

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

July, 8 2024

Agenda

Business

Presenter

- | | |
|--|------------------|
| 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. Manager's Report | Landfill Manager |
- **Action Items:**
 - Motion to Approve the Purchase of 2 New Scraper Tires
 - Motion to Approve the Purchase of New Tires for the General Managers Pickup
 - **Non-Action Items:**
 - Sourcewell Vs Bid for New Compactor and Front End Loader
 - Clarification on Mattress Recycling Fees for Business and Out of District Residents
 - Clarification on Purchasing Practices for District Needs in the New Budget
 - **Updates:**
 - Stormwater permit successfully renewed until May of 2028
 - FY 24 Audit is underway by PMCH
 - New Pit Inspector Hired
 - Most fridges evacuated and the remaining 400 will be done at months end
 - Facebook Page Created

- Emailed Local Financial Advisors for the District
- Cell 4 Prep Continues
- Quarterly Waste Handler meeting planned for July - 23 @ 12pm
- Alternative Cover Demo Scheduled for July 17
- WSRA tickets purchased
- Continue to get positive feedback about the website
- New 5 Star Review on Google Business Profile
- Website Stat Updates

8. New Business

- Robin Faulkner-Harrison from Wood Wealth Group
 - Investment Advisor Questions for The Solid Waste District
- Audit Update by Drew from Summit Accounting
- Motion to approve Capitalization Policy
- Motion to approve FY 25 Budget
- Motion to approve MOU for Ray Lavato Recycling Center
- Motion to approve Payment of Invoice for Ray Lavato Recycling Center

9. Old Business

- | | |
|---|-----------------|
| 10. Financial Statement | Treasurer |
| 11. Approval of Financial Statement and Payment of Vouchers | Chairman |
| 12. Executive Session (If necessary) | |
| ● Policy Discussion | General Manager |
| 13. Adjournment | Chairman |

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PO BOX 1493 Rock Springs WY 82901

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June 10, 2024 Board Meeting Minutes

The Chairman called the meeting to order at 5:30pm on June 10, 2024, in the 2nd floor conference room Sweetwater Co Health and Human Services Building, 333 Broadway St, Rock Springs, Wyoming.

In Attendance:

Ms. Celeste Black
Ms. Larissa Apel (conferenced)
Mr. Colby Moss
Mr. Devon Brubaker

Absent:

Mr. Justin Bryant

Others Present:

Mr. Dan Chetterbock
Mr. Jerry Stroud
Mr. John Fritz (conferenced)
Mr. Island Richards
Mr. Andrew ("Drew") Varley
Mr. Michael Kelley

Interim-Landfill Manager
District Employee
Hathaway & Kunz, LLP
County Commissioner
Summit Accounting Services, PC
District Employee

Additions or changes to the Agenda: None.

Agenda: Mr. Brubaker motioned to approve the agenda as amended; Mr. Moss seconded. Motion carried.

Additions or changes to the Minutes: None.

Minutes: Mr. Brubaker motioned to approve the agenda as amended; Mr. Moss seconded. Motion carried.

Formal and/or Informal Petitions from the Floor: None.

Manager's Report:

- **Action Items:** 1) Mr. Brubaker moved to amend the FY 23-24 Budget and reallocate \$1,500,000.00 from the Equipment Replacement Reserve Fund to purchase a new compactor; seconded by Mr. Moss. Motion carried; 2) Mr. Brubaker moved to postpone agenda item for approval of bid for specific new compactor; seconded by Ms. Apel. Motion carried; 3) Mr. Brubaker moved to change District's security company from High Security Lock and Alarm to Simplisafe; Mr. Moss seconded. Motion carried.
- **Non-Action Items:** 1) Mr. Chetterbock discussed method of paying costs of refrigerator evacuation. Board directed Mr. Chetterbock to determine actual cost for evacuation. 2) Mr. Brubaker discussed that proposed budget overestimated mattresses received in determining

cost to allocate for recycling mattresses, and would need to change it in proposed budget. 3) Mr. Chetterbock requested guidance on 3% raise for non-salary district employees. Board discussed various concerns and benefits to raise, and directed the budget to reflect a 3% raise for such employees with a caveat that the Board will re-evaluate market rates for such positions in the following year. 4) Mr. Chetterbock discussed receiving two bids back on new front end loader, and Mr. Brubaker noted that the bids overestimated the expense. Board directed Mr. Chetterbock to rebid the front end loader and compactor and allow bidders to bid on both or just one. 5) Mr. Chetterbock updated the board on litter control budgeting and costs of TriHydro and other options. Board directed Mr. Chetterbock to investigate all options. 6) Mr. Chetterbock updated the board on his investigation of new HR software from Bamboo. 7) Mr. Chetterbock updated the board on status of obtaining site analysis to move towards completing a master plan. 8) Mr. Brubaker noted that Non-Action Items discussed require the draft budget be amended. Board directed Mr. Brubaker to work with Mr. Chetterbock in revising and finalizing the draft budget.

- **Updates:** 1) Mr. Chetterbock discussed the Omnia Partners cooperative purchasing, which would allow purchasing from Home Depot amongst other vendors. 2) Mr. Chetterbock discussed the litter fence, stating the existing 300' fence is working very well. 3) Mr. Chetterbock stated WYDEQ inspected the District and stated they are making progress on litter control but have other areas of improvement. There is no official report shared yet. 4) Mr. Chetterbock stated refrigerator evacuation has begun, completing over 2000 units in four days. 5) Mr. Chetterbock discussed website traffic updates. 6) Mr. Chetterbock updated on outstanding advance fee remaining with Hathaway & Kunz, LLP. 7) Mr. Chetterbock updated on having retained PMCH for next 3 years to perform auditing services.

Financial Statement/ Payment of Vouchers: Mr. Brubaker moved to accept financials as presented by Summit Accounting Services, P.C.; seconded by Mr. Moss. Motion carried.

New Business:

- Smoking Policy. Mr. Brubaker moved to approve new smoking policy; seconded by Mr. Moss. Motion carried.

Old Business: None.

Executive Session: Mr. Brubaker moved to move into executive session; seconded by Mr. Moss. Motion carried. Mr. Brubaker moved to exit executive session; seconded by Mr. Moss. Motion carried.

- After exiting executive session, new business of Smoking Policy addressed (noted, above).

Adjournment:



Chairman



Secretary/Treasurer