

Sweetwater County Solid Waste Disposal District #1

Meeting Location: 2nd floor conference room
Sweetwater Co Health and Human Services Building
333 Broadway St
Rock Springs WY 82901
(307) 352-6869

May 13 2024

Agenda

Business

Presenter

- | | |
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| 1. Call to order | Chairman |
| 2. Additions or changes to the Agenda | Chairman |
| 3. Approval of the Agenda | Chairman |
| 4. Additions or changes to the Minutes | Chairman |
| 5. Approval of the Minutes | Chairman |
| 6. Formal and/or informal petitions from the floor | Chairman |
| 7. New Business | |
| a. Drew from Summit Accounting to discuss future practices | |
| i. Payroll practice of voucher for each employee | |
| ii. Chart of accounts | |
| b. Ted Ware | |
| i. Answer any financial questions for District banking | |
| c. Budget Amendments | |
| d. Bids for District Banking | |
| 8. Manager's Report | Landfill Manager |
| - Action Items: | |
| - Motion for Stormwater Permit Long Term Renewal | |
| - Motion to Have A-Gas Recover evacuate the refrigerators at the Rock Springs Landfill | |
| - Motion to have a proposed refrigerator charge of \$25 per unit for in district residents | |
| - Motion for a policy change concerning compost for out of district residents and businesses | |
| - Motion to approve Trihydro Title V Proposal for FY24-25 | |
| - Non-Action Items: | |
| - Compactor Quote Discussion | |
| - Mattress Recycling by Springback | |
| - ACH Direct Deposit of Sweetwater County Treasurer Checks | |

- Additional Cost for Def for compactor and future equipment
- WSWRA Membership Information
- Sweetwater Technologies

- **Updates:**
- Cell 4 Budgeting and Updates
- District took a huge step in becoming paperless
- Financial Assurance Compliance
- Website Updates
- Verizon Phone Switch
 - New Security system needed for shop
 - Currently researching
- Dale Retiring
- New Pit Inspector Starting on May 21
- Dozer Repair
- Compactor Update
- Doud BTS
- Boy Scouts Began Litter Collection
- D&L Cleaned Diesel Tank
- American Recycling Issue
- WARM & LGLP Insurance Update
- HK Law Balance
- PMCH Discussion
- Fence Repaired to be in Compliance

9. Financial Statement	Treasurer
10. Approval of Financial Statement and Payment of Vouchers	Chairman
11. Old Business	Chairman
12. Executive Session (If necessary)	Chairman
13. Adjournment	Chairman

**SWEETWATER COUNTY
SOLID WASTE DISPOSAL DISTRICT NO. 1**

P.O. BOX 1493
ROCK SPRINGS, WY 82902
(307) 352-6869
FAX (307) 352-6867

REGULAR BOARD MEETING MINUTES

April 8th, 2024

ELECTION OF OFFICERS: Election of Officers was conducted for the positions of Chairman, Vice-Chairman and Treasurer. There was one sole nomination for Treasurer. The nominations were then closed. The nomination was accepted by acclimation. Mr. Brubaker motioned to nominate Ms. Larissa Apel as Treasurer. Mr. Bryant seconded the nomination. Ms. Larissa Apel was voted as Treasurer by unanimous vote. Nominations were opened for the position of Vice-Chairman. There was one sole nomination. The nominations were then closed. The nomination was accepted by acclimation. Ms. Apel motioned to nominate Mr. Devon Brubaker as Vice-Chairman. Mr. Moss seconded the nomination. Mr. Devon Brubaker was voted as Vice-Chairman by unanimous vote. Nominations were opened for the position of Chairman. There was one sole nomination. The nominations were then closed. The nomination was accepted by acclimation. Mr. Brubaker motioned to nominate Ms. Celeste Black as Chairman. Mr. Bryant seconded the nomination. Ms. Celeste Black was voted as Chairman by unanimous vote.

Ms. Celeste Black Chairman, called the Regular Board Meeting to order at 5:37 p.m. on April 8th, 2024, in the 2nd floor conference room of the Sweetwater County Health & Human Services building at 333 Broadway St., Rock Springs WY, 82901

In Attendance:

Ms. Celeste Black
Ms. Larissa Apel
Mr. Colby Moss
Mr. Devon Brubaker
Mr. Justin Bryant

Absent:

Others Present:

Mr. Dan Chetterbock
Mr. Jerry Stroud
Mr. John Fritz (conferenced)
Mr. Island Richards
Mr. Ted Ware
Mr. Troy Hunsacker

Interim-Landfill Manager
District Employee
H & K Law Associate
County Commissioner
Uintah Bank
Wyoming Class

ADDITIONS OR CHANGES TO THE AGENDA: Mr. Brubaker made a motion to move the Wyoming Class subject from New Business to Business following formal and informal petitions from the floor. Ms. Apel seconded the motion; motion carried.

AGENDA: Mr. Brubaker motioned to approve the agenda as amended; Ms. Apel seconded. Motion carried.

ADDITIONS OR CHANGES TO THE MINUTES: None.

MINUTES: Mr. Brubaker motioned to approve the minutes from the previous meeting of March 11th, 2024, as presented. Ms. Apel seconded; motion carried.

FORMAL AND INFORMAL PETITIONS FROM THE FLOOR: Mr. Ted Ware stated that he was in attendance to make sure there were no questions or concerns for him from the board. Mr. Brubaker stated that the board would be placing the Money Market Account, Checking Account and purchasing CDs from the Solid Waste District out for bid and provided a rough draft of the bid paper to Mr. Ware to review and comment on. Mr. Richards stated that the board would want to pay attention to the Jackalope Wind Project coming to Sweetwater County.

WYOMING CLASS: Troy Hunsacker from Wyoming Class provided the Solid Waste District Board member and attendees with information pertaining to Wyoming Class.

MANAGERS REPORT:

Action Items: 1) Ms. Apel made a motion to establish and reflect in the minutes the required restricted budget reserve of \$2,000,000.00 for the Fiscal Year of 2025. Mr. Bryant seconded the motion; motion carried. 2) Ms. Apel made a motion to establish and reflect in the minutes the depreciation closure budget reserve of \$2,000,000.00 for the Fiscal Year of 2025. Mr. Brubaker seconded the motion; motion carried. 3) Mr. Brubaker made a motion and reflection in the minutes to remove Deadra Muniz aka Debbie Kimsey from all accounts at Uinta Bank and add Mr. Chetterbock as a signer in her place. Ms. Apel seconded the motion; motion carried. 4) Mr. Brubaker made a motion and reflection in the minutes to remove Deadra Muniz aka Debbie Kimsey from all financial and relevant accounts for the Sweetwater County Solid Waste District No. 1. Ms. Apel seconded the motion; motion carried. 5) Mr. Brubaker made a motion and reflection in the minutes to add Colby Moss, Devon Brubaker and Justin Bryant to all financial and relevant accounts for the Sweetwater County Solid Waste District No. 1. Ms. Apel seconded the motion; motion carried.

Non-Action Items: 1) Mr. Chetterbock suggested switching phones to Verizon. Mr. Chetterbock stated that it could save the landfill money and the landfill would need to also look at getting a card reader since the current method used the landline to accept credit cards. 2) Mr. Chetterbock stated that he had been in touch with Wyoming Machinery about a new compactor but due to a nationwide hack and his point of contact leaving the company, he had not been able to receive information until just recently. Mr. Chetterbock stated that he had a new contact and is hoping to salvage the meeting with Wyoming Machinery to come review the needs of the landfill. 4) Mr.

Chetterbock stated that in the meantime he had met with KOMATSU about a new compactor and had received information on the cost and services provided from KOMATSU. Mr. Brubaker stated that the district would have to put the equipment out for bid by State Statute unless the district was a part of Sourcewell. Mr. Chetterbock stated that he did sign the Solid Waste District up for Sourcewell and that is where he received the bid from KOMATSU. Mr. Chetterbock stated that KOMATSU could have the compactor by May, whereas Wyoming Machinery stated it would be six months up to one year lead time for their compactor to arrive. 5) Mr. Chetterbock stated that the refrigerator issue at the landfill was becoming a problem because they were running out of room. Mr. Chetterbock stated he could get in contact with Elwood Staffing and have them provide someone licensed to clean the freon out so they could start diminishing the refrigerator pile. Mr. Brubaker stated he looked up someone who could come out and remove the freon professionally. The board agreed that reviewing that option would be the best option for the landfill and residents.

UPDATES: 1) Mr. Chetterbock stated that Ms. Debbie Muniz officially retired on the first of April. Mr. Chetterbock stated that the transition was smooth, and Ms. Muniz had helped him with all the transfers and account information to get him access. 2) Mr. Chetterbock stated that most of the branch pile had been chipped. 3) Mr. Chetterbock stated that he had met with road and bridge and re-established a relationship with them and that they stated that the landfill could use their equipment if needed. Mr. Chetterbock stated that this would be beneficial for fixing the roads at the landfill and the issue of the blocked culvert. 4) Mr. Chetterbock stated that he had met with Marty from Sweetwater County Purchasing and that she provided some information about Sourcewell which is what led him to sign up for it. 5) Mr. Chetterbock stated that the water from the roadside pond had successfully been diverted and that they could begin cleaning the culvert out. 6) Mr. Chetterbock stated that he had made reservations for hotels for the WSWRA Conference. Mr. Chetterbock stated that he and the two employees that had not yet gone would be attending the conference. 7) Mr. Chetterbock stated that Mike had begun his equipment training for the scraper. 8) Mr. Chetterbock stated that the district's new website had received over 100 individual clicks from the Google search to the website. 9) Mr. Chetterbock stated that the last load policy is in effect and aside from a few complaints has been running smoothly. 10) Mr. Chetterbock stated that the new Scale House Attendant was fully trained and on her own doing well.

FINANCIAL STATEMENT/PAYMENT OF VOUCHERS: The Treasurer's Report and Financial Statement was given by Ms. Apel. After some discussion, Mr. Brubaker made a motion to accept the approval of the Financial Statement and Payment of Vouchers. Mr. Bryant seconded the motion; motion carried.

NEW BUSINESS: 1) Mr. Brubaker stated that Wyoming Statute did not require the board to put the districts Money Market account out for bid. Mr. Brubaker stated that this did not mean the board had to put their money with all the banks and entities that bid, it just meant that the district is able to. Mr. Brubaker stated that this was aside from Wyoming Class. Mr. Brubaker stated that if everyone agreed with the draft provided with changes, that he would send it out for bids. Mr. Brubaker stated the goal was to decide who the district wanted for depositories. Mr. Brubaker suggested having a financial advisor to operate the investments for the district.

OLD BUSINESS: 1) Mr. Brubaker stated that there was a reasonable reduction from the impact money from the Project West MOU to \$121,300.00 of installments over 24 months for construction of cell 4. Mr. Brubaker stated that Nick Seals from the Wastewater Treatment plant would like to come to a future meeting and discuss their waste with the board to see what opportunities could exist in the future between the landfill and the Wastewater Treatment plant.

With no further business to discuss, Ms. Apel made a motion to enter Executive Session to discuss personnel and legal matters. Mr. Bryant seconded the motion and the Board entered executive session at 7:14 p.m.

The regular meeting was reconvened at 7:52 p.m. No decisions were made during Executive Session.

With no further business to discuss, Mr. Brubaker motioned to adjourn the meeting, Mr. Bryant seconded the motion. The meeting unanimously adjourned at 7:53 p.m.

Ms. Celeste Black, Chairman

Ms. Larissa Apel, Sect./Treasurer