



FREMONT COUNTY SOLID WASTE DISPOSAL DISTRICT

Member of Wyoming Solid Waste and Recycling Association (WSWRA)

P.O. Box 1400

Lander, WY 82520

FREMONT COUNTY SOLID WASTE DISPOSAL DISTRICT

telephone 307.332.7040

Minutes of Regular Board Meeting

fax 307.332.5013

December 16, 2024

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 VICE-CHAIRMAN DOLCATER at 9:30 am. 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:

Board Members: Rob Dolcater, Kyle Larson via Teams, Rod Haper, Jen Lamb, Bob Townsend, John Larsen, Bob Carlson, and Shawn Brown

Excused Member(s): Mark Moxley

Unexcused Member(s): *No Unexcused Members*

Commissioner Liaison: *No Commissioner Liaison*

Community Liaisons: *No Community Liaisons*

Attorney: Rick Sollars

Staff: Business Manager, Camille Woody

Consultant(s): Matt Evans (Burns and McDonnell) via Teams, Cassidy Tieman (Burns and McDonnell), via Teams Andy Frey (Trihydro) via Teams, and Dave Fehringer (Fremont Engineering and Surveying)

Guests: *None*

d. **Approval of Agenda (*Discussion and Formal Action*)**

JOHN LARSEN made a motion to approve the consent items as presented. BOB CARLSON seconded the motion.

MOTION CARRIED

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

No comment or communication from the floor.

2. CONSENT ITEMS:

a. **Approval of Prior Meeting Minutes**

i. **November 2024**

b. **Approval of Accounts Payable**

i. **November 2024**

c. **Acceptance of Meeting Reports:**

i. **Trihydro Corporation**

ii. **Burns and McDonnell**

iii. **District Operations Report**

iv. **Eastern Shoshone Tribe Solid Waste Operational Report – *no report submitted***

v. **Northern Arapahoe Tribe Solid Waste Operational Report – *no report submitted***

3. BUSINESS ITEMS:

a. **Review of Active Construction Projects – Burns and McDonnell (*Discussion and Formal Action*)**

i. **Lander Excavation and Stockpiling (status, pay application)**

Matt Evans (Burns and McDonnell) reported that the excavation work is complete, a survey was performed on December 13, 2024, and a final change order cost will be presented at the January 2025 Board meeting.

ii. Lander Transfer Station (status, change orders, contract dates, pay application)

Mr. Evans reported the remaining items necessary to complete the project include the breakroom – ductwork, furnace, drywall, painting, cabinets and final finishes, the building power connection, and the fire water tank connection for the fire department. There has been conflicting information as to why the power connection is still not complete; however, the power company communicated that they are waiting on the contractor. The substantial completion date was December 8, 2024, with anticipated final completion date of February 20, 2025.

Discussion: (1.) Burns & McDonnell have formally notified AEI that they are beyond contract dates. (2.) Liquidated damages can be applied at \$1,500 per calendar day. (3.) The protective coating over the bolted areas within the fire water tank will still need to be reviewed. (4.) CO summary for the project

CO #1 - \$77,759 for concrete remediation under building foundation in 2023 (paid)

CO #2 - \$16,796 for increased roof metal thickness (paid)

CO #3 - \$6,039.50 for concrete remediation work under the fire water tank (included in pay app. #19)

CO #4 - \$12,221.03 for soil placement inside and outside the building footprint (included in pay app. #19)

CO #5 - \$TBD for concrete remediation in the septic tank area (unpaid)

CO #6 - \$TBD for an added concrete pad in front of the electrical meter (will be included in pay app. #20)

CO #7 - \$TBD for additional soil placement: survey completed December 13, 2024

JOHN LARSEN made a motion to approve AEI change order #3 & change order #4, included in pay application #19, and change order #6 that will be included in pay application #20. BOB CARLSON seconded the motion. **MOTION CARRIED**

Pay Application (#19): \$134,885.28

Mr. Evans recommended payment of AEI pay application #19 in the amount of \$134,885.28, which includes change order #3 & #4.

JOHN LARSEN made a motion to approve AEI pay application #19 in the amount of \$134,885.28. BOB CARLSON seconded the motion. **MOTION CARRIED**

iii. Sand Draw Scale Facility

Mr. Evans reported that the project is substantially complete with a few remaining punch list items. Punch list items include cistern overflow repair, gate installation, and radiation detector installation.

Discussion: (1.) Potential retainage of final payment funds to address the cistern overflow issue. (2.) Substantial completion was achieved October 15, 2024. (3.) The contractual final completion date is December 31, 2024. (4.) The start of the 41-day Settlement Notice period is pending final completion.

4. NEW BUSINESS:

a. Proposal and Task Order Requests:

i. Trihydro:

1. Dubois C&D Landfill Partial Excavation: Design, Bid Support, Construction Management, and Certification Report (Discussion and Formal Action)

Andy Frey (Trihydro) reviewed with the Board Trihydro's proposal for engineering services to design and manage a partial excavation of the remaining construction and demolition debris (C&D) cell at the Dubois landfill. The project cost estimate is \$89,978.

BOB CARLSON made a motion to approve the proposal from Trihydro in the amount of \$89,978 for the engineering, design and management services of the Dubois C&D cell excavation project. ROD HAPER seconded the motion.

MOTION CARRIED

2. Operational Support Services (*Discussion and Formal Action*)

Mr. Frey presented a task order for the continuation of Operational Support Services for the second half of fiscal year 2024/25 resulting in a budget of \$116,426.

BOB CARLSON made a motion to approve Trihydro's task order for the continuation of support services in the amount of \$116,426 for the second half of fiscal year 2024/25. SECRETARY/TREASURER LAMB seconded the motion. **MOTION**

CARRIED

ii. Sekure:

1. Credit Card Processing Agreement – Proposal Review (*Discussion and Formal Action*)

Camille Woody reviewed with the Board current percentage of fees (10%) charged by the District's credit card processor, Openedge. Openedge proposed lowering the fees to near 6%. Sekure proposed a fee near 3%.

ROD HAPER made a motion to approve Sekure for credit card processing. BOB TOWNSEND seconded the motion.

MOTION CARRIED

iii. Burns and McDonnell:

1. Authorization No. 55: Increase in Engineering Service fees for project management (*Discussion and Formal Action*)

Mr. Evans presented Authorization No. 55 to the Board, increasing the Burns & McDonnell engineering fees in the amount of \$24,200 to continue services through final completion for the Sand Draw Scale project and the Lander Transfer Station project.

JOHN LARSEN made a motion to approve the Burns and McDonnell Authorization No. 55 in the amount of \$24,200.

SECRETARY/TREASURER LAMB seconded the motion. **MOTION CARRIED**

b. Scale Building Procurement Project Warranty Items – Burns and McDonnell (*Discussion*)

Mr. Evans noted that the new scale buildings were procured under a separate contract from the site improvement projects. There are ongoing issues with all three buildings, including leaking windows and failing hot water heaters. A 5-year warranty was included in the contract documents. AEI, the project contractor, was notified of the issues a few months ago and has reported to be working on the issues.

c. Dubois Scale Facility Project Warranty Item – Burns and McDonnell (*Discussion*)

Mr. Evans reported that the new electric entrance gate at the Dubois facility had failed a few times since installation and is currently not operational. Burns and McDonnell and LCI have communicated the issue to the vendor and await a resolution. The Dubois staff are manually opening and closing the large electric gate until the issue is resolved. The gate operator is rated for 3,000 pounds with a 50-ft gate length. The installed gate is 1,000 pounds and 30-ft long.

CLOSING ITEMS:

a. Upcoming Meetings:

i. The next regularly scheduled meeting: January 20, 2024, at 9:30am.

b. District Christmas Party: December 21, 2024 – 4:00pm @ Lander Shop

c. Call for Adjournment.

BOB TOWNSEND made a motion to adjourn the meeting at 10:45am. **SHAWN BROWN** seconded the motion. ***MOTION CARRIED***

Respectfully submitted by,



Camille Woody
Business Manager
Fremont County Solid Waste Disposal District



Rob Dolcater
Board of Director's Vice-Chairman
Fremont County Solid Waste Disposal District