



# FREMONT COUNTY SOLID WASTE DISPOSAL DISTRICT

Member of Wyoming Solid Waste and Recycling Association (WSWRA)

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FREMONT COUNTY SOLID WASTE DISPOSAL DISTRICT

## Minutes of Regular Board Meeting

May 15, 2023

### 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 9:30 am. CHAIRMAN MOXLEY then led the Pledge of Allegiance and declared that there was a quorum of the Board with the following people in attendance:

- Board Members: Mark Moxley, Rob Dolcater, Kyle Larson, Mandy Rose via zoom, Jen Lamb, Rod Haper, Robert Townsend, and Rick Klapproth
- Excused Member(s): *No excused Board Members*
- Unexcused Member(s): *No unexcused Board Members*
- Commissioner Liaison: *Liaison not present*
- Community Liaisons: *No Community Liaisons*
- Attorney: Rick Sollars
- Staff: Accounting Manager Camille Woody (recording minutes)
- Consultant(s): Andrew Frey (Trihydro via Zoom), Matt Evans (Burns and McDonnell), Dave Fehringer and Naill Barmore (Fremont Engineering), and Susan Brodie (SLB)
- Guests: No Guests

#### d. Approval of Agenda

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

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

CHAIRMAN MOXLEY opened the floor to public comment.

There was no public comment.

### 2. CONSENT ITEMS:

- a. **Approval of Prior Meeting Minutes**
  - i. April 2023 Regular Meeting
- b. **Approval of Accounts Payable**
  - i. April 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. Personnel Policy  
ii. Managerial Guidelines

**Discussion:** The word “cousins” in the Managerial Guidelines definitions was modified to be “first cousins.”

RICK KLAPROTH made a motion to approve the Managerial Guidelines and the Personnel Policies. KYLE LARSON seconded the motion. **MOTION CARRIED.**

- iii. Rules and Regulations

**Discussion:** CHAIRMAN MOXLEY asked all board members to review the proposed new Rules and Regulations and be prepared to discuss at the next board meeting.

**b. Scale Facility Projects – Burns and McDonnell (*Discussion/Update*)**

- i. Project Update (Lander and Dubois)

**Discussion:** Matt Evans with Burns & McDonnell reviewed the current status of our construction projects and anticipated timelines. The review consisted of what was happening at the sites, payment procedures and discussions from the preconstruction meetings. The board members were encouraged by CHAIRMAN MOXLEY to attend.

- ii. Sand Draw – design review and bid timeline

**Discussion:** There was more discussion on when would be the best time 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

**Discussion:** Matt Evans with Burns & McDonnell reviewed the current status of our construction projects and anticipated timelines. The review consisted of what was happening at the sites, payment procedures and discussions from the preconstruction meetings.

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

**Discussion:** It was decided to drop the P.E. requirement off of our requirements. They must have an engineering degree, but do not have to be licensed. Another possibility would be an EIT (engineer in training).

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

**Discussion:** There was discussion on the last meeting with the WRITC. We are waiting for them to review proposed contract and contact the District.

4. **NEW BUSINESS:**

- a. **Budget Status Update:** Susan Brodie presented and reviewed the proposed FY 2023-24 Budget.

RICK KLAPROTH made a motion to approve the proposed Budget as presented. BOB TOWNSEND seconded the motion. ***MOTION CARRIED.***

5. **CLOSING ITEMS:**

- a. None

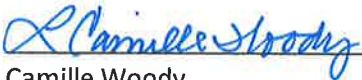
6. **CALL FOR ADJOURNMENT:**

BOB TOWNSEND made a motion to adjourn the meeting at 11:28am. RICK KLAPROTH seconded the motion. ***MOTION CARRIED.***

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

- a. The next Regularly Scheduled Meeting: June 19, 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