

**Authority Meeting Minutes
324th Meeting
November 9, 2016**

Members Present: James M. Irvin
Edward C. Adams
Christopher J. Phipps
Daniel E. Locke
Michael Marschner
Joseph J. Siemek
Rudolph S. Chow
John O'Neill

Other Participants: Christopher W. Skaggs
Andrew Kays
M. Catherine Coble

Chairman Jim Irvin opened the meeting at 6:05 p.m.

Action Item No. 2016-5-1: eCycling Contract(s) – Jim Irvin asked for a motion to approve this item. Dan Locke made the motion and was seconded by Rudy Chow. Chris Skaggs explained that the Authority issued an RFP for eCycling services to be made available to all Member Jurisdictions under a Master Service Agreement. Five proposals were received and reviewed by a committee that included representatives from all Member Jurisdictions. It was the consensus of the evaluation committee to recommend that the Authority enter into Master Service Agreements with Vintage Tech, LLC; CyclePoint from SourceAmerica; and ECOvanta, LLC in the forms provided for Board review at the meeting. Chris Skaggs responded to questions concerning the current eCycling market and Jim Irvin asked if there were any additional questions or comments. There being no comments or questions a vote was taken and the item was approved unanimously.

Action Item No. 2016-5-2: Fiscal Year 2016 Independent Audit Report – Jim Irvin asked for a motion to approve this item. Mike Marschner made the motion and was seconded by Joe Siemek. Cathy Coble reported that the Authority's books were audited by the accounting firm of CliftonLarsonAllen. She noted that the financial statements included in the board package received an unqualified (clean) audit report. Jim Irvin asked if there were any questions or comments. There being no comments or questions a vote was taken and the item was approved unanimously.



Action Item No. 2016-5-3: Amendment No. 1 to the Fiscal Year 2017 Budget – Jim Irvin asked for a motion to approve this item. A motion was made by Chris Phipps and seconded by Rudy Chow. Chris Skaggs reviewed the budget amendment explaining that the increases to the various accounts were necessary in order to respond to service requests from Member Jurisdictions. Chris explained that the amendment included two account reclassifications. He further noted that all project costs would be reimbursed by the jurisdictions requesting the work. Jim Irvin asked if there were any questions or comments. There being no comments or questions a vote was taken and the item was approved unanimously.

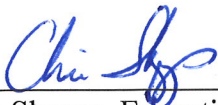
Action Item No. 2016-5-4: EA Engineering Contract Amendment – Jim Irvin asked for a motion to approve this item. A motion was made by Dan Locke and seconded by John O'Neill. Andrew Kays explained that the increase of \$195,000 to EA Engineering's contract was necessary and related to the budget amendment requested for remediation work at the Gude Landfill. Jim Irvin asked if there were any questions or comments. There being no comments or questions a vote was taken and the item was approved unanimously.

DISCUSSION ITEMS

D.1 Projects Update: Andrew Kays provided an update on current projects, including the upcoming annual Anne Arundel and Howard Counties export project landfill tour, the Baltimore County HD MRF, Carroll County RFP, Frederick County solar and the status of the work under the MOU with the Department of the Environment to conduct state-wide waste sorts. Cathy Coble reported on the status of board appointments.

Jim Irvin asked if there were any additional topics to be discussed. There being no additional comments or discussion items, the meeting adjourned at 6:30 p.m.

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Chris Skaggs, Executive Director