



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
April 18, 2022 - 9:30 a.m.

1. PRELIMINARY ITEMS:

- a. Pledge of Allegiance
- b. Roll Call: Michael Adams, Steve Baumann, Mandy Rose, Rick Klapproth, Mark Moxley, Rob Dolcater, Rod Haper, Jennifer Lamb, and Robert Townsend
- c. Declaration of Quorum
- d. Approval of Agenda (*Discussion and Formal Action*)
- e. Public Comment / Communication from the Floor

2. CONSENT ITEMS:

- a. Approval of the Meeting Minutes
 - i. March 2022 – Regularly Scheduled
- b. Approval of the Accounts Payable
 - i. March 2022
- 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. Health Benefit and Wage Committee (*Discussion*)
- b. Easement Request (*Discussion*)

3. NEW BUSINESS

4. CLOSING ITEMS:

- a. Upcoming Meeting(s):
 - i. The next Regularly Scheduled Meeting(s): May 16, 2022, at 9:30 a.m.
- b. Call for Adjournment



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FREMONT COUNTY SOLID WASTE DISPOSAL DISTRICT

Minutes of Regular Board Meeting

March 21, 2022

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 MOXLEY at 9:30am. CHAIRMAN 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>	Robert Townsend, Normandy Rose, Jen Lamb, Mark Moxley, Rod Haper, Steve Baumann, and Rob Dolcater
<u>Excused Member(s):</u>	Michael Adams and Rick Klapproth
<u>Unexcused Member(s):</u>	<i>no unexcused</i>
<u>Commissioner Liaison:</u>	<i>no commissioner liaison in attendance</i>
<u>Community Liaisons:</u>	John Larson (City of Lander), and Kyle Larson (City of Riverton)
<u>Attorney:</u>	Rick Sollars
<u>Staff:</u>	Superintendent Andy Frey
<u>Consultant(s):</u>	<i>no consultants present</i>
<u>Guest(s):</u>	Brian Eggleston (City of Riverton), Kyle Butterfield (City of Riverton), Jon Desoner (WY Game & Fish), Rene Schell (WY Game & Fish)

d. **Approval of Agenda**

SECRETARY/TREASURER LAMB made a motion to approve the consent agenda as presented. ROD HAPER seconded the motion. **MOTION CARRIED**

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

CHAIRMAN MOXLEY opened the floor to public comment. Hearing no public comment, the public comment was closed.

2. CONSENT ITEMS:

a. **Approval of Prior Meeting Minutes**

- i. February 2022

b. **Approval of Accounts Payable**

- i. February 2022 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. BUSINESS ITEMS:

a. **Deer Carcass Fee Waiver Program – Wyoming Game and Fish (*Discussion*)**

Rene Schell and Jon Desoner (Wyoming Game and Fish) discussed the requirement for proper disposal of carcasses within the State of Wyoming, referencing the value of the existing cooperative program in Fremont County with the solid waste district. Wyoming Game and Fish has established a link on their statewide website that provides hunters from all areas of the state with a local disposal option.

b. **Wyoming Association of Special Districts – Membership Follow-Up (*Discussion*)**

Superintendent Frey provided the Board follow-up on the association. Including the association meeting two to three times per year, with the membership fee revenues being used for development of maintenance of the association's website, developing and maintaining training for boards of special districts, and a future lobbyist.

Discussion: (1.) The District has already received a benefit from the association with the board training modules available online. (2.) The District should attend a future meeting to evaluate the group and potential benefits.

CHAIRMAN MOXLEY tabled the discussion until a future meeting following an opportunity to attend a meeting.

c. **1982 Easement Relinquishment (*Discussion and Formal Action*)**

Superintendent Frey explained to the Board that a Harold Hutson had contacted the District about an in-place easement dating back to 1982 where the District had an easement that crossed a piece of private land between two adjacent pieces of land owned by the Wind River Indian Reservation. The District's attorney and the superintendent reviewed the potential future use of the easement and could not identify any possible need for it.

STEVE BAUMANN made a motion to relinquish the easement. ROD HAPER seconded the motion. **MOTION CARRIED**

d. **Shoshoni Landfill Closure Construction – DRM Change Order Request #2 (*Discussion and Formal Action*)**

Superintendent Frey presented to the Board a final change order drafted to adjust the final total contract price. The original total contract price was \$1,312,241.92. Following the payments based on line-item totals – including the approved additional subgrade cut quantity, the fuel escalation change order (change order number 1), application of the liquidated damages, the final total contract price was \$1,281,083.20. This represents a reduction of \$31,158.72 from the original.

VICE-CHAIR DOLCATER made a motion to approve the DRM Change Order #2 as presented. SECRETARY/TREASURER LAMB seconded the motion. **MOTION CARRIED**

4. NEW BUSINESS

- a. 2022 District-Wide Tour: Superintendent Frey discussed the upcoming tour opportunity and that the Board will receive an email notice of potential dates.
- b. District Annual Report: Superintendent Frey requested that if any Board members have comments on the annual report, that it would be encouraged to submit them via email or over a call.

5. CALL FOR ADJOURNMENT

VICE-CHAIRMAN DOLCATER made a motion to adjourn the meeting at 10:30am. BOB TOWNSEND seconded the motion. **MOTION CARRIED**

6. UPCOMING MEETING(S):

- a. The Next Regularly Scheduled Meeting: April 18, 2022, at 9:30 a.m.**

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 March 31, 2022

	<u>Mar 31, 22</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	61,838.53
123115 · Edward Jones Investments	3,377,961.67
123120 · Bank of Jackson Hole	188,354.19
123130 · Wyo Star	1,181,605.99
123132 · Wyo Star II	15,944,448.91
123134 · Wyoming Community Bank	845,908.08
Total Checking/Savings	<u>21,602,417.37</u>
Accounts Receivable	225,491.35
Other Current Assets	<u>8,832.24</u>
Total Current Assets	<u>21,836,740.96</u>
TOTAL ASSETS	<u>21,836,740.96</u>
LIABILITIES & EQUITY	
Liabilities	110,555.82
Equity	
32000 · Unrestricted Net Assets	2,617,228.59
380860 · Cash Reserve	750,000.00
380970 · Closure/Post-Closure Reserve	18,155,822.00
Net Income	<u>203,134.55</u>
Total Equity	<u>21,726,185.14</u>
TOTAL LIABILITIES & EQUITY	<u>21,836,740.96</u>



memorandum

To: Andy Frey, P.E., Superintendent, Fremont County SWDD
From: Scott Lee, P.E.
cc: Fremont County SWDD Board
Date: April 11, 2022
Re: Project Updates for April 18, 2022 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)

The routine April groundwater and methane monitoring event is underway. Trihydro was on site at the Sand Draw, Lander, and Shoshoni Landfills on April 4th, 5th, and 6th. Field work at the Dubois Landfill was delayed due to bottle supply from the laboratory, but is expected to take place during the week of April 11. Once data are received, data management, data validation, statistical analysis, and reporting will commence.

During the week of March 14, the site-specific Tier 2 field study for non-methane organic compound emissions was conducted at the Sand Draw Landfill. Trihydro spent some time in the field for oversight, but most of the work was conducted by Vista GeoScience (Vista). Work went well, and we anticipate having results from Vista within the next week or so. WDEQ/AQD visited the site during the field study to conduct the pre-scheduled annual inspection. The inspection report was completed by AQD, and no compliance issues were identified.

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

Technical assistance activities during the previous month follow:

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



Andy Frey, FCSWDD
April 11, 2022
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Shoshoni Landfill – Shoshoni Landfill Closure (Task Order 10-031/ Trihydro Project 09Y-004-004)

Trihydro has completed the final internal review of the draft Closure Certification Report. Final review comments have been addressed, and the report is being formatted for client review. It is anticipated that the report will be sent to the Superintendent for review on Monday, April 11, 2022. After addressing any comments from the Superintendent, the report will be finalized and submitted to WDEQ-SHWD for their review and approval.

The deed notice for the Shoshoni Landfill is currently being reviewed by the Trihydro Survey Department to verify the legal description provided in the deed notice. Upon completion, it will be submitted to the FCSWDD to file with the Fremont County Clerk.

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: April 11, 2022
To: Andy Frey, PE, Fremont County Solid Waste Disposal District
From: Matt Evans, PE
Subject: Progress Report – April 2022

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

Operational Efficiency Study and Strategic Plan

Burns & McDonnell received comments on the Strategic Plan Report from the District Superintendent and is in the process of finalizing the written report.

Capacity Audits

Capacity audit reports were completed and submitted to the District Superintendent. It should be noted that based on current solid waste projections, it is recommended that the District plan for a transition from primary disposal at Lander to Sand Draw midway through 2027.

Surveys for the 2022 capacity audits will be completed in July 2022.

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 was used as the foundation for the financial analysis completed as part of the Operational Efficiency and Strategic Planning Study. It has been updated with the fiscal yearend results for 2020-2021. A spring of 2022 update of the financial model is anticipated to be completed in the second quarter of 2022.

Scale House Project

The plans and specifications for the project have been completed. The project is anticipated to be advertised on April 15, 2022.

Memorandum *(continued)*



April 11, 2022

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On-call Surveying

Fremont Engineering & Surveying provided surveying services for the tire shredding analysis at the request of the Superintendent. This will allow for volume calculations to be completed when the tire shredding testing is done.

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

April 12, 2022

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 = \$141 per ton & 35,700 total tons
 - ***Note: 2021 included approximately \$1.1 million in expenses for the Shoshoni Landfill Closure project and \$457,900 in new equipment (i.e. three backhoes and a semi-tractor). Removing these two large expenditures, the annual review would be presented as \$97.91 per ton & 35,700 total tons.***
 - j. 2022 = \$152.98 per ton & 7,000 total tons
 - ***Note: within this period our expenses have included the final three pay applications for the Shoshoni Landfill Closure project. Additionally, our year-to-date tonnages are down almost 800 tons compared to last years' first quarter.***
2. April 2022: As a general note, with the **increase in fuel prices** the overall cost of operations has increased. The fuel line item is at 84%, and we should be at 75% to remain within the allocated funds. Other operational costs will also be increasing beyond projected based on the increase in fuel.

Staff:

1. April 2022: The District is still currently fully-staffed (i.e. 25 FTE's).
2. March 2022: 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) have not had a single lost-time accident/incident in **6 years and 9 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 **6 years and 3 month!!**
3. April 2022: Historically, LGLP has provided all of the policy required **safety training** for the District's staff. They informed us that they will no longer be providing this service to any groups. The District is working to identify a new training opportunity.

Board:

1. 2022 – Below is the list of **Board Committees and Members:**
 - a. Recycling Committee: Jennifer Lamb, Mandy Rose, Bob Townsend, and Mark Moxley.

- b. Health Benefit and Wage Committee: Rob Dolcater, Mike Adams, Mark Moxley, and Rick Klapproth.
 - c. Planning Committee: Bob Townsend, Steve Baumann, Jen Lamb, and Rob Dolcater.
 - d. Budget Committee: Rick Klapproth, Jen Lamb, Rob Dolcater, and Mark Moxley.
 - e. WRIR Solid Waste Negotiations Committee: Rod Haper, Steve Baumann, Mandy Rose, and Mark Moxley.
2. April 2022: The **Health Benefit and Wage Committee** met to review the Bureau of Labor Statistics SOC position specific classifications. They will be discussing with the full Board at this month's meeting.
 3. April 2022: Following the mid-April meeting with the District CPA, the **Budget Committee** will be contacted to schedule the initial budget review.

Inter-Government:

1. State:
 - a. April 2022: Representative Lloyd Larson reached out to us to discuss the possibility of developing an amendment to the **SF0027** bill that was approved during the past session.
 - b. February 2022: The District has started discussions with WYDOT regarding the possibility of adding **turning lanes on the Sand Draw highway** prior to the big transition between 2027 and 2028. Discussions were held with engineers in Riverton and their Basin office. They have requested an estimation of traffic count changes following the transition. They had commented that if the turning lanes were primarily for our personal convenience, they would require the District to pay for the work. It was made clear that it was our opinion that the potential for the turning lanes was with respect to public safety.
 - i. March/April 2022: Burns and McDonnell is developing a cost estimate to develop a projected traffic count at the site following our transition to the Sand Draw Landfill becoming our primary landfill.
 - c. February 2022: The **Honor Farm** has reached out to the District to review a prior MOU that allowed their program to graze some of the District land in exchange for them providing assistance back to the District (i.e. litter picking assistance, fence maintenance, access to their welding shop, etc.). We are working to update the document prior to presenting it in full to the Board.
 - d. April 2022: In a conference call/Zoom meeting with the State of Wyoming Construction Group, WDEQ-SHWD, WDEQ-AQD, School District 24, and Representative Lloyd Larson, the upcoming demolition of the **Tonkin Stadium** was discussed. Funds have been set-aside for the project, but they do not have an asbestos evaluation or projected tonnage evaluation completed. Within the discussions it was made clear it is the State's intent to have the asbestos removed prior to the demolition project.
2. County:
 - a. April 2022: Commissioner Mike Jones requested a **summary of the disposal fees for the facilities across Wyoming** for upcoming meetings. In review of the data, the District rates are what I would consider average state-wide. There are a number of sites with rates higher than the District, and an equal number lower than the District.

3. Municipalities:

- a. April 2022: We are scheduled to present at the April 2022 **FCAG** meeting. The presentation will be a summary of our Strategic Planning project, including the recommended operational changes.

4. Tribal:

- a. April 2022: The District continues to participate in the conference calls / Zoom meetings with **EPA and the Tribes**. Within the discussions and planning the Tribal Illegal Dump Cleanup project was reviewed with proposed plans as presented last year by Representative Lloyd Larson. Unfortunately, when the Tribes received the ARPA funds, all of the funds were allocated elsewhere without consideration for the cleanup project. It is now unclear where the funding may come from to cover the portion of the project they would fund (i.e. \$2 million).

Regulatory/Engineering/Legal/General Contractors

Regulatory:

1. April 2022: The District is waiting on the final invoices associated with the Shoshoni Landfill Closure project to submit the second, and final, **grant reimbursement** application.

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. April 2022: The District was contacted by Sure-Way Recycling out of Denver, Colorado regarding possible purchase of our baled **corrugated cardboard**. Their offer removed the cost of freight from the District, providing \$105 per ton picked up. This should allow the District to net approximately \$1,000 per load more than the current sale agreement. An agreement was drafted by the District's Attorney and reviewed/signed by the Board Chairman and Sure-Way Recycling's owner. The first load is scheduled to be shipped with the group the week of April 11, 2022.
2. April 2022: Pacific Steel, the current **scrap metal processing** contractor has completed processing and hauling the stockpiled metals at the Sand Draw and Lander Landfills. They will be mobilizing to the Dubois Landfill later this month.

Sites/Operations/Equipment:

Sites – **No Updated**

Operations:

1. February 7, 2022: Due to a **Federal Motor Carrier Safety Administration rule change**, effective February 7, 2022, individuals pursuing a commercial drivers' license will be required to receive Entry-Level Driver Training from a trainer listed on the FMCA's Training Provider Registry.

Historically, individuals interested in acquiring a commercial drivers' license would either pick-up or download the study materials necessary to study for, and take a test to obtain a driver's permit. Following that, they would spend time operating a commercial vehicle with a licensed driver to

develop their skills necessary to become a licensed driver themselves. Then, they would schedule a driving test with the Wyoming Drivers' License Department to demonstrate their abilities and pass or fail the driving test. A pass would lead to them obtaining a license. A failure would require additional driving time with a licensed driver and a repeat of the exam.

Now, interested individuals will be required to identify a certified trainer, pay for a training course, spend time driving with the certified trainer to demonstrate proficiency in knowledge and behind-the-wheel capabilities, and then schedule a driving test.

After on-line research, a lengthy phone call to the US DOT Federal Motor Carrier Safety Administration, and a subsequent email to them, we still are not aware of what available options may exist in Wyoming. We will continue to research this.

- a. April 2022: The District has still not received any returned correspondence.

Equipment:

1. March/April 2022: The District rented a **tire shredder** from Power Screening for a two-week period. During this two-week period, we were able to shred all of the stockpiled tires at the Sand Draw Landfill (approximately 500 tons), the stockpiled tires at the Lander Landfill, as well as other miscellaneous materials at each of the sites. A survey was completed prior to shredding, and on April 11, 2022, a second survey was completed of the shredded tires and the area of the landfill prepared for the burial of the shredded tires. Once the tires are placed into the landfill, a third survey will be completed. The series of surveys will allow the District to understand the volume reductions associated with each phase of the process, and with that data and the costs associated with renting and operating the shredder, we will know the actual cost associated with this processing approach.
2. March 2022: The **bid process** for roll-offs and a pickup (allocated within the operating budget) have been postponed for review within the next fiscal year due to the significant increase in pricing for the roll-offs and the limited availability with new pickups.

Miscellaneous/Upcoming Work & Events/Work in Progress:

Miscellaneous – No Updates

Upcoming Work & Events:

1. April 15, 2022: The **Scale Facility project** will be advertised with intentions to have the bids due in time to have a recommendation at the May 2022 Board meeting.

Work in Progress – No Updates

Thank you,



Andrew Frey, P.E.

Superintendent of Operations

Fremont County Solid Waste Disposal District