

**Authority Meeting Minutes  
381<sup>st</sup> Meeting  
April 1, 2025 at 12:00 p.m.**

**Members Present:** Joseph J. Siemek  
Rhody Holthaus  
Guillermo (“Willie”) Wainer  
Cliff Engle  
Mark DeLuca  
Anthony Russell

**Other Participants:** Maria Monteiro-E-Pereira (Frederick County)  
Lee Zimmerman (Frederick County)  
Andrew Kays (NMWDA)  
Kim Gordon (NMWDA)  
John Schott (NMWDA)

**Public access via livestream at the following link:**

<https://youtube.com/live/hXzWLhzyk8U?feature=share>. *This stream was turned on at 12:02 p.m. local time.*

Board Chairman, Joseph Siemek opened the meeting at 12:04 p.m. local time after confirming the presence of a quorum. Mr. Siemek noted that the instructions for the public to view the meeting were provided in advance and that there were no plans for any portion of the meeting to be held in closed session. Mr. Siemek requested that Members identify themselves when speaking.

Mr. Kays identified non-voting individuals present at the meeting as Maria Monteiro E. Pereira and Lee Zimmerman (Frederick County), and Kim Gordon and John Schott (Authority Staff).

Mr. Siemek noted consideration of the minutes of the previous Board Meeting on February 4, 2025, and that such minutes were approved and posted on the Authority website.

**MEMBERS:**

## **ACTION ITEM NO. 2025-2-1 – Approval of Authority Leave Donation Policy**

A motion was made by Willie Wainer and seconded by Mark DeLuca to approve this item.

Kim Gordon explained that the Authority desires to implement a Leave Donation Policy whereby employees may voluntarily donate available leave hours (vacation, sick, and compensatory time) to another Authority employee who has exhausted all annual, personal, sick and compensatory leave because of a prolonged medical condition or a catastrophic illness or injury of a member of the employee's immediate family for whom the employee is needed to provide direct care. In summary, the Authority's Leave Policy (including the forms utilized) follows the State of Maryland Leave Donation Policy which provides for Employee-to-Employee Leave Donation Programs. Donors of leave under the Authority policy must maintain a sick leave balance of at least 225 hours after the donation is deducted and shall have any unused donated leave restored to their balance. Recipients of donated leave must receive less than 1,950 hours total of leave from donation, and must be in good standing as an employee.

Ms. Gordon further explained that upon approval, the Leave Donation Policy will become a part of the Authority's Personnel Policy.

Staff requests approval of the Authority Leave Donation Policy as summarized above, and substantially in the form of the draft provided to the Board and made publicly available on the Authority's website.

Joseph Siemek asked if there were any questions or matters for discussion.

There being none, a vote was taken, and the item was unanimously approved.

## **ACTION ITEM NO. 2025-2-2 – Budget Amendments**

A motion was made by Cliff Engle and seconded by Willie Wainer to approve this item.

Andrew Kays explained that four budget amendments are needed for the Authority's budget, and the funds will come from the respective jurisdictions where the work is being performed. The budget amendments are as set forth below:

1. Frederick County Landfill Account - A budget increase in the amount of \$139,160 is needed for efforts in connection with continued methane rule compliance support at the Reich's Ford Sanitary Landfill.
2. Frederick County Solar Project Account - A budget increase in the amount of \$15,000 is needed for the ongoing maintenance of the array.

3. Montgomery County Transfer Station and RRF Account – A budget increase in the amount \$6,900,000 is needed for Project work and equipment at the Transfer Station and Resource Recovery Facility in connection with the anticipated extension of the Service Agreement for the disposal of solid waste.
4. Baltimore City Quarantine Road Landfill (QRL) Account - A budget increase in the amount \$1,100,000 is needed for emergency repair work at the QRL.

Staff requests budget amendments as set forth above.

Joseph Siemek asked if there were any questions or matters for discussion.

There being none, a vote was taken, and the item was unanimously approved.

### **ACTION ITEM NO. 2025-2-3 – Award of Contract for Solid Waste Disposal Services for Frederick County**

A motion was made by Rhody Holthaus and seconded by Cliff Engle to approve this item.

John Schott explained that the Authority, on behalf of Frederick County, issued a Request for Proposals (“RFP”) on October 3, 2024. The purpose of the RFP was to seek proposals from experienced vendors who can provide waste disposal services of non-recycled waste received at the Frederick County Transfer Station. The RFP was posted on the Authority’s website, advertised on eMaryland Marketplace, and sent to experienced vendors. Addendum No. 1 to the RFP was issued on October 29, 2024 to answer proposer questions that were submitted by the submittal date of October 21, 2024. Addendum No. 2 was issued on October 30, 2024 to extend the proposal due date to November 13, 2024. The initial term of contract will begin on July 1, 2025, and will end on June 30, 2030. The contract provides for five (5) optional 12-month renewal terms, at the Authority’s sole discretion. The contract will have no annual tonnage guarantee of non-recycled acceptable waste. Proposals were received from Blue Ridge Landfill Company (Waste Connections of Pennsylvania), Noble Environmental, Inc., and Waste Management of Pennsylvania, Inc. The Authority issued a request for clarification and a request for best and final offers on January 31, 2025.

Mr. Schott further explained that the evaluation team, consisting of Authority and County staff, evaluated the proposals. All proposers met the technical requirements of the RFP. The evaluation team determined that Blue Ridge Landfill Company has the capacity to accept all acceptable waste for the term of agreement and provided the best value to the Authority and the County due to the distance from the Frederick County Transfer Station. The RFP allowed for more than one primary disposal site.

A summary of the proposed pricing is provided below.

	Disposal Fee	
	Primary Facility #1	Primary Facility #2
Blue Ridge Landfill	\$36.47	
Noble Environmental	\$28.75 <sup>3</sup>	
Waste Management	\$43.30 <sup>1</sup>	\$37.50 <sup>2</sup>

<sup>1</sup>Mountain View Reclamation - 500 ton per day limit

<sup>2</sup>Cumberland County Landfill - 600 ton per day limit

<sup>3</sup>Southern Alleghenies Landfill

The Authority is requesting that the Executive Director be authorized to execute a Service Agreement with Blue Ridge Landfill Company (and a mirror disposal agreement with Frederick County) in substantially the form of the draft agreement provided to the Board and made publicly available on the Authority’s website, subject to approval from Frederick County. The Blue Ridge Landfill Company is the Authority’s current contractor for Frederick County Solid Waste Transportation and Disposal Services.

Joseph Siemek asked if there were any questions or matters for discussion.

There being none, a vote was taken, and the item was unanimously approved.

### **ACTION ITEM NO. 2025-2-4 - Award of Contract for Solid Waste Transportation Services for Frederick County**

A motion was made by Willie Wainer and seconded by Anthony Russell to approve this item.

John Schott explained that on behalf of Frederick County, Maryland (the “County”), the Authority issued a Request for Proposals (“RFP”) on December 5, 2024 for the transportation of Frederick County municipal solid waste from the Frederick County Transfer Station (“Transfer Station” or “TS”) to a Disposal Facility identified by the Authority as the facility for final disposal of acceptable waste. The initial term of contract is for five years commencing on July 1, 2025, with an option to extend the contract for five, additional twelve-month periods at the Authority’s sole option. Per the RFP, companies were required to propose dollar per ton per mile transportation fees for multiple mileages up to one-hundred and forty miles from the Transfer Station.

The RFP was advertised on the Authority’s website, eMaryland Marketplace, and sent to companies that have provided similar services in the region. A non-mandatory pre-proposal

meeting was held in the administrative offices at the Frederick County Reichs Ford Road Landfill on December 19, 2024. The County provided a tour of the Transfer Station operations after the meeting.

An addendum was issued on January 13, 2025 to respond to company requests for clarifications, including questions from the Pre-Proposal meeting.

Mr. Schott further explained that the following three companies submitted bids in response to the RFP by the January 21, 2025 Proposal Due Date:

- Alitas Trucking LLC
- Bousum LLC
- Noble Long Haul LLC

Mr. Schott noted that the pricing summary table is publicly available on the Authority's website under Action Item 2025-2-4. He explained that the RFP stated that the Authority will select the proposal or proposals that are deemed to be most advantageous to the Authority/Frederick County. The Authority evaluated the proposals against the minimum qualifications. The minimum qualifications included (1) having a minimum of five years' experience providing similar waste transfer services; (2) evidence of project staff with at least five years' management experience handling an average of 1,000 tons of solid waste per day; (3) having a sufficient number of personnel, vehicles, trailers/equipment to perform the transportation service (including jockeying of trailers at the Transfer Station) and manage the anticipated volume of Frederick County municipal solid waste transfer; and (4) providing evidence that the company has the operating authority and is authorized to operate as an interstate, for-hire carrier under the US Department of Transportation Safety and Fitness Electronic Records System (SAFER) at the time of application.

Based on Alitas' proposal and information from SAFER, Alitas is not reasonably susceptible of award due to limited resources for managing the volume of Frederick County municipal solid waste expected to be transferred, in addition to providing the jockey services required at the Frederick County Transfer Station.

Bousum and Noble Long Haul have met the minimum requirements of the RFP, and each have sufficient resources to service Frederick County. Bousum and Noble Long Haul provided all technical and financial documentation as required of the RFP.

John Schott further explained that Bousum provided the lowest responsive proposal for most of the mileages. Bousum's dollar per ton per mile pricing is as follows:

Disposal Facility	Bousum LLC (\$/ton/mile)
Less than or equal to 55 miles from TS	\$0.413
Less than or equal to 65 miles from TS	\$0.408
Less than or equal to 80 miles from TS	\$0.437
Less than or equal to 100 miles from TS	\$0.352
Less than or equal to 120 miles from TS	\$0.350
Less than or equal to 140 miles from TS	\$0.339

Bousum was deemed by representatives from the County and the Authority (“the evaluation team”) to be most advantageous to Frederick County. Bousum is the current transportation contractor for Frederick County’s single stream and waste transfer operations.

The Board is being asked to approve the selection of Bousum and to authorize the Executive Director to execute the contract with Bousum in substantially the form of the draft agreement (as well as a mirror agreement with the County) provided to the Board and as made publicly available on the Authority’s website. Execution of such contract will be subject to approval from Frederick County.

Joseph Siemek asked if there were any questions or matters for discussion.

There being none, a vote was taken, and the item was unanimously approved.

### **ACTION ITEM NO. 2025-2-5 – On-Call Contract Amendments**

A motion was made by Rhody Holthaus and seconded by Willie Wainer to approve this item.

Andrew Kays explained that amendments to the on-call contracts are needed as follows:

1. SCS Engineers (SCS) – A total increase in the amount of \$1,095,000 is needed for the SCS contract, of which \$715,000 is needed for efforts in connection with emergency repairs at the Quarantine Road Landfill for Baltimore City (under Action Item No. 2025-2-2) and \$380,000 is needed for landfill gas projects at Eastern Sanitary Landfill for Baltimore County.

2. ARM – An increase in the amount of \$250,000 is needed for the ARM contract for efforts in connection with emergency repairs at the Quarantine Road Landfill for Baltimore City under Action Item No. 2025-2-2.

Staff requests increases to the on-call contracts as set forth above.

Joseph Siemek asked if there were any questions or matters for discussion.

There being none, a vote was taken, and the item was unanimously approved.

Joseph Siemek asked if there were any additional matters for discussion.

Rhody Holthaus explained that it has been a pleasure working with the Board for the past eight or nine years, but that today's board meeting would be his last. Mr. Holthaus noted that Karen Henry, the Director of Public Works, will be joining the Board as the Board Member representing Anne Arundel County. Mr. Siemek, on behalf of the Board, thanked Mr. Holthaus for his service, expressing that it has been a pleasure working with him.

Cliff Engle echoed Mr. Holthaus' sentiments and explained that Bryan Bokey will be stepping in as the new Board Member representing Carroll County. Mr. Engle thanked the Board for its support and encouragement and stated that it has been a pleasure working the Board. Joseph Siemek, on behalf of the Board, thanked Mr. Engle for his service, and expressed that it has been a pleasure working with him.

Andrew Kays took the opportunity to explain that staff has been made aware that the Governor's Appointments Office has started the process for finalizing appointments to the Board for this new term. Board members should be receiving these letters soon, and some have already been received. Mr. Kays noted that the Authority learned yesterday that there will be changes to the composition of the Board, including a new member from Anne Arundel County. Rhody Holthaus has been performing an excellent job as the Board Treasurer but was not named to a new term. We are requesting that the Board consider a motion to vote for the election of a new treasurer so that we can continue to provide timely support to the members and the work that you ask us to undertake. In the past, officers have been selected on a seniority basis. Willie Wainer of Montgomery County has the most tenure of the Board at this time, other than Joe Siemek. Mr. Kays requested consideration of an additional Action Item to elect a new Treasurer and also thanked Rhody and Cliff for their service. Mr. Kays noted that for the minutes, should the item be taken up, it will become Action Item 2025-2-6.

Joseph Siemek thanked Andrew Kays for the presentation and requested a motion for newly added **Action Item No. 2025-2-6 – Election of Authority Treasurer.**

A motion was made by Rhody Holthaus and seconded by Cliff Engle to approve this item, electing Willie Wainer as the new Treasurer. Mr. Siemek inquired as to any further discussion about this matter. There being none, a vote was taken, and the item was unanimously approved.

Joseph Siemek asked if there were any additional matters for discussion. Mr. Siemek again thanked Mr. Holthaus and Mr. Engle for their service and welcomed Ms. Monteiro-E-Pereira, who will be joining the Board on behalf of Frederick County. There being no additional comments or discussion items, the meeting adjourned at 12:26 p.m.

TRUE TEST COPY

A handwritten signature in black ink, appearing to read "Andrew Kays", written over a horizontal line.

Andrew Kays, Executive Director