



FREMONT COUNTY SOLID WASTE DISPOSAL DISTRICT

Member of Wyoming Solid Waste and Recycling Association (WSWRA)

FREMONT COUNTY SOLID WASTE DISPOSAL DISTRICT

Minutes of Regular Board Meeting

April 17, 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 VICE-CHAIRMAN DOLCATER at 9:36am. 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>	Rob Dolcater, Kyle Larson, Mandy Rose via zoom, Jen Lamb, Rod Haper, Robert Townsend, and Rick Klapproth
<u>Excused Member(s):</u>	Mark Moxley
<u>Unexcused Member(s):</u>	<i>no unexcused Board Members</i>
<u>Commissioner Liaison:</u>	Mike Jones
<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 via Zoom)
<u>Guests:</u>	No Guests

d. Approval of Agenda

RICK KLAPROTH 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

VICE-CHAIRMAN DOLCATER opened the floor to public comment.

- i. There was no public comment.

2. **CONSENT ITEMS:**

a. Approval of Prior Meeting Minutes

- i. March 2023 Regular Meeting

b. Approval of Accounts Payable

- i. March 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. District Policies – Recommended Updates (*Discussion and Formal Action*)

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

Discussion: Rick Sollars had concerns about the broadness of the word “cousins” in the Personnel Policies. It will be researched and revised at the next meeting.

BOB TOWNSEND made a motion to approve the Safety Policy and Managerial Guideline. KYLE LARSON seconded the motion. **MOTION CARRIED.**

b. Scale Facility Projects – Burns and McDonnell (*Discussion and Formal Action*)

- i. Project Update (Lander and Dubois)

Discussion: Matt Evans with Burns & McDonnell went over the costs of the upcoming construction/support services - \$428,200 (Sand Draw is not included).

BOB TOWNSEND made a motion to approve the Burns & McDonnell Authorization #45 in the amount of \$428,200 for construction/support services. RICK KLAPROTH seconded. **MOTION CARRIED.**

- ii. Notice to Proceed (Lander and Dubois)

RICK KLAPROTH made a motion to sign the Notice to Proceed with the Lander Scale Facility Project for Alexander Construction. BOB TOWNSEND seconded the motion. **MOTION CARRIED.**

KYLE LARSON made a motion to sign the Notice to Proceed with the Dubois Scale Facility Project for LCI Construction. BOB TOWNSEND seconded the motion. **MOTION CARRIED.**

- iii. Sand Draw – design review and bid timeline

Discussion: It was decided to bid this out late summer or early fall - TBD.

c. Lander Transfer Station Project – Burns and McDonnell (*Discussion and Formal Action*)

- i. Project Update
- ii. Notice to Proceed

RICK KLAPROTH made a motion to sign the Notice to Proceed with the Lander Transfer Station Project for Alexander Construction. BOB TOWNSEND seconded the motion. **MOTION CARRIED.**

d. Atlantic City Area – Bear Proof Waste Container Grant (*Discussion and Formal Action*)

Discussion: Andy Frey with Trihydro walked the Board through the application, resolution and memorandum of agreement.

- i. WDEQ/SLIB Grant Application
- ii. Resolution No. 04-2023 Bear Proof Waste Container Grant Authorization
- iii. Memorandum of Agreement

SECRETARY/TREASURER LAMB made a motion to submit the application of the bear proof waste container grant, sign resolution No. 04-2023 grant authorization, and sign the memorandum of agreement. RICK KLAPROTH seconded. **MOTION CARRIED.**

e. **Executive Director Vacancy – Interview Outcome (Discussion)**

Discussion: There was a very brief/basic discussion regarding the recent interview. The position was not offered to the candidate interviewed.

f. **WRITC Meeting Update (Discussion)**

Discussion: Camille Woody was asked to schedule another contract review meeting for the WRIR Solid Waste Agreement with the WRITC and District Negotiations Committee.

4. **NEW BUSINESS:**

- a. **Budget Status Update:** Susan Brodie with SLB Inc. has started to develop a projected year-end budget summary and draft FY 2023-24 budget. Camille Woody will be meeting with Susan in the next week. A Budget Committee meeting will be scheduled in the near future.

5. **CLOSING ITEMS:**

- a. **REMINDER - Wind River Inter-Tribal Solid Waste Meeting:** A meeting will be scheduled soon. It will take place at 15 North Fork Road, Fort Washakie (in Chambers – across the street from the Post Office).

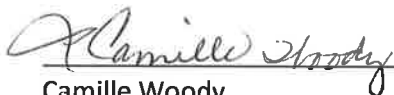
6. **CALL FOR ADJOURNMENT:**

BOB TOWNSEND made a motion to adjourn the meeting at 10:33am. ROD HAPER seconded the motion. **MOTION CARRIED.**

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

- a. The next Regularly Scheduled Meeting: May 15, 2023, at 9:30am.

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