams, Gary Weisz, Jennifer Lamb, Robert Townsend, Steve Baumann, Rod Haper, and Mark Moxley
Excused Member(s): Rick Klapproth and Rob Dolcater
Unexcused Member(s): *no unexcused members*
Commissioner Liaison: *no commissioner liaison present*
Community Liaisons: John Larson (City of Lander)
Attorney: Rick Sollars (Western Law & Assoc.)
Staff: Superintendent Andy Frey
Consultant(s): Matt Evans (Burns and McDonnell) via Zoom
Guest(s): Brian Eggleston (City of Riverton) and Kyle Butterfield (City of Riverton)

d. **Approval of Agenda**

JEN LAMB made a motion to approve the consent agenda, removing the Superintendent's Report for discussion. 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. July 2021

b. **Approval of Accounts Payable**

i. July 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 – **REMOVED FOR DISCUSSION**

Discussion: An additional clarification was requested on the issues with contractors that had taken place on the Wind River Indian Reservation sites. Superintendent Frey explained that there was a WYDOT contractor in Lander that was caught disposing of WYDOT construction waste out at the WRIR sites. The waste was openly dumped outside of the containers and left. Representative Lloyd Larson was asked to assist with the

issue and he was able to get fairly immediate results. The construction company offered to reimburse the Tribes for the waste disposal and cleanup.

GARY WEISZ made a motion to approve the Superintendent Report. VICE-CHAIRMAN MOXLEY seconded the motion.

MOTION CARRIED

3. OTHER ITEMS OF BUSINESS:

a. FCSWDD: Propane Bid Review (*Discussions and Formal Action*)

Superintendent Frey informed the Board that the District advertised for, and received bids on, the FY 2021-22 cold weather season propane contract. Only two bids were received, even though the District advertised for the opportunity and directly mailed the notice to all of the local providers. The bids received were:

1. Big Horn Coop at \$1.73 per gallon delivered
2. Pirate Propane at \$1.69 per gallon delivered

Superintendent Frey recommended awarding the contract to Pirate Propane with a price of \$1.69 per gallon.

STEVE BAUMANN made a motion to approve the FY 2021-2022 Operating Budget. GARY WEISZ seconded the motion.

MOTION CARRIED

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

Matt Evans (Burns and McDonnell) provided a schedule update to the Board on the project. They are working to finalize the draft final report for review by the Superintendent, with a goal of presenting the draft report to the Board at the September 2021 meeting.

c. 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 complete and the documents will be provided to the Superintendent for review and comment. Following the review, the documents will be ready for bid. The lead times associated with many of the components are long; therefore, an early bidding process will allow contractors to order materials in advance.

Discussions: (1.) A request was made to explain the changes that had been made to the construction plans since the last Board review opportunity? Matt Evans explained that the foundations had been finalized, as well as the septic tank and system sizing, and the electrical systems. (2.) Another request was made to clarify the number of scales included at each of the sites? Matt Evans clarified that two scales will be used at Lander and that they will be down closer to the entrance gate where the new scale building will be constructed, the existing scale at Dubois will remain in place and the site will only receive a new scale building in a similar location to the existing scale building, and the Sand Draw Landfill will have two scale along with a new scale building, all located along the northern edge of the landfill.

4. NEW BUSINESS

- #### **a. Shoshoni Landfill Closure Project:** Superintendent Frey informed the Board that the construction schedule that was provided shows that the contractor will be mobilizing onsite this week.

Discussion: The superintendent was asked to keep the Board updated with construction status and offer tours during key points in the construction.

- #### **b. WSWRA:** Superintendent Frey shared with the Board some of the interesting information shared at the conference. It was reported that over 90% of US constructed cardboard is recycled annually. In an attempt to increase these numbers, the industry is working to encourage recycling programs to accept pizza boxes in their recycling facilities since the processing equipment has improved to the point where they can handle

these materials without negative impacts on the final product. Additionally, the large brand manufacturers are working towards a 40% post-consumer recycled product for all packaging. This change has significantly increased the value in #2 plastics. The industry feeling is that it will keep the value high for #2 plastics for a few months, then it will stabilize back down to a fair market value.

5. CALL FOR ADJOURNMENT

STEVE BAUMANN made a motion to adjourn at 10:05AM. GARY WEISZ seconded the motion. ***MOTION CARRIED***

6. UPCOMING MEETING(S):

- a. **The Next Regularly Scheduled Meeting: September 20, 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 August 31, 2021

	<u>Aug 31, 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	141,896.32
123115 · Edward Jones Investments	3,376,845.09
123120 · Bank of Jackson Hole	168,019.36
123130 · Wyo Star	1,179,679.15
123132 · Wyo Star II	15,341,188.85
123134 · Wyoming Community Bank	994,178.88
Total Checking/Savings	21,204,107.65
Accounts Receivable	
133141 · Accounts Rec - User Fees	255,693.08
Total Accounts Receivable	255,693.08
Other Current Assets	4,484.13
Total Current Assets	21,464,284.86
TOTAL ASSETS	<u>21,464,284.86</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	93,918.27
Total Liabilities	93,918.27
Equity	
32000 · Unrestricted Net Assets	2,377,234.04
380860 · Cash Reserve	750,000.00
380970 · Closure/Post-Closure Reserve	18,155,822.00
Net Income	87,310.55
Total Equity	21,370,366.59
TOTAL LIABILITIES & EQUITY	<u>21,464,284.86</u>



memorandum

To: Andy Frey, P.E., Superintendent, Fremont County SWDD
From: Scott Lee, P.E.
cc: Fremont County SWDD Board
Date: September 13, 2021
Re: Project Updates for September 20, 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 – 2021-2022 Environmental Activities and Monitoring (Task Order 10-030 / Trihydro Project 09Y-008-007)

Third quarter methane monitoring for the Dubois, Sand Draw, and Lander Landfills was conducted on August 16, 2021. The routine, semiannual groundwater monitoring event for each facility is currently scheduled to take place the week of October 11, 2021.

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.
- Trihydro provided an evaluation regarding constituents of concern as related to possible waste acceptance for petroleum contaminated soils (PCS).
- Trihydro and Mr. Andy Frey worked together to submit formal comments to WDEQ/SHWD regarding a draft guidance memo they will be issuing to clarify the groundwater protection standards applicable to MSW landfills.

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

The pre-construction meeting was held onsite on Thursday, August 12, 2021 at 2:00 P.M. In attendance were representatives from DRM, Inberg-Miller Engineers, Clean Air and Water (by phone), Trihydro, and the FCSWDD. DRM provided their work plan, contractor/subcontractor contacts, health and safety plan,



Andy Frey, FCSWDD
September 13, 2021
Page 2

and proposed schedule. Trihydro consulted with DRM on schedule revisions, which resulted in a revised schedule that extends the substantial completion date by one week to November 26, 2021. A Notice to Proceed with an effective date of August 23, 2021 was issued to DRM on August 18, 2021. DRM is scheduled to start mobilizing on Monday, September 13, 2021. Liner delivery is also anticipated during the week of September 13th.

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.

END OF MEMORANDUM

Memorandum



Date: September 13, 2021

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

From: Matt Evans, PE

Subject: Progress Report – September 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 final presentation have been shared with the superintendent. As soon as practical, the presentation of the operational efficiency report and the strategic master plan will be presented as part of an upcoming Board meeting.

Capacity Audits

Capacity audit reports are in progress. The 2021 surveys for the next capacity audit analysis were 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 an upcoming Board meeting.

Scale House Project

Discussions with the Superintendent to make a final few adjustments to the plans are currently in progress. Advertising and bidding of the plans is anticipated to happen during the fourth quarter of 2021 to select a construction contractor. Construction is anticipated to start as soon as weather allows in the spring of 2022.

Memorandum *(continued)*



September 13, 2021

Page 2

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 at your earliest convenience.

Fremont County Solid Waste Disposal District
Superintendent Report
September 13, 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 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 2 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 8 months!!**
2. September 22 & 23, 2021: The District **Staff Appreciation Lunches** will be held September 22, 2021, at the Lander site and September 23, 2021, at the Riverton site.
3. September 2021: We filled our vacant **recycling/waste diversion position** in Lander following a staff member advancing into an equipment operator position.
4. September 2021: We are working to fill our vacant **scale operator position** at the Dubois facility.

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 Klaproth.
 - c. Planning Committee: Bob Townsend, Steve Baumann, Jen Lamb, and Gary Weisz.
 - d. Budget Committee: Rick Klaproth, 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:
 - a. September 2021: Discussions continue with Representative Lloyd Larson around the proposed cooperative **cleanup project on the Wind River Indian Reservation**. The intention with this project (as I have understood) is to clean up all of the known illegal dump sites on the reservation. The proposed funding will come in equal parts from the State of Wyoming, the Eastern Shoshone Tribe, and the Northern Arapahoe Tribe. Representative Larson will be presenting to the Board at the September Board meeting.
2. County – **No Updates**
3. Municipalities – **No Updates**

Regulatory/Engineering/Legal/General Contractors

Regulatory:

1. September 2021: The WDEQ-SHWD released an **updated Groundwater Protection Standards memorandum** for interested parties to review and comment on before being released to the public for comment. After review and discussions with Caroline Brewer (Trihydro), both the District and Trihydro offered comment on the document.

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.
 - a. August 2021: After review of the **scalehouse project** final bids and specs a number of comments and questions were submitted to Burns and McDonnell. The documents are not ready for bid yet.
 - b. September 2021: Burns and McDonnell is submitting their **draft final report** for review and comment. The review has started, but we are waiting for the attachments and calculations to better review the report.

Legal – No Updates

General Contractors – No Updates

Sites/Operations/Equipment:

Sites:

1. September 7, 2021: While stopping in to check on the progress of the **Shoshoni Landfill Closure project** I found that the contractors have not mobilized onsite. After contacting Trihydro I shared my concern with maintaining the contract dates. They shared the same concern and have been pressuring the contractor to provide an updated construction schedule.

2. September 2021: We are working through our semiannual **storm water pollution prevention site inspections**.

Equipment:

3. September 2021: We are in the process of identifying equipment and cost options associated with **tire shredding** (hiring the work, rental options, etc.). The volume of stockpiled tires at the Sand Draw Landfill will be near our permit allowance later this fall and that will be an ideal time to conduct the next phase in our tire processing review.

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. September 22 & 23, 2021: The District **Staff Appreciation Lunches** will be held September 22, 2021, at the Lander site and September 23, 2021, at the Riverton site.

Thank you,



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