



## 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 17, 2023 – 9:30 a.m.

#### 1. PRELIMINARY ITEMS:

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

#### 2. CONSENT ITEMS:

- a. Approval of Meeting Minutes
  - i. March 2023
- b. Approval of the Accounts Payable
  - i. March 2023
- c. Acceptance of Consultants and Agreement Reports
  - i. Trihydro Corporation
  - ii. Burns and McDonnell
  - iii. Wind River Inter-Tribal Solid Waste – *no report submitted*

#### 3. BUSINESS ITEMS:

- a. District Policies – Recommended Updates (*Discussion and Formal Action*)
  - i. Safety Policy
  - ii. Personnel Policy
  - iii. Managerial Guideline
- b. Scale Facility Projects – Burns and McDonnell (*Discussion and Formal Action*)
  - i. Project Update (Lander and Dubois)
  - ii. Notice to Proceed (Lander and Dubois)
  - iii. Sand Draw – design review and bid timeline
- c. Lander Transfer Station Project – Burns and McDonnell (*Discussion and Formal Action*)
  - i. Project Update
  - ii. Notice to Proceed
- d. Atlantic City Area – Bear Proof Waste Container Grant (*Discussion and Formal Action*)
  - i. WDEQ/SLIB Grant Application
  - ii. Resolution No. 04-2023 Bear Proof Waste Container Grant Authorization
  - iii. Memorandum of Agreement
- e. Executive Director Vacancy – Interview Outcome (*Discussion*)
- f. WRITC Meeting Update (*Discussion*)

#### 4. NEW BUSINESS

- a. Budget Status Update

#### 5. CLOSING ITEMS:

- a. Upcoming Meetings:
  - i. The Next Regularly Scheduled Meeting(s): May 15, 2023, at 9:30am.
- b. Call for Adjournment



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P.O. Box 1400

FREMONT COUNTY SOLID WASTE DISPOSAL DISTRICT

Lander, WY 82520

## Minutes of Regular Board Meeting

telephone 307.332.7040

March 20, 2023

fax 307.332.5013

trashmatters.org

### 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 Klapproth
<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,

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

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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, 2023

	<u>Mar 31, 23</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
122105 · Petty Cash	300.00
122106 · Transfer Station Cash	400.00
122107 · Scale House Cash	1,700.00
123110 · CB&T Checking	60,464.90
123115 · Edward Jones Investments	13,086,280.91
123120 · Bank of Jackson Hole	219,560.32
123130 · Wyo Star	1,192,832.46
123132 · Wyo Star II	5,579,634.63
123134 · Wyoming Community Bank	3,288,415.24
<b>Total Checking/Savings</b>	<u>23,429,588.46</u>
<b>Accounts Receivable</b>	
133141 · Accounts Rec - User Fees	196,919.31
<b>Total Accounts Receivable</b>	<u>196,919.31</u>
<b>Other Current Assets</b>	<u>4,610.96</u>
<b>Total Current Assets</b>	<u>23,631,118.73</u>
<b>TOTAL ASSETS</b>	<b><u>23,631,118.73</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	<u>96,592.29</u>
<b>Total Liabilities</b>	<u>96,592.29</u>
<b>Equity</b>	
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	1,657,698.66
<b>Total Equity</b>	<u>23,534,526.44</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>23,631,118.73</u></b>

## Accounts Payable List

March 2023

Type	Date	Num	Name	Account	Debit	Credit
Mar 23						
Bill Pmt -Check	03/20/2023	31973	A D Martin Lumber Co., Inc.	123110 · CB&T C...		23.21
Bill Pmt -Check	03/20/2023	31973	A D Martin Lumber Co., Inc.	215150 · Account...	23.21	
Bill Pmt -Check	03/20/2023	31974	Ace Hardware-Lander	123110 · CB&T C...		189.99
Bill Pmt -Check	03/20/2023	31974	Ace Hardware-Lander	215150 · Account...	189.99	
Bill Pmt -Check	03/20/2023	31975	Ace Mountain Hardware	123110 · CB&T C...		369.99
Bill Pmt -Check	03/20/2023	31975	Ace Mountain Hardware	215150 · Account...	369.99	
Bill Pmt -Check	03/20/2023	31976	AmeriTech Equipment Co.	123110 · CB&T C...		1,372.39
Bill Pmt -Check	03/20/2023	31976	AmeriTech Equipment Co.	215150 · Account...	1,372.39	
Bill Pmt -Check	03/20/2023	31977	Atlas Office Products, Inc.	123110 · CB&T C...		531.50
Bill Pmt -Check	03/20/2023	31977	Atlas Office Products, Inc.	215150 · Account...	531.50	
Bill Pmt -Check	03/20/2023	31978	B & T Fire Extinguishers, Inc.	123110 · CB&T C...		50.00
Bill Pmt -Check	03/20/2023	31978	B & T Fire Extinguishers, Inc.	215150 · Account...	50.00	
Bill Pmt -Check	03/20/2023	31979	Bailey Enterprises, Inc.	123110 · CB&T C...		19,744.24
Bill Pmt -Check	03/20/2023	31979	Bailey Enterprises, Inc.	215150 · Account...	19,744.24	
Bill Pmt -Check	03/20/2023	31980	Black Hills Energy	123110 · CB&T C...		1,442.30
Bill Pmt -Check	03/20/2023	31980	Black Hills Energy	215150 · Account...	1,442.30	
Bill Pmt -Check	03/20/2023	31981	Bomgaars	123110 · CB&T C...		52.21
Bill Pmt -Check	03/20/2023	31981	Bomgaars	215150 · Account...	52.21	
Bill Pmt -Check	03/20/2023	31982	Boyle Electric, Inc.	123110 · CB&T C...		90.00
Bill Pmt -Check	03/20/2023	31982	Boyle Electric, Inc.	215150 · Account...	90.00	
Bill Pmt -Check	03/20/2023	31983	Bull's Service & Towing	123110 · CB&T C...		288.01
Bill Pmt -Check	03/20/2023	31983	Bull's Service & Towing	215150 · Account...	288.01	
Bill Pmt -Check	03/20/2023	31984	Carroll Septic Service Corporation	123110 · CB&T C...		150.00
Bill Pmt -Check	03/20/2023	31984	Carroll Septic Service Corporation	215150 · Account...	150.00	
Bill Pmt -Check	03/20/2023	31985	CenturyLink	123110 · CB&T C...		617.96
Bill Pmt -Check	03/20/2023	31985	CenturyLink	215150 · Account...	617.96	
Bill Pmt -Check	03/20/2023	31986	Division of Criminal Investigation	123110 · CB&T C...		15.00
Bill Pmt -Check	03/20/2023	31986	Division of Criminal Investigation	215150 · Account...	15.00	
Bill Pmt -Check	03/20/2023	31987	Drug Testing Services, LLC	123110 · CB&T C...		190.00
Bill Pmt -Check	03/20/2023	31987	Drug Testing Services, LLC	215150 · Account...	190.00	
Bill Pmt -Check	03/20/2023	31988	Dry Mountain Water Inc.	123110 · CB&T C...		780.00
Bill Pmt -Check	03/20/2023	31988	Dry Mountain Water Inc.	215150 · Account...	780.00	
Bill Pmt -Check	03/20/2023	31989	Dubois Telephone Exchange (DTE) ...	123110 · CB&T C...		96.85
Bill Pmt -Check	03/20/2023	31989	Dubois Telephone Exchange (DTE) ...	215150 · Account...	96.85	
Bill Pmt -Check	03/20/2023	31990	Eagle Uniform Supply, Inc.	123110 · CB&T C...		291.76
Bill Pmt -Check	03/20/2023	31990	Eagle Uniform Supply, Inc.	215150 · Account...	291.76	
Bill Pmt -Check	03/20/2023	3398	Eastern Shoshone Tribe	123110 · CB&T C...		17,420.96
Bill Pmt -Check	03/20/2023	3398	Eastern Shoshone Tribe	215150 · Account...	17,420.96	
Bill Pmt -Check	03/20/2023	31991	Fremont Communications Corporation	123110 · CB&T C...		36.00
Bill Pmt -Check	03/20/2023	31991	Fremont Communications Corporation	215150 · Account...	36.00	
Bill Pmt -Check	03/20/2023	31992	Fremont Motor Company, Inc.	123110 · CB&T C...		119.42
Bill Pmt -Check	03/20/2023	31992	Fremont Motor Company, Inc.	215150 · Account...	119.42	
Bill Pmt -Check	03/20/2023	31993	Further	123110 · CB&T C...		5,765.75
Bill Pmt -Check	03/20/2023	31993	Further	215150 · Account...	5,765.75	
Bill Pmt -Check	03/20/2023	31994	High Plains Power, Inc.	123110 · CB&T C...		878.98
Bill Pmt -Check	03/20/2023	31994	High Plains Power, Inc.	215150 · Account...	878.98	
Bill Pmt -Check	03/20/2023	31995	Huff Sanitation Inc.	123110 · CB&T C...		168.00
Bill Pmt -Check	03/20/2023	31995	Huff Sanitation Inc.	215150 · Account...	168.00	
Bill Pmt -Check	03/20/2023	31996	Intermountain Electric Service, Inc.	123110 · CB&T C...		35.00
Bill Pmt -Check	03/20/2023	31996	Intermountain Electric Service, Inc.	215150 · Account...	35.00	
Bill Pmt -Check	03/20/2023	31997	Kairos Communications, LLC	123110 · CB&T C...		250.00
Bill Pmt -Check	03/20/2023	31997	Kairos Communications, LLC	215150 · Account...	250.00	
Bill Pmt -Check	03/20/2023	31998	Lander Valley Auto Parts	123110 · CB&T C...		572.90
Bill Pmt -Check	03/20/2023	31998	Lander Valley Auto Parts	215150 · Account...	572.90	
Bill Pmt -Check	03/20/2023	31999	Lander, City of (vendor)	123110 · CB&T C...		227.70
Bill Pmt -Check	03/20/2023	31999	Lander, City of (vendor)	215150 · Account...	227.70	
Bill Pmt -Check	03/20/2023	32000	Lawson Products, Inc.	123110 · CB&T C...		154.92
Bill Pmt -Check	03/20/2023	32000	Lawson Products, Inc.	215150 · Account...	154.92	
Bill Pmt -Check	03/20/2023	32001	Murdoch's Ranch Supply	123110 · CB&T C...		55.97
Bill Pmt -Check	03/20/2023	32001	Murdoch's Ranch Supply	215150 · Account...	55.97	
Bill Pmt -Check	03/20/2023	32002	Napa Auto Parts - Riverton	123110 · CB&T C...		1,199.43
Bill Pmt -Check	03/20/2023	32002	Napa Auto Parts - Riverton	215150 · Account...	1,199.43	
Bill Pmt -Check	03/20/2023	32003	NAPA Auto Parts of Dubois	123110 · CB&T C...		46.49
Bill Pmt -Check	03/20/2023	32003	NAPA Auto Parts of Dubois	215150 · Account...	46.49	
Bill Pmt -Check	03/20/2023	32004	Napa Auto Parts of Lander	123110 · CB&T C...		1,002.78
Bill Pmt -Check	03/20/2023	32004	Napa Auto Parts of Lander	215150 · Account...	1,002.78	
Bill Pmt -Check	03/20/2023	32005	Norco	123110 · CB&T C...		239.06
Bill Pmt -Check	03/20/2023	32005	Norco	215150 · Account...	239.06	

## Accounts Payable List

Type	Date	Num	Name	Account	Debit	Credit
Bill Pmt -Check	03/20/2023	32006	Office Shop, Inc.	123110 · CB&T C...		219.72
Bill Pmt -Check	03/20/2023	32006	Office Shop, Inc.	215150 · Account...	219.72	
Bill Pmt -Check	03/20/2023	32007	Overhead Door Company, Inc.	123110 · CB&T C...		380.00
Bill Pmt -Check	03/20/2023	32007	Overhead Door Company, Inc.	215150 · Account...	380.00	
Bill Pmt -Check	03/20/2023	32008	Pirate Propane, Inc	123110 · CB&T C...		2,461.75
Bill Pmt -Check	03/20/2023	32008	Pirate Propane, Inc	215150 · Account...	2,461.75	
Bill Pmt -Check	03/20/2023	32009	Riverton Ranger Inc.	123110 · CB&T C...		1,494.00
Bill Pmt -Check	03/20/2023	32009	Riverton Ranger Inc.	215150 · Account...	1,494.00	
Bill Pmt -Check	03/20/2023	32010	Riverton Tire & Oil, Inc.	123110 · CB&T C...		5,066.91
Bill Pmt -Check	03/20/2023	32010	Riverton Tire & Oil, Inc.	215150 · Account...	5,066.91	
Bill Pmt -Check	03/20/2023	32011	Riverton, City of	123110 · CB&T C...	0.00	
Bill Pmt -Check	03/20/2023	32011	Riverton, City of	215150 · Account...	0.00	
Bill Pmt -Check	03/20/2023	32012	Rocky Mountain Power	123110 · CB&T C...		4,561.18
Bill Pmt -Check	03/20/2023	32012	Rocky Mountain Power	215150 · Account...	4,561.18	
Bill Pmt -Check	03/20/2023	32013	Rod's Saw Repair	123110 · CB&T C...		68.00
Bill Pmt -Check	03/20/2023	32013	Rod's Saw Repair	215150 · Account...	68.00	
Bill Pmt -Check	03/20/2023	32014	SLB, Inc.	123110 · CB&T C...		550.00
Bill Pmt -Check	03/20/2023	32014	SLB, Inc.	215150 · Account...	550.00	
Bill Pmt -Check	03/20/2023	32015	Struna Communications Co.	123110 · CB&T C...		145.00
Bill Pmt -Check	03/20/2023	32015	Struna Communications Co.	215150 · Account...	145.00	
Bill Pmt -Check	03/20/2023	32016	Sutherlands	123110 · CB&T C...		47.14
Bill Pmt -Check	03/20/2023	32016	Sutherlands	215150 · Account...	47.14	
Bill Pmt -Check	03/20/2023	32017	TCI - Traveling Computers, Inc.	123110 · CB&T C...		302.50
Bill Pmt -Check	03/20/2023	32017	TCI - Traveling Computers, Inc.	215150 · Account...	302.50	
Bill Pmt -Check	03/20/2023	32018	Trihydro Corporation	123110 · CB&T C...		25,640.97
Bill Pmt -Check	03/20/2023	32018	Trihydro Corporation	215150 · Account...	25,640.97	
Bill Pmt -Check	03/20/2023	32019	U.S. Bank	123110 · CB&T C...		1,281.59
Bill Pmt -Check	03/20/2023	32019	U.S. Bank	215150 · Account...	1,281.59	
Bill Pmt -Check	03/20/2023	32020	Union Telephone Co., Inc.	123110 · CB&T C...		674.58
Bill Pmt -Check	03/20/2023	32020	Union Telephone Co., Inc.	215150 · Account...	674.58	
Bill Pmt -Check	03/20/2023	32021	Western Law Associates, P.C.	123110 · CB&T C...		600.00
Bill Pmt -Check	03/20/2023	32021	Western Law Associates, P.C.	215150 · Account...	600.00	
Bill Pmt -Check	03/20/2023	32022	Western Printing	123110 · CB&T C...		63.88
Bill Pmt -Check	03/20/2023	32022	Western Printing	215150 · Account...	63.88	
Bill Pmt -Check	03/20/2023	32023	Wilkens Industries, Inc.	123110 · CB&T C...		3,264.97
Bill Pmt -Check	03/20/2023	32023	Wilkens Industries, Inc.	215150 · Account...	3,264.97	
Bill Pmt -Check	03/20/2023	32024	WYCO Services, LLC	123110 · CB&T C...		180.00
Bill Pmt -Check	03/20/2023	32024	WYCO Services, LLC	215150 · Account...	180.00	
Bill Pmt -Check	03/20/2023	32025	Wyoming Machinery Company, Corp.	123110 · CB&T C...		10,120.59
Bill Pmt -Check	03/20/2023	32025	Wyoming Machinery Company, Corp.	215150 · Account...	10,120.59	
Bill Pmt -Check	03/20/2023	32026	Wyoming.com (vendor)	123110 · CB&T C...		212.90
Bill Pmt -Check	03/20/2023	32026	Wyoming.com (vendor)	215150 · Account...	212.90	
Bill Pmt -Check	03/20/2023	32027	Rule Steel Tanks, Inc.	123110 · CB&T C...		94,655.00
Bill Pmt -Check	03/20/2023	32027	Rule Steel Tanks, Inc.	215150 · Account...	94,655.00	
Bill Pmt -Check	03/20/2023	32028	Local Government Liability Pool	123110 · CB&T C...		1,000.00
Bill Pmt -Check	03/20/2023	32028	Local Government Liability Pool	215150 · Account...	1,000.00	
Bill Pmt -Check	03/20/2023	32029	Riverton, City of	123110 · CB&T C...		347.70
Bill Pmt -Check	03/20/2023	32029	Riverton, City of	215150 · Account...	347.70	
Bill Pmt -Check	03/20/2023	32030	Petty Cash	123110 · CB&T C...		74.22
Bill Pmt -Check	03/20/2023	32030	Petty Cash	215150 · Account...	74.22	
					<b>207,881.37</b>	<b>207,881.37</b>



## memorandum

**To:** Chairman Mark Moxley, Fremont County SWDD  
**From:** Scott Lee, P.E.  
**cc:** Fremont County SWDD Board  
**Date:** April 11, 2023  
**Re:** Project Updates for April 17, 2023 Board Meeting

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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 groundwater monitoring and quarterly methane monitoring was scheduled for the week of April 3<sup>rd</sup>, however, Trihydro was only able to sample at Sand Draw due to field access concerns (due to snow) at Lander, Dubois, and Shoshoni. We will be fitting those landfills into our schedule as field conditions improve.
- The groundwater monitoring report for Dubois is complete, and the reports for Shoshoni and Sand Draw are in final review. The Lander report is being finalized as well.

### **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 March 2023 District Board meeting.
- A monthly Project Status Report was prepared to accompany the February 2023 invoice.
- Discussions with Andy Frey regarding railroad tie disposal and possible land purchase at Sand Draw.





FCSWDD  
April 11, 2023  
Page 2

## **Superintendent Support Services (Task Order 10-034 / Trihydro Project 09Y-012-001)**

Support service activities during the previous month are as follows:

- Operational guidance activities, including draft budget preparation, planning and permitting for ACM from the Tonkin Stadium demolition, planning for remnant cleanup waste receipt at the Wyoming Life Resource Center, Lander Landfill fill activities, review of railroad tie disposal, preparation of the Atlantic City Bearproof Container grant (application MOA, resolution), equipment warranty and compactor issue calls with vendor and buy-back/new equipment review.
- Communication with regulatory agencies: Tonkin Stadium (SHWD), wood waste management at Lander (AQD), Atlantic City Bearproof Container grant (SHWD/SLIB), and stormwater discharge draft permit review (WQD).
- Correspondence with the Army National Guard to begin the review and potential approval process for borrow soils required for the Lander Landfill closure.
- Weekly operations calls with Mark and Camille.
- Executive director interview questions preparation and interview.
- Scale Facility and Transfer Station bid review, alternative construction evaluation, and calls with Board.
- Monthly Board meeting document preparation and review, and meeting participation.

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](mailto:slee@trihydro.com)), or stop by our office at 388 Main Street, Suite C, in Lander.

**END OF MEMORANDUM**

# Memorandum



Date: April 13, 2023  
To: Camille Woody, Fremont County Solid Waste Disposal District  
From: Matt Evans, PE  
Subject: Progress Report – April 2023

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

### *Lander Transfer Station Project*

The Lander Transfer Station Project agreement documents have been prepared and signed by Alexander Construction and the District. Burns & McDonnell has reviewed the agreement documents and recommends that the Board approve issuing Notice to Proceed to Alexander at the April Board meeting.

Alexander construction has initiated correspondence regarding submittals and pre-engineered metal building shop drawings. Burns & McDonnell will be talking the week of April 17, 2023, to coordinate the submittal and request for information process for the project.

A pre-construction meeting will be scheduled upon Board issuance of Notice to Proceed.

### *Lander Scalehouse Project*

The Lander Scalehouse Project agreement documents have been prepared and signed by Alexander Construction and the District. Burns & McDonnell has reviewed the agreement documents and recommends that the Board approve issuing Notice to Proceed to Alexander at the April Board meeting.

The prefabricated scalehouse is scheduled to be delivered to the site on April 24<sup>th</sup>. Alexander Construction, the District, and Burns & McDonnell are coordinating the delivery and temporary storage location for the scalehouse.

A pre-construction meeting will be scheduled upon Board issuance of Notice to Proceed.

### *Dubois Scalehouse Project*

The Dubois Scalehouse Project agreement documents have been prepared and signed by LCI Trucking & Construction and the District. Burns & McDonnell has reviewed the agreement documents and recommends that the Board approve issuing Notice to Proceed to LCI Trucking & Construction at the April Board meeting.

The delivery date for the prefabricated scalehouse is anticipated to be before the end of May. Alexander Construction, the District, and Burns & McDonnell are coordinating the delivery and

## Memorandum *(continued)*



April 13, 2023

Page 2

temporary storage location for the scalehouse. Note that Alexander Construction is responsible for the delivery and unloading of the scalehouse. LCI is responsible for the site improvements and scalehouse placement on the final location.

A pre-construction meeting will be scheduled upon Board issuance of Notice to Proceed.

### *Sand Draw Scalehouse Project*

Burns & McDonnell is working with the District to reevaluate the electric gate design, including potentially using solar power for the electric gate. Additionally, the design of the cistern tank is being reevaluated.

The rebid timing of the Sand Draw scalehouse project still needs to be determined. A fall bidding of the scalehouse project may be appropriate. It would be ahead of other 2024 construction project bidding which may attract more interest in the project.

The prefabricated scalehouse is scheduled to be delivered to the site on April 25<sup>th</sup>. Alexander Construction, the District, and Burns & McDonnell are coordinating the delivery and temporary storage location for the scalehouse.

### *Capacity Audits*

Surveys for the 2023 capacity audits will be completed in July 2023. Capacity audit reports will be prepared and presented to the Board in September or October 2023.

### *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*

Burns & McDonnell will update the model and present results to the Board after the 2023-2024 budget has been developed and provided to Burns & McDonnell. Depending on the timing of the budgets this will be presented at the May or June Board meeting.

### *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 952-222-7249 or [maevans@burnsmcd.com](mailto:maevans@burnsmcd.com) at your earliest convenience.