



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
October 17, 2022 - 9:30 a.m.

1. PRELIMINARY ITEMS:

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

2. CONSENT ITEMS:

- a. Approval of the Meeting Minutes
 - i. September 2022
- b. Approval of the Accounts Payable
 - i. September 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. Scale Building Bids – Bid Results (*Discussion and Formal Action*)
- b. CIP Model Update Follow-Up – Matt Evans (*Discussion*)
- c. Stakeholder Engagement Management – Planning Committee (*Discussion*)

4. NEW BUSINESS

5. CLOSING ITEMS:

- a. Upcoming Meeting(s):
 - i. The next Regularly Scheduled Meeting(s): November 21, 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

September 19, 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 VICE-CHAIRMAN DOLCATER at 9:30am. VICE-CHAIRMAN DOLCATER 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, Mandy Rose, Rick Klaproth, Rob Dolcater, Jen Lamb, Mark Moxley, Michael Adams, and Rod Haper
<u>Excused Member(s):</u>	Mark Moxley
<u>Unexcused Member(s):</u>	<i>no unexcused members</i>
<u>Commissioner Liaison:</u>	Mike Jones
<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>	Matt Evans and Cassidy Tieman (Burns and McDonnell)
<u>Guest(s):</u>	Brian Eggleston (City of Riverton)

d. **Approval of Agenda**

SECRETARY/TREASURER LAMB requested that the Superintendent Report be removed for discussion. MANDY ROSE made a motion to approve the consent agenda, removing the Superintendent Report for discussion. BOB TOWNSEND seconded the motion. **MOTION CARRIED**

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

VICE-CHAIRMAN DOLCATER 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. August 2022 Regular Meeting

b. **Approval of Accounts Payable**

- i. August 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 – **REMOVED FOR DISCUSSION**

Discussion: SECRETARY/TREASURER LAMB requested additional information on the waste-to-energy discussions within the report. Superintendent Frey explained that a waste-to-energy company from Canada

had been in contact with the county commissioners, who directed the conversation to the District. The waste-to-energy group was looking for waste generation costs and volumes associated with the District operations to determine if their technology was a good fit for the District. They were not sure of their processing costs, but their technology costs were \$150 million for a plant sized to manage 50 tons per day. Further, their system was still in the pilot project phase with no full-scale facilities in operation anywhere in the world. Commissioner Jones felt that programs similar to this were likely working to capture funding associated with the federal infrastructure bill.

SECRETARY/TREASURER LAMB made a motion to approve the Superintendent's Report. RICK KLAPROTH seconded the motion. **MOTION CARRIED**

3. BUSINESS ITEMS:

a. FY 2022-2023 Cold Weather Season Propane Bids (*Discussion and Formal Action*)

Superintendent Frey explained to the Board that the District had advertised for and received sealed bids for propane services during the fiscal year 2022-2023 cold weather season. Two sealed bids were received:

1. Big Horn Coop at \$2.49 per gallon (they failed to include bid security as required).
2. Pirate Propane at \$2.29 per gallon (all bid requirements were met).

BOB TOWNSEND made a motion to award the fiscal year 2022-2023 cold weather season propane contract to Pirate Propane. RICK KLAPROTH seconded the motion. **MOTION CARRIED**

b. CIP Model Update Follow-Up – Burns and McDonnell (*Discussion*)

Matt Evans and Cassidy Tieman (Burns and McDonnell) presented to the Board:

1. FY 2021-2022 Capacity Audit Summary: the Lander Landfill and the Sand Draw Landfill both had great airspace utilization, improving the landfill lifespan and allowing increased revenue for the landfill assets.
2. Capital Improvement Plan Model Update: reduced revenues associated with the potential deferred mineral royalty payments and increased operational costs associated with inflation trend toward financial shortages during the next twenty years.
3. Strategic Plan Summary: revisited the critical review data and refresher on the recommended operational model.
4. Lander Transfer Station Planning: discussion around use of only residential self-hauler waste tonnages in sizing the building, status update on design process, assumed timeline for bidding out project in early 2023.

Discussion: (1.) Development of a cash flow diagram would help in understanding the revenues, reserve funding, and costs associated with each major expense. (2.) Details for the individual major future development expense would be beneficial in explaining to others. (3.) Post-closure liabilities and impacts of emerging contaminants such as the PFOS/PFAS monitoring already taking place effective 2023. Changes in post-closure care, or increased monitoring requirements of groundwater may trigger groundwater impacts and perpetual post-closure care.

c. Stakeholder Engagement Management – Planning Committee (*Discussion*)

Matt Evans (Burns and McDonnell) proposed a management plan associated with the stakeholder engagement of the Strategic Plan project were six public meetings would be hosted, including one with each council of the City of Riverton, City of Lander, and Town of Dubois, as well as three general public meetings held at the council chambers of the each of the same communities for discussions with the general public.

Discussion: (1.) Commissioner Jones suggested that the process could easily take over 10 meetings to capture the public. (2.) Possible development of mailers, or handouts for distribution at the sites. (3.) Identify the unintended consequences.

VICE-CHAIRMAN DOLCATER appointed MANDY ROSE to the Planning Committee to replace prior Board member Steve Bauman. A Planning Committee meeting was scheduled to work on the stakeholder engagement and public communication plan.

d. Executive Session – Personnel

RICK KLAPROTH made a motion to enter Executive Session for Personnel related matters at 11:10am, allowing Superintendent Frey, Attorney Sollars, and Commissioner Jones to remain. MANDY ROSE seconded the motion.

MOTION CARRIED

BOB TOWNSEND made a motion to exit Executive Session at 11:24am. RICK KLAPROTH seconded the motion. **MOTION CARRIED**

4. NEW BUSINESS

- a. **District Staff Commendation:** BOB TOWNSEND shared with the Board his experience with observing and being trained in the process of transitioning the roll-off containers at the rural transfer stations. Darrell Summerlin, the Riverton Crew Chief, scheduled time to demonstrate the process. It was noted that Darrell was extremely professional in his abilities and explanation of the process, suggesting that Darrell was the right employee to train other District staff members.

5. CALL FOR ADJOURNMENT

RICK KLAPROTH made a motion to adjourn the meeting at 11:25am. BOB TOWNSEND seconded the motion. **MOTION CARRIED**

6. UPCOMING MEETING(S):

- a. **The next Regularly Scheduled Meeting: October 17, 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 September 30, 2022

	<u>Sep 30, 22</u>
ASSETS	
Current Assets	
Checking/Savings	
122105 · Petty Cash	300.00
122106 · Transfer Station Cash	400.00
122107 · Scale House Cash	1,700.00
123110 · CB&T Checking	92,844.95
123115 · Edward Jones Investments	13,087,287.47
123120 · Bank of Jackson Hole	207,968.79
123130 · Wyo Star	1,174,765.38
123132 · Wyo Star II	5,498,386.03
123134 · Wyoming Community Bank	1,286,787.55
Total Checking/Savings	<u>21,350,440.17</u>
Accounts Receivable	
133141 · Accounts Rec - User Fees	263,730.47
Total Accounts Receivable	<u>263,730.47</u>
Other Current Assets	<u>387,080.27</u>
Total Current Assets	<u>22,001,250.91</u>
TOTAL ASSETS	<u>22,001,250.91</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	<u>294,512.35</u>
Total Liabilities	294,512.35
Equity	
32000 · Unrestricted Net Assets	3,001,103.44
380860 · Cash Reserve	750,000.00
380970 · Closure/Post-Closure Reserve	18,155,822.00
Net Income	<u>-200,186.88</u>
Total Equity	<u>21,706,738.56</u>
TOTAL LIABILITIES & EQUITY	<u>22,001,250.91</u>



memorandum

To: Andy Frey, P.E., Superintendent, Fremont County SWDD
From: Scott Lee, P.E.
cc: Fremont County SWDD Board
Date: October 10, 2022
Re: Project Updates for October 17, 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 (WDEQ), 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 – 2022-2023 Environmental Activities and Monitoring (Task Order 10-032 / Trihydro Project 09Y-008-008)

Activities associated with this work order during the previous month and anticipated in the near future include:

- Semiannual methane and groundwater monitoring is taking place the week of October 10, 2022.
- Trihydro will also sample the groundwater collection tank (GWCT) at the Lander Landfill for PFAS by the end of the month.

Technical Assistance (Task Order 10-033 / Trihydro Project 09Y-005-009)

Technical assistance activities during the previous month are as follows:

- A monthly Board memo was prepared for the September 2022 District Board meeting.
- Trihydro has reviewed the Environmental Monitoring Plan and prepared a list of possible modifications to simplify the monitoring program. We will coordinate soon to discuss the possible modifications with Mr. Andy Frey.
- Trihydro continues to work with Mr. Frey and WDEQ regarding comments on the Shoshoni Construction Quality Assurance Report.



Andy Frey, FCSWDD
October 10, 2022
Page 2

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: October 13, 2022
To: Andy Frey, PE, Fremont County Solid Waste Disposal District
From: Matt Evans, PE
Subject: Progress Report –October 2022

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

Capacity Audits

Surveys for the 2022 capacity audits were completed in July 2022. Capacity audit reports for the 2022-2023 FY were completed and presented to the Board at the September Board meeting.

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. Additionally, the following tasks were completed at the request of the Superintendent:

- Dubois staking plan
- Analysis of Riverton Transfer Station tonnage going to Sand Draw Landfill
- Lander site evaluation with Superintendent on September 19, 2022
- Dubois site visit on September 20, 2022

Capital Improvement Plan Modeling

The CIP model has been updated with the fiscal yearend results for 2021-2022. Updated model output information was presented during the board presentation at the September board meeting.

Scale House Construction Project

A bid from Alexander Excavation, Inc was received on October 12, 2022 for the scalehouse construction project. Burns & McDonnell recommends that the District award the bid to this bidder, as the bid appears complete, and the cost is in the range of our construction cost estimates.

The installation of the scalehouses at the three sites will be bid out individually by site. This will be done in an effort to make the project more attractive to bidders, since the District did not previously receive any complete bids when the sites were bid out together.

Bidding is anticipated to occur in October and November 2022 with bids awarded in December 2023. The construction project will likely begin in May 2023 following the delivery of the scalehouses.

Memorandum *(continued)*



October 13, 2022

Page 2

Lander Transfer Station

The conceptual design submittal for the Lander Transfer Station was sent to the Superintendent for review on October 7, 2022. Construction documents will be ready for client review by the first week of January 2023. Bidding is anticipated to occur in February and March 2023 with an anticipated construction project start date of June 2023.

On-call Surveying

Staking was completed at the Dubois Landfill to identify the perimeter and excavation limits of the C&D landfill.

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
October 13, 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 = \$128 per ton & 25,728 total tons for the first three quarters of the fiscal year
 - **Note: within this period our expenses have included the final three pay applications for the Shoshoni Landfill Closure project, inflationary price impacts, and a new front-end loader.**

Staff:

1. August 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 **7 years and 3 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 9 months!!**
2. October 2022: The District supervisors (x6) received two days of **human resource training** from Local Government Liability Pool (LGLP).

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, Mandy Rose, 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, Michael Adams, Mandy Rose, and Mark Moxley.
2. October 2022: Kyle Larson from the City of Riverton has been appointed by the county commissioners to fill our **vacant Board position**.

Inter-Government:

1. State:
 - a. May 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 developed a new lease agreement with a neighbor to the north that allows stock water for the Honor Farm cattle. The Honor Farm is working with their attorneys to develop an updated MOU for Board review.
 - i. October 2022: **no updates**
 - b. September 2022: We have been working with Representative Lloyd Larson regarding some ACM remaining from the **Wyoming Life Resource Center** projects.
2. County – **No Updates**
3. Municipalities:
 - a. July 2022: The District has been having discussions with the City of Lander on the upcoming **PFAS/PFOS reporting** required by waste water treatment facilities starting in 2023.
 - i. September 2022: The District provided the **PFAS/PFOS analytical data** from the Lander Landfill UST to the City of Lander.
4. Tribal:
 - a. October 2022: The District continues to participate in the conference calls / Zoom meetings with **EPA and the Tribes**.

Regulatory/Engineering/Legal/General Contractors

Regulatory:

1. September 2022: The District is submitted the final grant application request for the **Shoshoni Landfill Closure project** to SLIB following review and comment by the WDEQ.

Engineering:

1. Trihydro: (1.) Environmental Monitoring (2.) Technical Assistance
2. Burns and McDonnell: (1.) Capacity Audits (2.) Surveying (3.) Operational Efficiency Evaluation and Strategic Planning (4.) CIP Model Updates, (5.) Scale Facility Bidding Administration, and (6.) the Lander Transfer Station design and bidding.

Legal:

1. June 2022: The District received a draft Compliance Assistance Plan and Agreement (CAPA) agreement for review from Representative Lloyd Larson associated with the **Tribal Lands Cleanup project**. It was submitted to our attorney for review.
 - a. July 2022: Following discussion with the Board, it has been communicated to Representative Larsen and EPA that that District does not intend to expend resources associated with reviewing and commenting until the adequate funds for the project have been made available by all groups involved.

General Contractors:

1. October 2022: Pacific Steel, the District's current **scrap metal processing contractor** has been scheduled to mobilize to the District's sites to process the available scrap metal again.

Sites/Operations/Equipment:

Sites – No Updates

Operations:

1. October 2022: The District started developing bid specifications for a **replacement dozer (D-6) at the Lander Landfill**. The current dozer has nearly 11,000 hours.

Equipment – No Updates

Miscellaneous/Upcoming Work & Events/Work in Progress:

Miscellaneous:

1. September 2022: The District was contacted by a **waste-to-energy** representative out of Canada to discuss what they identified as our “issues” associated with waste management. Within the conversation they were unable to identify the cost per ton associated with their management processing since they have never built a full-scale processing facility. The one cost they did know was that for a processing facility capable of managing 50 tons per day, and that cost was said to be \$150 million.
2. September 2022: Recently, there has been discussion around the ways that the District has assisted and given back to the members of Fremont County.
 - i. October 2022: The list has been again attached for the Board’s reference.

Upcoming Work & Events – No Updates

Work in Progress:

1. September 2022: The District received the survey data from the **tire shredding pilot project** on August 10, 2022, and is working to process the data. The preliminary review identified the volume reduction at 63%.
 - i. October 2022: The evaluation has been submitted for peer review prior to distribution.

Thank you,

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



October 13, 2022

Andy Frey
Superintendent of Operations
Fremont County Solid Waste Disposal District
52 Beebee Road
Lander, Wyoming 82520

Re: Scale Houses Procurement Project Recommendation

Dear Mr. Frey:

Upon review of the one received bid for the new scale houses project that was received on October 12, 2022, Burns & McDonnell recommends that the District award the contract to Alexander Excavation, Inc. The bid appears complete, and the cost is in the range of our construction cost estimates.

Sincerely,
Burns & McDonnell

A handwritten signature in black ink, appearing to read 'Matthew J. Evans'.

Matthew J. Evans, P.E.
Project Manager