



# FREMONT COUNTY SOLID WASTE DISPOSAL DISTRICT

Member of Wyoming Solid Waste and Recycling Association (WSWRA)

P.O. Box 1400

FREMONT COUNTY SOLID WASTE DISPOSAL DISTRICT

Lander, WY 82520

## Minutes of Regular Board Meeting

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March 20, 2023

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### 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>	Mark Moxley, Rob Dolcater, Kyle Larson, Mandy Rose via zoom, Rob Dolcater, Jen Lamb, Rod Haper, Robert Townsend, and Rick Klaproth
<u>Excused Member(s):</u>	<i>no excused Board Members</i>
<u>Unexcused Member(s):</u>	<i>no unexcused Board Members</i>
<u>Commissioner Liaison:</u>	Mike Jones via Zoom
<u>Community Liaisons:</u>	John Larson-City of Lander
<u>Attorney:</u>	Rick Sollars
<u>Staff:</u>	Accounting Manager Camille Woody (recording minutes)
<u>Consultant(s):</u>	Andrew Frey (Trihydro via Zoom), and Matt Evans (Burns and McDonnell)
<u>Guests:</u>	Adam Koifenoim (EE Task Force), Jeremy Martinez (AEI), Joe Nachazel (AEI), and Ty Alexander (AEI)

#### d. Approval of Agenda

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

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

CHAIRMAN MOXLEY opened the floor to public comment.

- i. Adam Koifenoim (EE Task Force) talked to the group about a technical assistance grant for a waste to energy evaluation. John Larson (City of Lander) said the City of Lander had an energy audit completed by the EE Task Force and it saved them money. SECRETARY/TREASURER LAMB plans to review the program.

### 2. **CONSENT ITEMS:**

#### a. Approval of Prior Meeting Minutes

- i. February 2023 Regular Meeting

#### b. Approval of Accounts Payable

- i. February 2023 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 – *no report submitted (vacant position)*

### 3. **BUSINESS ITEMS:**

#### a. **Lander Transfer Station and Scalehouse Project Bid Updates and Next Steps – Burns & McDonnell (Discussion and Formal Action)**

##### **Lander Transfer Station Project**

The District received one bid for this project from Alexander Excavation Inc. in the amount of \$6,850,000.

**Discussion:** (1.) The engineer's estimate for the project was \$5.8 million. (2.) Matt Evans (Burns & McDonnell) recommended approving the bid with some revisions to cut costs. (3.) AEI agreed to remove \$75,000 from the contract bid amount since the District has agreed to provide a roll-off for disposal of project waste. AEI removed \$350,000 after they applied a reduced supplier cost proposal for the building materials that had been submitted to them after they had prepared their bid, but before the District's bid deadline. This brought the total contract bid to \$6,425,000.

VICE-CHAIRMAN DOLCATER made a motion to accept Alexander's modified bid of \$6,425,000 for the Lander Transfer Station Project. RICK KLAPROTH seconded the motion. **MOTION CARRIED.**

**Scalehouse Site Improvement Projects** – The District received one bid for the Lander site from Alexander Excavation Inc. in the amount of \$1,325,000 and one bid for the Dubois site from LCI in the amount of \$633,900. No bids were submitted for the Sand Draw site.

**Discussion:** (1.) The engineer's estimate for all three of the scale facilities was \$1,000,000. A major contributing factor to the variance in pricing was that the engineer's estimate was completed in 2019, and inflation has driven up material and labor costs. (2.) Following the bid opening, but prior to the Board meeting, the two bidders were given the opportunity to submit a bid for all three sites as a group. LCI submitted a bid for all three sites in the amount of \$2,579,382 and AEI submitted a bid for all three sites in the amount of \$2,801,626. The Board rejected both bids for all three sites combined. (3.) The Board discussed the benefit of electric gates and Geiger counters.

VICE-CHAIRMAN DOLCATER made a motion to award AEI the contract for the Lander scale facility in the amount of \$1,300,000, and award LCI the contract for the Dubois scale facility in the amount of \$633,000. RICK KLAPROTH seconded the motion. **MOTION CARRIED.**

CHAIRMAN MOXLEY decided the District will review design options for the Sand Draw site with intentions to advertise for bid later this year.

#### b. **District Policies – Recommended Updates (Discussion and Formal Action)**

- i. **Safety Policy**
- ii. **Personnel Policy**
- iii. **Managerial Guideline**

CHAIRMAN MOXLEY tabled the review and requested that the Board members review the draft policies with discussions scheduled at the next Board meeting.

#### c. **Recruiting efforts and other staff changes**

Accounting and HR Manager Woody updated the Board on the recruiting status, where the recruiter has identified some potential leads. A candidate had been identified through the LinkedIn and the Executive Committee scheduled an interview for April 3, 2023.

**Discussion:** The Board agreed to cover travel expenses associated with interviews and review potential moving expenses once an offer is ready for the ideal candidate.

**4. NEW BUSINESS:**

**a. Wash Bay Facility (Discussion)**

Last month there was discussion regarding different options: cement pad, re-excavating the area used now and a sump pump. Andrew Frey (Trihydro) is continuing to work on this, and CHAIRMAN MOXLEY is working with our mechanic, and has talked to employees about improved lighting in shop and repairing the roof on the Sand Draw Shop.

**b. Executive Session**

The Board went into Executive Session from 11:15 a.m. to 11:25 a.m.

**c. WRITC Draft Agreement (Discussion)**

- i. Rick Sollars created a Draft 5-year Agreement for Board review. Following any Board changes it will be presented to the WRITC group at the upcoming March 23, 2023, meeting. The draft agreement payment rate starts at \$280,000 per year with incremental increases depending on specific criteria that must be met (eg. reporting annual operational breakdown of expenses).

RICK KLAPROTH made a motion to approve the Draft Operating Contract Agreement for use in discussions. BOB TOWNSEND seconded the motion. **MOTION CARRIED.**

**5. CLOSING ITEMS:**

- a. **REMINDER - Wind River Inter-Tribal Solid Waste Meeting:** There will be a meeting March 23, 2023, from 10:30am to 12:00pm at 15 North Fork Road, Fort Washakie (in Chambers – across the street from the Post Office).

**6. CALL FOR ADJOURNMENT:**

BOB TOWNSEND made a motion to adjourn the meeting at 11:30 am. ROD HAPER seconded the motion. **MOTION CARRIED.**

**7. UPCOMING MEETING(S):**

- a. The next Regularly Scheduled Meeting: April 17, 2023, at 9:30 a.m.

Respectfully submitted by,



Camille Woody  
Accounting and Human Resources Manager  
Fremont County Solid Waste Disposal District



Mark Moxley  
Board of Director's Chairman  
Fremont County Solid Waste Disposal District