



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
January 16, 2023 - 9:30 a.m.

1. PRELIMINARY ITEMS:

- a. Pledge of Allegiance
- b. Roll Call: Kyle Larson, Mandy Rose, Rick Klapproth, 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. December 2022
- b. Approval of the Accounts Payable
 - i. December 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 – *no report submitted*

3. BUSINESS ITEMS:

- a. Election of Officers – Chairman, Vice-Chair, Secretary/Treasurer (*Discussion and Formal Action*)
- b. Board Committee Member Assignments (*Discussion and Formal Action*)
 - Recycling Committee: Jennifer Lamb, Mandy Rose, Bob Townsend, and Mark Moxley.
 - Health Benefit and Wage Committee: Rob Dolcater, **Michael Adams**, Mark Moxley, and Rick Klapproth.
 - Planning Committee: Bob Townsend, Mandy Rose, Jen Lamb, and Rob Dolcater.
 - Budget Committee: Rick Klapproth, Jen Lamb, Rob Dolcater, and Mark Moxley.
 - WRIR Solid Waste Negotiations Committee: Rod Haper, **Michael Adams**, Mandy Rose, and Mark Moxley.
- c. Board Reimbursement – Travel and Expenditures (*Discussion*)
- d. New Year/Board Resolutions (*Discussion and Formal Action*)
 - i. Proposed Resolution 01-2023: Authorized Depositors
 - ii. Proposed Resolution 02-2023: Authorized Account Signers
 - iii. Proposed Resolution 03-2023: Authorized Facsimile Signatures (State of Wyoming Requirement)
- e. Scalehouse and Lander Transfer Station Projects – Burns and McDonnell (*Discussion and Formal Action*)
- f. Public Communication Plan – Planning Committee Update (*Discussion*)
- g. Atlantic City Area – Bear Proof Waste Container Grant Opportunity (*Discussion and Formal Action*)

- h. District Policies – Recommended Updates (*Discussions and Formal Action*)
 - i. Safety Policy
 - ii. Personnel Policy
 - iii. Managerial Guideline
- i. Task Order Requests – Trihydro Corporation (*Discussion and Formal Action*)
 - i. Task Order 10-034 – Support Services: not-to-exceed \$76,500.

This task order will provide support services to the District on an as-requested basis between January 20, 2023 and June 30, 2023.

3. NEW BUSINESS

4. CLOSING ITEMS:

- a. Upcoming Meeting(s):
 - i. The next Regularly Scheduled Meeting(s): February 22, 2023, 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

December 15, 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 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>	Michael Adams, Rick Klapproth, Mandy Rose (via zoom), Mark Moxley, Rob Dolcater, Jen Lamb, and Rod Haper
<u>Excused Member(s):</u>	Robert Townsend
<u>Unexcused Member(s):</u>	Kyle Larson
<u>Commissioner Liaison:</u>	<i>no Commissioner Liaison</i>
<u>Community Liaisons:</u>	Brian Eggleston & Kyle Butterfield (City of Riverton), John Larson (City of Lander)
<u>Attorney:</u>	Rick Sollars
<u>Staff:</u>	Superintendent Andy Frey
<u>Consultant(s):</u>	Susan Brodie, CPA, Jason Lund with Carver, Florek & James, Auditors
<u>Guests:</u>	<i>no guests present</i>

d. **Approval of Agenda**

MIKE ADAMS made a motion to approve the consent agenda as presented. RICK KLAPROTH seconded the motion. **MOTION CARRIED.**

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

CHAIRMAN MOXLEY opened the floor to public comment.

Comment(s): Kyle Butterfield with the City of Riverton thanked Andy for all of his hard work and ability to work well with his community. He, Brian Eggleston (City of Riverton) and John Larson (City of Lander) wished him well on his future endeavors. Hearing no further public comment, the public comment was closed.

2. **CONSENT ITEMS:**

a. **Approval of Prior Meeting Minutes**

- i. November 2022 Regular Meeting

b. **Approval of Accounts Payable**

- i. November 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. **Financial Audit Report – Carver, Florek & James, CPA’s (Discussion and Formal Action)**

Jason Lund with Carver, Florek & James presented and reviewed the audit. He praised Susan Brodie for all of her work. She goes above and beyond and is a great asset for the District. The Net position of the District is healthy. He then went over the unrealized losses and how that works for reporting requirements. Discussions on closure & post-closure costs in the report.

MICHAEL ADAMS made a motion to formally approve the financial audit. RICK KLAPROTH seconded the motion. **MOTION CARRIED.**

b. **Task Order Request (Discussion and Formal Action)**

- i. Burns and McDonald
 - 1. Authorization 44: Not-to-exceed \$27,000 (applying \$22,000 for a new Task Order “Strategic Plan Follow-Up”, and \$5,000 additional for “Technical Assistance”).

VICE-CHAIRMAN DOLCATOR made a motion to approved Task Order Authorization 44 as presented. SECRETARY/TREASURER LAMB seconded the motion. **MOTION CARRIED.**

c. **Replacement Dozer – Bid Reviews (Discussion and Formal Action)**

Superintendent Frey presented the bids received on a new waste handler model dozer. Wyoming Machinery was the only equipment provider that submitted a bid. The Wyoming Machinery bid was \$574,386.64 for a 2023 Caterpillar D-6 Waste Handler dozer with an anticipated delivery date of June 15, 2023.

Discussion: (1.) Within the current operating budget there was \$650,000 allocated for the planned purchase of a new waste handling dozer intended for use at the Lander Landfill. (2.) The machine to be replaced at the site has approximately 11,000 hours currently, with an anticipated 12,500 hours at the time of deliver. (3.) There was a trade consideration, but after some discussion the trade option was declined. Since there is a regular need for a dozer at the Dubois Landfill, the machine being replaced may offer significant value being assigned to the site.

MICHAEL ADAMS made a motion to purchase the new dozer through Wyoming Machinery as presented. RICK KLAPROTH seconded the motion. **MOTION CARRIED.**

d. **Roll-Off Containers – Bid Reviews (Discussion and Formal Action)**

Superintendent Frey presented the bids received for up to five new roll-off containers with lids. Rule Steel of Caldwell, Idaho was the only supplier to submit a bid. The Rule Steel bid was \$94,655 for 5 new roll-offs with lids as per the District bid specifications, with a 12-week delivery following approval.

Discussion: (1.) Within the current operating budget there was \$110,000 allocated for the planned purchase of five new roll-off containers with lids. (2.) The new roll-offs will be used within a number of programs, including the Dubois recycling program, the Lander recycling program, and the rural transfer stations.

RICK KLAPROTH made a motion to purchase 5 new roll-offs as presented. VICE-CHAIRMAN DOLCATER seconded the motion. **MOTION CARRIED.**

e. **Used Front-End Loaders – Bid Reviews (*Discussion and Formal Action*)**

Superintendent Frey presented the bids for the sale of two used front-end loaders. The bids were received through a sealed bid process, following an advertising period and a public viewing opportunity. The high bid on the IT-14 loader was \$30,100, submitted by Justin Anderson. The high bid on the 924K loader was \$47,001, submitted by Cliff Henderson.

VICE-CHAIRMAN DOLCATER made a motion to accept the two highest bids for each loader as presented. MICHAEL ADAMS seconded. **MOTION CARRIED.**

f. **Public Communication Plan – Planning Committee Update (*Discussion*)**

MANDY ROSE updated the Board on the Planning Committee's efforts to date. The PSA that the committee developed was distributed to newspapers, County 10 and our website.

Discussion: (1.) SECRETARY/TREASURER LAMB discussed what comes after the new Director is hired. (2.) Kyle Butterfield (City of Riverton) requested to have a work session with the District Planning committee Tuesday, January 10, 2023. (3.) The website has been updated with the new press release, including a comment area. Comments will be coordinated through the office and distributed directly to MANDY ROSE. (4.) The Planning committee will finalize a power point slide for city partners and a separate one for the public. (5.) Q&A's will be crafted in the future for the website and updated periodically.

g. **Tire Management – Report Reviewed (*Discussion*)**

Superintendent Frey reviewed the Tire Management report that was submitted to the Board within their meeting packets.

Discussion: (1.) Kyle Butterfield with the City of Riverton thought the City of Douglas might be purchasing a shredder, and suggested disposal rate discussions with that group. (2.) Instead of only having a weight-based disposal rate, a per tire rate may also need to be developed to assist in operations.

h. **Plaque of Appreciation (*Discussion*)**

CHAIRMAN MOXLEY presented MICHAEL ADAMS with a plaque of appreciation for his 12 years of dedicated service to the District, noting that he is the currently the most senior board member.

i. **Safety Award (*Discussion and Formal Action*)**

CHAIRMAN MOXLEY discussed the value of the current safety record for the District employees, noting a seven year period District-wide without a lost-time accident. A safety award outside of the current Safety Incentive Plan was shared, to award and encourage continued safe behavior.

MICHAEL ADAMS made a motion to approved CHAIRMAN MOXLEY'S Safety Award plan. SECRETARY/TREASURER LAMB seconded the motion. **MOTION CARRIED.**

4. NEW BUSINESS:

- a. **Wind River Inter-Tribal Solid Waste Agreement:** Superintendent Frey discussed the current solid waste agreement with the Wind River Inter-Tribal Council, noting that the current agreement expires on July 31, 2023.

Discussion: The agreement encourages the negotiations for a subsequent agreement shall begin six months prior to the expiration date.

- b. **Executive Director Vacancy:** Superintendent Frey updated the Board on the Executive Director vacancy. The District is currently advertising in the local newspapers, on County 10, on the Solid

Waste Association of North America's (SWANA) website, through the Wyoming Solid Waste and Recycling Association (WSWRA) announcements, and within the Minnesota SWANA announcements.

5. CALL FOR ADJOURNMENT:

RICK KLAPROTH made a motion to adjourn the meeting at 11:25am. SECRETARY/TREASURER LAMB seconded the motion. **MOTION CARRIED.**

6. UPCOMING MEETING(S):

- a. The next Regularly Scheduled Meeting: January 16, 2023, 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 December 31, 2022

	<u>Dec 31, 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	140,131.28
123115 · Edward Jones Investments	13,087,295.74
123120 · Bank of Jackson Hole	214,811.84
123130 · Wyo Star	1,183,125.65
123132 · Wyo Star II	5,536,838.97
123134 · Wyoming Community Bank	3,143,338.85
Total Checking/Savings	<u>23,307,942.33</u>
Accounts Receivable	139,583.13
Other Current Assets	<u>26,073.22</u>
Total Current Assets	<u>23,473,598.68</u>
TOTAL ASSETS	<u>23,473,598.68</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	<u>134,396.53</u>
Total Liabilities	134,396.53
Equity	
32000 · Unrestricted Net Assets	2,971,005.78
380860 · Cash Reserve	750,000.00
380970 · Closure/Post-Closure Reserve	18,155,822.00
Net Income	1,462,374.37
Total Equity	<u>23,339,202.15</u>
TOTAL LIABILITIES & EQUITY	<u>23,473,598.68</u>

Accounts Payable List

Type	Date	Num	Name	Account	Debit	Credit
Dec 22						
Bill Pmt -Check	12/15/2022	31731	A.D. Martin Dubois	123110 · CB&T C...		72.99
Bill Pmt -Check	12/15/2022	31731	A.D. Martin Dubois	215150 · Account...	72.99	
Bill Pmt -Check	12/15/2022	31732	Atlas Office Products, Inc.	123110 · CB&T C...		109.27
Bill Pmt -Check	12/15/2022	31732	Atlas Office Products, Inc.	215150 · Account...	109.27	
Bill Pmt -Check	12/15/2022	31733	Bailey Enterprises, Inc.	123110 · CB&T C...		28,636.56
Bill Pmt -Check	12/15/2022	31733	Bailey Enterprises, Inc.	215150 · Account...	28,636.56	
Bill Pmt -Check	12/15/2022	31734	Beasley, Lindy	123110 · CB&T C...		116.04
Bill Pmt -Check	12/15/2022	31734	Beasley, Lindy	215150 · Account...	116.04	
Bill Pmt -Check	12/15/2022	31735	Black Hills Energy	123110 · CB&T C...		343.74
Bill Pmt -Check	12/15/2022	31735	Black Hills Energy	215150 · Account...	343.74	
Bill Pmt -Check	12/15/2022	31736	Bomgaars	123110 · CB&T C...		284.73
Bill Pmt -Check	12/15/2022	31736	Bomgaars	215150 · Account...	284.73	
Bill Pmt -Check	12/15/2022	31737	Bull's Service & Towing	123110 · CB&T C...		229.87
Bill Pmt -Check	12/15/2022	31737	Bull's Service & Towing	215150 · Account...	229.87	
Bill Pmt -Check	12/15/2022	31738	Burns & McDonnell	123110 · CB&T C...		10,639.93
Bill Pmt -Check	12/15/2022	31738	Burns & McDonnell	215150 · Account...	10,639.93	
Bill Pmt -Check	12/15/2022	31739	CenturyLink	123110 · CB&T C...		680.09
Bill Pmt -Check	12/15/2022	31739	CenturyLink	215150 · Account...	680.09	
Bill Pmt -Check	12/15/2022	31740	Coca-Cola Bottling Company High C...	123110 · CB&T C...		175.50
Bill Pmt -Check	12/15/2022	31740	Coca-Cola Bottling Company High C...	215150 · Account...	175.50	
Bill Pmt -Check	12/15/2022	31741	Community Entry Service	123110 · CB&T C...		1,137.76
Bill Pmt -Check	12/15/2022	31741	Community Entry Service	215150 · Account...	1,137.76	
Bill Pmt -Check	12/15/2022	31742	Dry Mountain Water Inc.	123110 · CB&T C...		780.00
Bill Pmt -Check	12/15/2022	31742	Dry Mountain Water Inc.	215150 · Account...	780.00	
Bill Pmt -Check	12/15/2022	31743	Dubois Telephone Exchange (DTE) ...	123110 · CB&T C...		96.65
Bill Pmt -Check	12/15/2022	31743	Dubois Telephone Exchange (DTE) ...	215150 · Account...	96.65	
Bill Pmt -Check	12/15/2022	31744	Eagle Uniform Supply, Inc.	123110 · CB&T C...		307.81
Bill Pmt -Check	12/15/2022	31744	Eagle Uniform Supply, Inc.	215150 · Account...	307.81	
Bill Pmt -Check	12/15/2022	3319	Eastern Shoshone Tribe	123110 · CB&T C...		16,364.56
Bill Pmt -Check	12/15/2022	3319	Eastern Shoshone Tribe	215150 · Account...	16,364.56	
Bill Pmt -Check	12/15/2022	31745	Fremont Communications Corporation	123110 · CB&T C...		36.00
Bill Pmt -Check	12/15/2022	31745	Fremont Communications Corporation	215150 · Account...	36.00	
Bill Pmt -Check	12/15/2022	31746	Further	123110 · CB&T C...		924.26
Bill Pmt -Check	12/15/2022	31746	Further	215150 · Account...	924.26	
Bill Pmt -Check	12/15/2022	31747	Hasco Industrial Supply	123110 · CB&T C...		1,946.29
Bill Pmt -Check	12/15/2022	31747	Hasco Industrial Supply	215150 · Account...	1,946.29	
Bill Pmt -Check	12/15/2022	31748	High Plains Power, Inc.	123110 · CB&T C...		669.14
Bill Pmt -Check	12/15/2022	31748	High Plains Power, Inc.	215150 · Account...	669.14	
Bill Pmt -Check	12/15/2022	31749	Intermountain Electric Service, Inc.	123110 · CB&T C...		147.10
Bill Pmt -Check	12/15/2022	31749	Intermountain Electric Service, Inc.	215150 · Account...	147.10	
Bill Pmt -Check	12/15/2022	31750	Interwest Paper, Inc.	123110 · CB&T C...		300.00
Bill Pmt -Check	12/15/2022	31750	Interwest Paper, Inc.	215150 · Account...	300.00	
Bill Pmt -Check	12/15/2022	31751	L&H Industrial	123110 · CB&T C...		2,650.00
Bill Pmt -Check	12/15/2022	31751	L&H Industrial	215150 · Account...	2,650.00	
Bill Pmt -Check	12/15/2022	31752	Lander Valley Auto Parts	123110 · CB&T C...		375.00
Bill Pmt -Check	12/15/2022	31752	Lander Valley Auto Parts	215150 · Account...	375.00	
Bill Pmt -Check	12/15/2022	31753	Napa Auto Parts - Riverton	123110 · CB&T C...		312.80
Bill Pmt -Check	12/15/2022	31753	Napa Auto Parts - Riverton	215150 · Account...	312.80	
Bill Pmt -Check	12/15/2022	31754	Napa Auto Parts of Lander	123110 · CB&T C...		419.88
Bill Pmt -Check	12/15/2022	31754	Napa Auto Parts of Lander	215150 · Account...	419.88	
Bill Pmt -Check	12/15/2022	31755	Norco	123110 · CB&T C...		224.33
Bill Pmt -Check	12/15/2022	31755	Norco	215150 · Account...	224.33	
Bill Pmt -Check	12/15/2022	31756	Peak Environmental Management, Inc.	123110 · CB&T C...		850.00
Bill Pmt -Check	12/15/2022	31756	Peak Environmental Management, Inc.	215150 · Account...	850.00	
Bill Pmt -Check	12/15/2022	31757	Pirate Propane, Inc	123110 · CB&T C...		3,034.25
Bill Pmt -Check	12/15/2022	31757	Pirate Propane, Inc	215150 · Account...	3,034.25	
Bill Pmt -Check	12/15/2022	31758	R.C. Lock & Key	123110 · CB&T C...		12.00
Bill Pmt -Check	12/15/2022	31758	R.C. Lock & Key	215150 · Account...	12.00	
Bill Pmt -Check	12/15/2022	31759	Riverton Tire & Oil, Inc.	123110 · CB&T C...		91.90
Bill Pmt -Check	12/15/2022	31759	Riverton Tire & Oil, Inc.	215150 · Account...	91.90	
Bill Pmt -Check	12/15/2022	31760	Riverton, City of	123110 · CB&T C...		47.25
Bill Pmt -Check	12/15/2022	31760	Riverton, City of	215150 · Account...	47.25	
Bill Pmt -Check	12/15/2022	31761	Rocky Mountain Power	123110 · CB&T C...		4,862.22
Bill Pmt -Check	12/15/2022	31761	Rocky Mountain Power	215150 · Account...	4,862.22	
Bill Pmt -Check	12/15/2022	31762	SLB, Inc.	123110 · CB&T C...		1,700.00
Bill Pmt -Check	12/15/2022	31762	SLB, Inc.	215150 · Account...	1,700.00	
Bill Pmt -Check	12/15/2022	31763	Sutherlands	123110 · CB&T C...		77.39
Bill Pmt -Check	12/15/2022	31763	Sutherlands	215150 · Account...	77.39	

Accounts Payable List

December 2022

Type	Date	Num	Name	Account	Debit	Credit
Bill Pmt -Check	12/15/2022	31764	TCI - Traveling Computers, Inc.	123110 · CB&T C...		164.00
Bill Pmt -Check	12/15/2022	31764	TCI - Traveling Computers, Inc.	215150 · Account...	164.00	
Bill Pmt -Check	12/15/2022	31765	Trihydro Corporation	123110 · CB&T C...		18,625.39
Bill Pmt -Check	12/15/2022	31765	Trihydro Corporation	215150 · Account...	18,625.39	
Bill Pmt -Check	12/15/2022	31766	U.S. Postal Service	123110 · CB&T C...		140.00
Bill Pmt -Check	12/15/2022	31766	U.S. Postal Service	215150 · Account...	140.00	
Bill Pmt -Check	12/15/2022	31767	Union Telephone Co., Inc.	123110 · CB&T C...		636.94
Bill Pmt -Check	12/15/2022	31767	Union Telephone Co., Inc.	215150 · Account...	636.94	
Bill Pmt -Check	12/15/2022	31768	Valley Lumber & Supply	123110 · CB&T C...		409.98
Bill Pmt -Check	12/15/2022	31768	Valley Lumber & Supply	215150 · Account...	409.98	
Bill Pmt -Check	12/15/2022	31769	Western Law Associates, P.C.	123110 · CB&T C...		600.00
Bill Pmt -Check	12/15/2022	31769	Western Law Associates, P.C.	215150 · Account...	600.00	
Bill Pmt -Check	12/15/2022	31770	WY Dept. of Environmental Quality	123110 · CB&T C...		200.00
Bill Pmt -Check	12/15/2022	31770	WY Dept. of Environmental Quality	215150 · Account...	200.00	
Bill Pmt -Check	12/15/2022	31771	WYCO Services, LLC	123110 · CB&T C...		135.00
Bill Pmt -Check	12/15/2022	31771	WYCO Services, LLC	215150 · Account...	135.00	
Bill Pmt -Check	12/15/2022	31772	Wyoming First Aid & Safety	123110 · CB&T C...		130.36
Bill Pmt -Check	12/15/2022	31772	Wyoming First Aid & Safety	215150 · Account...	130.36	
Bill Pmt -Check	12/15/2022	31773	Wyoming Machinery Company, Corp.	123110 · CB&T C...		6,756.13
Bill Pmt -Check	12/15/2022	31773	Wyoming Machinery Company, Corp.	215150 · Account...	6,756.13	
Bill Pmt -Check	12/15/2022	31774	Wyoming Rents	123110 · CB&T C...		230.00
Bill Pmt -Check	12/15/2022	31774	Wyoming Rents	215150 · Account...	230.00	
Bill Pmt -Check	12/15/2022	31775	Wyoming.com (vendor)	123110 · CB&T C...		212.90
Bill Pmt -Check	12/15/2022	31775	Wyoming.com (vendor)	215150 · Account...	212.90	
Bill Pmt -Check	12/15/2022	31776	Carroll Septic Service Corporation	123110 · CB&T C...		150.00
Bill Pmt -Check	12/15/2022	31776	Carroll Septic Service Corporation	215150 · Account...	150.00	
Bill Pmt -Check	12/15/2022	31777	Comtronix	123110 · CB&T C...		299.00
Bill Pmt -Check	12/15/2022	31777	Comtronix	215150 · Account...	299.00	
Bill Pmt -Check	12/15/2022	31778	Riverton Ranger Inc.	123110 · CB&T C...		792.00
Bill Pmt -Check	12/15/2022	31778	Riverton Ranger Inc.	215150 · Account...	792.00	
Bill Pmt -Check	12/15/2022	31779	U.S. Bank	123110 · CB&T C...		750.98
Bill Pmt -Check	12/15/2022	31779	U.S. Bank	215150 · Account...	750.98	
Bill Pmt -Check	12/15/2022	31780	Wind River Gallery	123110 · CB&T C...		275.00
Bill Pmt -Check	12/15/2022	31780	Wind River Gallery	215150 · Account...	275.00	
Bill Pmt -Check	12/15/2022	31781	Lander, City of (vendor)	123110 · CB&T C...		628.71
Bill Pmt -Check	12/15/2022	31781	Lander, City of (vendor)	215150 · Account...	628.71	
Bill Pmt -Check	12/15/2022	31782	Carolina Software Inc.	123110 · CB&T C...		538.84
Bill Pmt -Check	12/15/2022	31782	Carolina Software Inc.	215150 · Account...	538.84	

Dec 22

110,330.54**110,330.54**



memorandum

To: Andy Frey, P.E., Superintendent, Fremont County SWDD
From: Scott Lee, P.E.
cc: Fremont County SWDD Board
Date: January 9, 2023
Re: Project Updates for January 16, 2023 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:

- WDEQ/SHWD Groundwater and methane reporting is underway for the October monitoring event.
 - Analytical data were validated for the Dubois and Shoshoni Landfills, and the statistical analysis was also completed for these two facilities; results are currently in peer review.
 - Trihydro received laboratory data for the Lander and Sand Draw Landfills, but we are still working with the laboratory to acquire revised reports. There are irregularities regarding analytical methods and units in one or both reports.
- WDEQ/AQD Title V reports are due at the end of the month. Trihydro has the data required to draft the reports and will provide them for signature over the next few weeks. Reports will include a Semiannual Report on the used oil furnace, an Annual Compliance Certification Report, and an Annual Non-Methane Organic Compound Rate Report.

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 December 2022 District Board meeting.
- Modifications to permitted Environmental Monitoring Plans were submitted on December 7, 2022 for



Andy Frey, FCSWDD
January 9, 2023
Page 2

each facility. WDEQ/SHWD acknowledged receipt of those documents, and we anticipate their response by approximately February 7, 2023.

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: January 10, 2023
To: Andy Frey, PE, Fremont County Solid Waste Disposal District
From: Matt Evans, PE
Subject: Progress Report – January 2023

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.

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 presentations at the September and October board meetings.

Scale House Construction Project

Alexander Excavation, Inc. (Alexander) will be submitting to Burns & McDonnell final shop drawings of the new scale house buildings for review.

As discussed previously, Alexander was awarded the bid for the scalehouse building manufacturing project on October 19, 2022. The installation of the scalehouses and site work 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 for the site work is anticipated to begin in either late January 2023 or February 2023 with bids awarded in March or April 2023. The construction project will likely begin in June 2023 following the delivery of the scalehouses.

Lander Transfer Station

Design of the new transfer station continues. Draft construction documents were submitted for client review on January 6, 2023.

Upon approval from the Board, Burns & McDonnell will initiate the bidding process the week of January 23, 2023. The anticipated completion date for the project is May 31, 2024.

Memorandum *(continued)*



January 10, 2023
Page 2

On-call Surveying

There is no new on-call surveying information at this time.

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.



DRAFT FOR CLIENT REVIEW

December 14, 2022

Mr. Mark Moxley, Chairman
Fremont County Solid Waste Disposal District
P.O. Box 1400
Lander, WY 82520

RE: Proposal for Superintendent Support Services for Fremont County Solid Waste Disposal District,
Fremont County, Wyoming

Dear Mr. Moxley:

Trihydro Corporation appreciates the opportunity to provide this proposal to the Fremont County Solid Waste Disposal District (FCSWDD) to provide additional technical support services from January 2023 through June 30, 2023. Services will include on-call support of the FCSWDD Superintendent position, until the FCSWDD can fill the Superintendent role. The anticipated start date for services is based on Mr. Frey's anticipated departure date of January 20, 2023. Mr. Frey will be moving to Arizona to pursue ranching and has also accepted a position with Trihydro to start on January 23, 2022.

The FCSWDD is a valued client to Trihydro, and thus we propose that Mr. Frey support the FCSWDD until the FCSWDD fills his position on an as-requested basis. For purposes of this specific task order, we have assumed the FCSWDD will request his support for various administrative and project tasks for up to 510 hours from January 23, 2023 through June 30, 2023. Trihydro is reducing Mr. Frey's standard 2022 billing rate of \$181 per hour to \$150 per hour for this task order, resulting in a not-to-exceed task order amount of \$76,500. If other task-qualified Trihydro team members are available at a lower billing level, we will utilize them and bill at their standard rate based on the attached schedule of charges included as Attachment A; thereby passing along the lower costs to the District. Trihydro will only provide services as requested by the FCSWDD.

As always, Trihydro will strive to complete the requested activities as efficiently and cost-effectively as possible. If the Task Order for Superintendent Support Services is acceptable (Attachment B), please sign, make a copy for your records, and return the original to the attention of Autumn Bainer by email (abainer@trihydro.com).



Mr. Mark Moxley
December 14, 2022
Page 2

If you have any questions or require additional information regarding this proposal and/or contracts, please do not hesitate to contact us at (307) 745-7474.

Sincerely,
Trihydro Corporation

Travis Evans, P.E.
Project Director

Gary Risse, P.E.
Senior Vice-President

BUS-LEA-DS0

Attachments

ATTACHMENT A
2022 SCHEDULE OF CHARGES

TRIHYDRO STANDARD SCHEDULE OF CHARGES

JANUARY 1, 2022 - DECEMBER 31, 2022 ^{2, 3, 4}

<u>PERSONNEL</u>	<u>UNIT RATE^{1, 7}</u>
Senior Principal-----	240.00/hour
Principal-----	217.00/hour
Project Principal-----	196.00/hour
Technical Specialist 4-----	255.00/hour
Technical Specialist 3-----	237.00/hour
Technical Specialist 2-----	222.00/hour
Technical Specialist 1-----	210.00/hour
Professional Level 12-----	209.00/hour
Professional Level 11-----	194.00/hour
Professional Level 10-----	181.00/hour
Professional Level 9-----	166.00/hour
Professional Level 8-----	150.00/hour
Professional Level 7-----	135.00/hour
Professional Level 6-----	120.00/hour
Professional Level 5-----	107.00/hour
Professional Level 4-----	98.00/hour
Professional Level 3-----	88.00/hour
Professional Level 2-----	78.00/hour
Professional Level 1-----	72.00/hour
Technician Level 8-----	124.00/hour
Technician Level 7-----	115.00/hour
Technician Level 6-----	105.00/hour
Technician Level 5-----	96.00/hour
Technician Level 4-----	85.00/hour
Technician Level 3-----	75.00/hour
Technician Level 2-----	67.00/hour
Technician Level 1-----	60.00/hour
Administrative 4-----	80.00/hour
Administrative 3-----	72.00/hour
Administrative 2-----	62.00/hour
Administrative 1-----	52.00/hour
<u>EXPENSES</u>	
Subcontracts (Labor, Equipment and Services)-----	Cost + 10%
Shipping (i.e. Documents, Equipment, Supplies)-----	Cost
<u>TRAVEL EXPENSES</u>	
Meal Per Diem ⁶ -----	\$55/day/person
Airline Tickets-----	Cost
Hotel/Motel-----	Cost
Rental Vehicle-----	Cost
<u>FIELD EXPENSES AND EQUIPMENT</u>	
Consumable Field Supplies-----	Cost + 10%
Rental Equipment-----	Cost + 10%
Purchased Equipment-----	Cost + 10%
Company Field Instruments, Equipment, Vehicles, etc.-----	See Field Charge Sheet
Consumable Field Supplies and PPE-----	See Field Charge Sheet
Company Vehicles (daily) ⁵ -----	\$86/day min or 62.5 cents/mile
Company Vehicles (monthly)-----	Cost + fuel cost

1. The above charges include fringe benefits, overhead and profit. No multiplier is used for billing.
2. An annual escalation rate less than or equal to 5% will be applied to these rates for multi-year projects and contracts.
3. Payment of invoices shall be due within thirty days; delinquent amounts due shall accrue a late charge of 1 1/2% per month from date of invoice.
4. The rates in this Schedule of Charges are subject to change on December 31, 2022.
5. Minimum charge of \$86/day. Daily mileage exceeding 137 miles is charged at the current IRS rate per mile. Mileage rates are subject to change throughout the year.
6. Any International travel meal per diem will be at cost.
7. Expert testimony services, including but not limited to review and preparation of documents, preparation for and time spent in depositions, and preparation for and time spent during arbitration or trial testimony, as well as related research and evaluation, shall be charged at 2.0 times the individual's billing level.

ATTACHMENT B

TASK ORDER FOR SUPERINTENDENT SUPPORT SERVICES



**TRIHYDRO CORPORATION – FREMONT COUNTY SOLID WASTE DISPOSAL DISTRICT
NON-EXCLUSIVE SERVICE AGREEMENT
TASK ORDER**

Task Order No.: 10-034

Date: December 14, 2022

Job No.: 09Y-012-001

Location of Project: Fremont County, Wyoming

Contract: Non-Exclusive Service Agreement between Trihydro Corporation and Fremont County Solid Waste Disposal District, dated July 22, 2010.

Services to be Performed: Trihydro will provide support services to the Fremont County Solid Waste Disposal District on an as-requested basis. Services to be performed in accordance with the Proposal letter dated December 14, 2022.

Schedule - Commencement Date: January 23, 2023
Completion Date: June 30, 2023

Trihydro's Project Manager: Travis Evans
Client's Project Manager: Mark Moxley

Attachments: A. Proposal letter dated December 14, 2022

Other Information: Costs shall be on a time and materials basis not to exceed \$76,500.00, without prior written authorization from the Fremont County Solid Waste Disposal District. The hourly rate for Andy Frey shall be \$150 and other Trihydro staff will be based on the 2022 Schedule of Charges provided in the Proposal letter dated December 14, 2022.

Health and Safety Considerations: Trihydro will prepare and implement a site-specific health and safety plan for Trihydro employees.

This Task Order is made and entered into pursuant to that certain Non-Exclusive Service Agreement between Trihydro Corporation and Fremont County Solid Waste Disposal District, dated July 22, 2010, the terms, conditions, and provisions whereof are hereby incorporated herein and made a part hereof.

Electronic signatures will be accepted to execute this Task Order.

**FREMONT COUNTY SOLID WASTE
DISPOSAL DISTRICT**

BY: _____

TITLE: _____

TRIHYDRO CORPORATION

BY: Kurt Tuggle

Kurt V. Tuggle

TITLE: President and CEO