



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

January 20, 2025 – 9:30 a.m.

1. PRELIMINARY ITEMS

- a. Pledge of Allegiance
- b. Roll Call: Kyle Larson, Mark Moxley, Rob Dolcater, Rod Haper, Jennifer Lamb, John Larsen, Bob Carlson, and Shawn Brown
- 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 – December 2024
- b. Approval of the Accounts Payable – December 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. FY2023-2024 Financial Audit – Carver, Florek, and James, CPAs (*Discussion and Formal Action*)
- b. Executive Session – Potential Litigation (*Discussion and Formal Action*)
- c. Review of Active Construction Projects – Burns and McDonnell (*Discussion and Formal Action*)
 - i. Lander Excavation and Stockpiling (status, pay application)
 - ii. Lander Transfer Station (status, change orders, contract dates, pay application)
 - iii. Sand Draw Scale Facility (status, change orders, contract dates, pay application)
- d. Review Project Warranty Work – Burns and McDonnell (*Discussion*)
 - i. Scale Buildings / Dubois Gate / Lander Geiger Counter / Sand Draw Cistern
- e. Election of Board Officers: Chair, Vice-Chair, and Secretary/Treasurer (*Discussion and Formal Action*)
- f. Board Committee Member Assignments (*Discussion and Formal Action*)
 - i. Recycling Committee: Jen Lamb and Mark Moxley
 - ii. Health Benefit & Wage Committee: Rob Dolcater, Mark Moxley, John Larsen, and Rod Haper.
 - iii. Planning Committee: Jen Lamb and Rob Dolcater.
 - iv. Budget Committee: Jen Lamb, Rob Dolcater, and Mark Moxley.
 - v. WRIR Solid Waste Negotiations Committee: Rod Haper, Mark Moxley, and Kyle Larson.
- g. Board Member Reimbursement – Travel and Expenditures (*Discussion*)
- h. New Year Board Resolutions (*Discussion and Formal Action*)
 - i. Proposed Resolution 01-2025: Authorized Depositors
 - ii. Proposed Resolution 02-2025: Authorized Signers

iii. Proposed Resolution 03-2025: Authorized Facsimile Signatures (State of WY Requirement)

4. **NEW BUSINESS**

5. **CLOSING ITEMS**

a. Upcoming Meeting(s):

i. The Next Regularly Scheduled Meeting(s): Wednesday – February 19, 2025, at 9:30am

d. Call for Adjournment



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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

Fremont County Solid Waste Disposal District
Profit & Loss - Modified Accrual
For December 2024
(with comparative data for 2022)

	Dec 23	Dec 24	Jul-Dec 23	Jul-Dec 24	Budget	YTD = 50%
						% of Budget
Ordinary Income/Expense						
Income						
410210 · 3 Mill Levy Property Tax Revenue	614,246.01	613,173.43	1,091,921.33	1,062,902.22	2,571,972.00	41.33%
410214 · Auto Tax Revenue	0.00	0.00	0.00	49,371.37	350,000.00	14.11%
432000 · Intergovernmental Revenue	0.00	0.00	47,020.11	0.00	43,000.00	0.0%
435260M · Misc. Grant Revenue	0.00	0.00	0.00	22,258.50	0.00	100.0%
441270 · User Fees	196,658.34	225,021.16	1,563,584.69	1,595,766.19	2,700,000.00	59.1%
471250 · Interest Income	17,313.54	28,955.87	231,144.75	302,603.48	300,000.00	100.87%
480271 · Compost Sales	0.00	180.00	3,998.70	4,735.50	6,000.00	78.93%
480277O/S · Overage (Shortage)	0.00	1.00	-19.53	73.81	0.00	100.0%
480290 · Miscellaneous Revenue	25.00	50.00	4,007.50	225.00	5,500.00	4.09%
480290C · Recycling Revenue	7,370.34	10,574.19	85,529.80	128,297.51	160,000.00	80.19%
499272 · Sale of Surplus Vehicles	0.00	0.00	0.00	0.00	0.00	0.0%
Total Income	835,613.23	877,955.65	3,027,187.35	3,166,233.58	6,136,472.00	51.6%
Expense						
510310 · WAGES	87,986.20	88,070.93	559,820.53	581,230.45	1,308,100.00	44.43%
520000 · Payroll Tax & Benefits						
520320 · FICA	6,046.13	6,054.37	38,533.16	39,893.79	89,800.00	44.43%
520330 · WYOMING RETIREMENT	12,791.65	12,884.45	79,552.32	81,601.86	193,200.00	42.24%
520340 · HEALTH BENEFITS	53,927.05	34,868.99	322,195.07	262,279.49	488,300.00	53.71%
520350 · WORKER'S COMPENSATION	1,302.20	1,250.63	8,285.34	8,253.50	19,400.00	42.54%
520360 · UNEMPLOYMENT INSURANCE	0.00	0.00	0.00	0.00	5,000.00	0.0%
Total 520000 · Payroll Tax & Benefits	74,067.03	55,058.44	448,565.89	392,028.64	795,700.00	49.27%
530000 · Travel, Seminars & Training						
530620 · Board Travel/Seminars	65.50	710.31	317.38	1,047.39	3,000.00	34.91%
530630 · Staff Travel, Seminars & Training	0.00	1,075.63	6,654.47	5,471.13	12,000.00	45.59%
Total 530000 · Travel, Seminars & Training	65.50	1,785.94	6,971.85	6,518.52	15,000.00	43.46%
540000 · Contractual Services						
540700 · Engineering	90,780.48	64,731.44	349,336.03	337,681.07	641,300.00	52.66%
540840 · Audit/Acctg Fees	8,500.00	8,800.00	8,500.00	8,800.00	8,800.00	100.0%
540842 · Public Information	540.00	0.00	6,437.40	1,257.40	10,000.00	12.57%
540844 · Accountant	2,805.00	2,585.00	15,380.00	13,337.50	30,000.00	44.46%
540846 · Misc.Contract Services	0.00	0.00	0.00	0.00	15,000.00	0.0%
540850 · Attorney Fees	600.00	600.00	3,600.00	3,600.00	15,000.00	24.0%
Total 540000 · Contractual Services	103,225.48	76,716.44	383,253.43	364,675.97	720,100.00	50.64%
550000 · Other Admin. Expenses						
550610 · Office Expense	0.00	3,279.51	3,482.96	6,197.35	12,000.00	51.65%
550611 · Postage	0.00	0.00	573.23	1,648.91	2,500.00	65.96%
550612 · Advertising	826.00	0.00	2,409.78	2,374.00	7,500.00	31.65%
550616 · Office Equip.- Maint. & Repairs	365.20	1,138.37	3,804.60	4,132.96	15,000.00	27.55%
550635 · Bank fees	5,709.97	6,879.83	36,894.00	48,205.93	75,000.00	64.28%
Total 550000 · Other Admin. Expenses	6,901.17	11,297.71	47,164.57	62,559.15	112,000.00	55.86%

Fremont County Solid Waste Disposal District
Profit & Loss - Modified Accrual
For December 2024
(with comparative data for 2022)

	Dec 23	Dec 24	Jul-Dec 23	Jul-Dec 24	Budget	YTD = 50% % of Budget
620000 · Operations						
620420 · Operat/Maint Fuel, Lube, Filter						
620421 · Fuel	16,631.57	14,689.88	126,475.77	103,353.49	350,000.00	29.53%
620420 · Operat/Maint Fuel, Lube, Filter - Other	5,356.42	509.03	21,711.86	17,451.43		100.0%
Total 620420 · Operat/Maint Fuel, Lube, Filter	<u>21,987.99</u>	<u>15,198.91</u>	<u>148,187.63</u>	<u>120,804.92</u>	350,000.00	34.52%
620430 · Equipment Repairs	3,038.55	6,199.61	68,472.79	79,631.66	275,000.00	28.96%
620470 · Tires/All sites	2,401.35	390.56	16,161.27	9,895.34	70,000.00	14.14%
620475 · Safety	421.44	1,697.07	11,248.70	15,399.37	30,000.00	51.33%
620495 · Tools/all sites	264.46	421.94	2,078.09	3,466.94	7,000.00	49.53%
620591 · Supplies/All Sites	525.88	1,021.99	6,371.89	4,431.98	17,000.00	26.07%
620630 · Property Leases/Equip. Rents	1,328.21	897.26	25,143.61	7,202.22	90,000.00	8.0%
620710 · Bale Station Repair	0.00	0.00	1,319.09	583.70	200,000.00	0.29%
620711 · Baler wire	0.00	0.00	0.00	11,531.70	14,000.00	82.37%
Total 620000 · Operations	<u>29,967.88</u>	<u>25,827.34</u>	<u>278,983.07</u>	<u>252,947.83</u>	1,053,000.00	24.02%
630000 · Other Operating Expense						
630521 · Site Maintenance/All Sites	521.04	7,303.05	42,945.49	109,540.59	434,000.00	25.24%
630690 · Transfer Stations	0.00	0.00	2,400.00	1,738.79	1,500.00	115.92%
630695 · Wind River Res. Trnsfr Stations	23,780.82	23,780.82	140,301.36	141,150.95	280,000.00	50.41%
630730 · Recycling	40,431.69	8,925.20	100,469.51	48,035.97	160,000.00	30.02%
630740 · Financial Assurance Pmt.	4,695.27	0.00	9,095.27	800.00	5,600.00	14.29%
630839 · Bad Debts	0.00	0.00	0.00	0.00	1,000.00	0.0%
630854 · Landfill Closure	0.00	0.00	0.00	0.00	0.00	0.0%
Total 630000 · Other Operating Expense	<u>69,428.82</u>	<u>40,009.07</u>	<u>295,211.63</u>	<u>301,266.30</u>	882,100.00	34.15%
640650 · Utilities/All sites						
640651 · Power	5,177.25	5,647.91	26,333.12	29,301.61		
640652 · Cell Phone	476.70	476.58	2,854.29	2,858.03		
640653 · Phones	784.49	734.51	4,243.17	4,302.31		
640654 · Water	2,306.65	2,077.63	14,115.68	15,266.14		
640655 · Internet	294.95	50.00	2,230.90	562.13		
640656 · Propane/Natural Gas	3,707.79	3,217.02	6,770.37	6,921.88		
640650 · Utilities/All sites - Other	303.00	399.00	909.00	4,176.67	135,000.00	3.09%
Total 640650 · Utilities/All sites	<u>13,050.83</u>	<u>12,602.65</u>	<u>57,456.53</u>	<u>63,388.77</u>	135,000.00	46.96%
650712 · Scale Houses	669.22	1,019.94	19,223.47	11,674.28	30,000.00	38.91%
710000 · Insurance						
710640 · Insurance Liability	0.00	0.00	0.00	0.00	5,895.00	0.0%
710645 · Insurance Property	0.00	0.00	0.00	0.00	36,000.00	0.0%
710647 · Insurance Bonds	0.00	0.00	0.00	0.00	75.00	0.0%
Total 710000 · Insurance	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	41,970.00	0.0%
850410 · Equipment Purchase	0.00	0.00	0.00	591,715.00	777,000.00	76.15%
850414 · Infrastructure Improvements	482,600.70	144,909.00	3,676,947.01	2,030,656.88	4,600,000.00	44.15%
850410 · Office Equipment	0.00	0.00	5,685.00	3,044.00	21,000.00	14.5%
850855B · SLIB Grant Sandraw Expansion	0.00	0.00	0.00	0.00	0.00	0.0%
880905 · Debt Service - Interest	0.00	0.00	0.00	0.00	0.00	0.0%
880915 · Debt Service- Principal	0.00	0.00	0.00	0.00	0.00	0.0%
Total Expense	<u>867,962.83</u>	<u>457,297.46</u>	<u>5,779,282.98</u>	<u>4,661,705.79</u>	10,490,970.00	44.44%
Net Ordinary Income	<u>-32,349.60</u>	<u>420,658.19</u>	<u>-2,752,095.63</u>	<u>-1,495,472.21</u>	-4,354,498.00	34.34%
Net Income	<u>-32,349.60</u>	<u>420,658.19</u>	<u>-2,752,095.63</u>	<u>-1,495,472.21</u>	-4,354,498.00	34.34%

Fremont County Solid Waste Disposal District A/P Aging Summary As of December 31, 2024

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
ABC Sign, Inc.	37.50	0.00	0.00	0.00	0.00	37.50
Ace Hardware-Lander	85.74	0.00	0.00	0.00	0.00	85.74
Alexander Excavation, Inc.	144,909.00	0.00	0.00	0.00	0.00	144,909.00
AmeriTech Equipment Co.	23.53	0.00	0.00	0.00	0.00	23.53
Arapaho First Water	28.50	0.00	0.00	0.00	0.00	28.50
Bailey Enterprises, Inc.	14,819.69	0.00	0.00	0.00	0.00	14,819.69
Black Hills Energy	649.92	0.00	0.00	0.00	0.00	649.92
Bomgaars	558.63	0.00	0.00	0.00	0.00	558.63
Boyle Electric, Inc.	1,400.00	0.00	0.00	0.00	0.00	1,400.00
Burns & McDonnell	27,637.69	0.00	0.00	0.00	0.00	27,637.69
Carlson, Robert C.	285.42	0.00	0.00	0.00	0.00	285.42
Carolina Software Inc.	950.00	0.00	0.00	0.00	0.00	950.00
Carver Florek & James, CPA's	8,800.00	0.00	0.00	0.00	0.00	8,800.00
Coca-Cola Bottling Company High Country	52.50	0.00	0.00	0.00	0.00	52.50
Community Entry Service	8,735.30	0.00	0.00	0.00	0.00	8,735.30
Comtronix	399.00	0.00	0.00	0.00	0.00	399.00
Croell Inc.	4,123.52	0.00	0.00	0.00	0.00	4,123.52
D&S Express	1,904.50	0.00	0.00	0.00	0.00	1,904.50
DB Equipment LLC	268.00	0.00	0.00	0.00	0.00	268.00
Dry Mountain Water Inc.	1,075.00	0.00	0.00	0.00	0.00	1,075.00
Dubois Telephone Exchange (DTE) DBA Range	98.32	0.00	0.00	0.00	0.00	98.32
Eagle Uniform Supply, Inc.	531.73	0.00	0.00	0.00	0.00	531.73
Elan Financial Services	4,239.65	0.00	0.00	0.00	0.00	4,239.65
Further	1,537.67	0.00	0.00	0.00	0.00	1,537.67
High Plains Power, Inc.	1,115.53	0.00	0.00	0.00	0.00	1,115.53
iPrint Technologies	108.00	0.00	0.00	0.00	0.00	108.00
Jack's Truck & Equipment dba Floyd's Truc	1,142.74	0.00	0.00	0.00	0.00	1,142.74
Lander Valley Auto Parts	207.68	0.00	0.00	0.00	0.00	207.68
Lander, City of (vendor)	877.48	0.00	0.00	0.00	0.00	877.48
Murdoch's Ranch Supply	25.18	0.00	0.00	0.00	0.00	25.18
Napa Auto Parts - Riverton	288.44	0.00	0.00	0.00	0.00	288.44
NAPA Auto Parts of Dubois	38.21	0.00	0.00	0.00	0.00	38.21
Napa Auto Parts of Lander	1,252.48	0.00	0.00	0.00	0.00	1,252.48
Norco	123.47	0.00	0.00	0.00	0.00	123.47
Office Shop, Inc.	161.98	0.00	0.00	0.00	0.00	161.98
Pirate Propane, Inc	2,567.10	0.00	0.00	0.00	0.00	2,567.10
Riverton Tire & Oil, Inc.	372.60	0.00	0.00	0.00	0.00	372.60
Riverton, City of	234.05	0.00	0.00	0.00	0.00	234.05
Rocky Mountain Power	4,828.31	0.00	0.00	0.00	0.00	4,828.31
SLB, Inc.	2,585.00	0.00	0.00	0.00	0.00	2,585.00
Struna Communications Co.	1,101.00	0.00	0.00	0.00	0.00	1,101.00
Sutherlands	215.91	0.00	0.00	0.00	0.00	215.91
Sweetwater Aire	1,564.31	0.00	0.00	0.00	0.00	1,564.31
TCI - Traveling Computers, Inc.	886.39	0.00	0.00	0.00	0.00	886.39
Trihydro Corporation	33,448.75	0.00	0.00	0.00	0.00	33,448.75
Union Telephone Co., Inc.	476.58	0.00	0.00	0.00	0.00	476.58
Western Law Associates, P.C.	600.00	0.00	0.00	0.00	0.00	600.00
Wilkens Industries, Inc.	560.76	0.00	0.00	0.00	0.00	560.76
Wyoming Machinery Company, Corp.	2,347.03	0.00	0.00	0.00	0.00	2,347.03
Wyoming.com (vendor)	686.19	0.00	0.00	0.00	0.00	686.19
TOTAL	280,965.98	0.00	0.00	0.00	0.00	280,965.98



memorandum

To: Chairman Mark Moxley, Fremont County SWDD
From: Andrew Frey, P.E.
cc: Fremont County SWDD Board
Date: January 16, 2025
Re: Project Updates for January 20, 2025, Board Meeting

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 – 2024-2025 Environmental Activities and Monitoring (Task Order 10-039 / Trihydro Project FREMO-024-0002)

Activities associated with this work order during the previous month and anticipated in the near future include:

- The semiannual environmental monitoring event was completed during the week of October 7th. Statistical analysis was just completed for the Lander, Shoshoni, and Sand Draw Landfills, and data are being incorporated into each report. (Dubois no longer requires statistical analysis.)
- Quarterly methane monitoring is anticipated to happen either this month or in February at the Dubois, Lander, and Sand Draw Landfills.



Technical Assistance (Task Order 10-040 / Trihydro Project FREMO-024-0004)

Technical assistance activities during the previous month are as follows:

- A monthly Board memo was prepared for the December 2024 District Board meeting.
- A monthly Project Status Report was prepared to accompany the December 2024 invoice.
- The BLM application packet documents (resolution, drawings, reports) are getting developed, working with the Lander BLM contact. Trihydro continues to work with the District Business Manager to prepare for final submittal.
- Trihydro submitted to the Lander Army National Guard (ANG) shapefiles for the borrow areas on the ANG property and District property, a grading plan for the borrow area on ANG land, reclamation plan and seeding plan.

Operational Support Services (Task Order 10-041 / Trihydro Project FREMO-024-0007)

Support service activities during the previous month are as follows:

- Document Review and Development: assist with generation of standard questionnaire and develop KSA ranking list for Operational Manager interviews, PC soil requests, assistance with monthly operational report and peer reviewing documents, review and finalize 2024 annual waste receipt summary.
- Projects: construction meetings for the Lander transfer station and Sand Draw scale, summary of outstanding project items, and finalized development of a landfill BMP for use as a training module.
- Other: FCSWDD Board meeting, assist with scheduling and equipment selection and rentals for tire shredding, participate with Operations Manager interview, discussions with crew chiefs to review waste handling and AUF metrics.

Please let us know if you have any questions or need additional information. You can call me on my cell phone (307-349-951) or send me an email (afrey@trihydro.com).

END OF MEMORANDUM

Memorandum



Date: January 15, 2025

To: Camille Woody, Fremont County Solid Waste Disposal District

From: Matt Evans, PE

Subject: Progress Report – January 2025

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

Lander Transfer Station Project

Alexander Excavation, Inc. (Alexander) has completed all exterior work and final surveys of the finished grades and borrow area are being completed. Power has been connected to the building by Rocky Mountain Power and the remaining work on the project is primarily limited to the interior portion of the lean-to area of the building (i.e. the break room and restroom). The valve installation on the fire water tank also needs to be completed.

Fremont Engineering & Surveying is checking on the progress of the remaining work twice a week. Communication with Alexander Construction regarding completion dates was documented in a letter to Alexander on December 20, 2024. Change orders are being finalized with final survey quantities.

Sand Draw Scalehouse Project

The transition from the old scalehouse to the new scalehouse occurred on September 16th. LCI Trucking & Construction (LCI) completed the last items that needed to be completed prior to advertising project completion on December 30, 2024. The completion of those items was confirmed on January 15, 2025, and the public advertisement of the project completion is commencing.

Scalehouse Procurement Project

Burns & McDonnell notified Alexander of the on-going issues with leaky windows in the scalehouses and the water heaters in a letter sent to them on January 2, 2025. The letter requests a response with next steps and a summary of changes that they believe are needed to address the warranty items by January 31, 2025. Alexander has indicated that they received the letter and are working with the supplier of the scalehouses to provide a response and plan for correcting the issues.

Dubois Scalehouse Project

Burns & McDonnell evaluated options for the on-going issue with the gate at the facility and has been working with LCI to have them get the issues resolved. A warranty letter was sent to LCI on January 2, 2025 with response requested by January 31, 2025 that indicates next steps and actions necessary to resolve the gate issue.

Memorandum *(continued)*



January 15, 2025

Page 2

Capacity Audits

2024 capacity audit surveys were completed in July 2024. Preparation of the annual capacity audit reports is complete. The results of the capacity audits were presented at the October Board meeting.

Technical Engineering Assistance

Burns & McDonnell completed our monthly progress report, invoice and overall project management related to the administration of the annual services project as part of this task.

Capital Improvement Plan Modeling

Beginning in March 2025, Burns & McDonnell plans to begin work on this year's CIP model update. This will coincide with District's budgeting for FY25-26. It is anticipated that the updated CIP model will be presented to the Board at the May 2025 Board meeting.

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 at your earliest convenience.

Fremont County Solid Waste Disposal District
Operational Report
January 2025

Waste Handling/Staff/Board/Inter-Government

Waste Handling.

1. The calculated tonnages and cost per ton are as follows (calculated using monthly expenses and monthly tonnages):

- a. 2013 = \$140 per ton & 31,500 total tons
- b. 2014 = \$176 per ton & 27,600 total tons
- c. 2015 = \$99 per ton & 31,900 total tons
- d. 2016 = \$103 per ton & 29,700 total tons
- e. 2017 = \$102 per ton & 33,500 total tons
- f. 2018 = \$106 per ton & 36,400 total tons
- g. 2019 = \$88 per ton & 41,900 total tons
- h. 2020 = \$89 per ton & 36,200 total tons
- i. 2021 = \$141 per ton & 35,700 total tons
- j. 2022 = \$125 per ton & 34,200 total tons
- k. 2023 = \$231 per ton & 40,800 total tons

**2023 included multiple large capital projects amounting to nearly \$10 million.*

- l. 2024 = \$203 per ton & 44,600 total tons

**2024 includes a continuance of large capital projects.*

Staff.

- 1. December 31, 2024: following implementation July 1, 2015, the Riverton Area staff (i.e. Riverton Transfer Station, the Sand Draw Landfill, and the rural transfer stations) have not had a single lost-time accident/incident in **9 years and 6 months**!!!! The Lander Area staff (i.e. Lander Landfill and the Dubois Landfill) have not had a single lost-time accident/incident in **4 months** after experiencing a minor lost-time accident in August 2024.
- 2. January 2025: a Best Management Practice (BMP) training module has been developed for landfill waste handling. The training module will be reviewed with the Crew Chiefs later in January 2025.
- 3. January 2025: following advertisement of the Operations Manager position, the District has received applications. One candidate has been interviewed with another interview scheduled.
- 4. November 2024: following staffing changes at the Dubois facility, minor operational adjustments have been adopted allowing the site to transition into one full-time employee with minimal support from the Lander crew. This change will be monitored for long-term application.
 - a. January 2025: the adjustment is working well and will continue to be monitored.
- 5. January 2025: the District continues to advertise to fill a full-time equipment operator vacancy at the Lander Landfill.

Board.

1. January 2025: the current committee assignments.
 - a. Recycling Committee: Jen Lamb, Bob Townsend, and Mark Moxley
 - b. Health Benefit and Wage Committee: Rob Dolcater, Mark Moxley, John Larsen, and Rod Haper.
 - c. Planning Committee: Bob Townsend, Jen Lamb, and Rob Dolcater.
 - d. Budget Committee: Jen Lamb, Rob Dolcater, and Mark Moxley.
 - e. WRIR Solid Waste Negotiations Committee: Rod Haper, Mark Moxley, and Kyle Larson.

Inter-Government.

1. County:
 - a. Following cancelation of the commissioner Work Session that had been scheduled for May 21, 2024, the District has not received communication of a new proposed date.
2. Tribal:
 - a. January 2025: the split solid waste agreement appears to be working well. There have not been any concerns reported by the Tribes or complaints from the public.

Regulatory

Regulatory – no updates

Sites/Operations/Equipment:

Sites:

1. January 2025: the District provided a formal warranty request to address issues with recent construction projects. The following summarizes the issues.
 - a. Scalehouse Procurement Project. The windows in all three buildings (Lander, Dubois, and Sand Draw) continue to leak. Additionally, the hot water heaters in all three buildings have failed. These issues have been ongoing.
 - b. Lander Scale Project. The exterior hatch that provides access to the utility connections is not sealed, allowing rodents, snow and rain, and blowing dirt and debris to enter.
 - c. Dubois Scale Project. The electrical gate system has failed. This issue has been ongoing for the second half of this year. Currently, the Dubois staff must manually push the large electric gate open and close.
 - d. Sand Draw Scale Project. The new scale facility water cistern construction has created a health and safety concern. On two occasions when the cistern was overfilled, the excess water entered an electrical conduit and tripped the related breaker switch. The contractor has a plan to correct the issue.

Operations:

1. January 2025: the District implemented the new credit card processing software through Sekure, reducing credit card processing fees from over 10% to nearly 3%.

Equipment.

1. January 2025: the District is conducting a review of rental terms for a tire shredder through Power Screening. The current tire shredding project schedule is set for a two-week period between February 4, 2025, and February 18, 2025.

Miscellaneous/Upcoming Work & Events:

Miscellaneous – *no updates*

Upcoming Work & Events.

1. December 31, 2024: the District Fiscal Year 2023-24 Financial Audit was completed. The audit presentation will be provided to the Board at the January 2025 meeting.