

**Authority Meeting Minutes
329th Meeting
October 10, 2017**

Members Present: James M. Irvin
Rhody Holthaus
Jeffrey D. Castonguay
Joseph J. Siemek
Steven A. Walsh (via Phone)
Lisa Feldt
Roy C. McGrath
Michael G. Marschner (via Phone)

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

Chairman Jim Irvin opened the meeting at 12:10 p.m.

ACTION AGENDA ITEM NO. 2017-4-1 – Open Meetings Act – Designation of Board Member: A motion was made by Joe Siemek and seconded by Rhody Holthaus to designate Jim Irvin. Chris Skaggs explained that the Open Meetings Act now requires that at least one Board Member from each public entity take the Open Meetings Act training. Authority Board Chairman James Irvin took the online training on August 8, 2017 and submitted his Certificate of Completion to the Authority for its files. Jim Irvin noted that it would be good if at least one other Board Member were certified. Rhody Holthaus offered to take the training and Jeff Castonguay said that he took the training on April 19, 2016 and submitted his Certificate of Completion for the Authority's files. Rhody Holthaus will take the training and submit his Certificate to the Authority upon completion. Jim Irvin asked if there were any questions. There being no comments or questions a vote was taken and the item was approved unanimously.

ACTION AGENDA ITEM NO. 2017-4-2 – Amendment to Personnel Policies Regarding Contractual Employees: A motion was made by Jeff Castonguay and seconded by Lisa Feldt to approve this item. Chris Skaggs explained that a revised definition of "Contractual Employee" is necessary to delineate which Authority benefits will be offered to its contractual employees and to establish a policy that contract employees hired on behalf of Member Jurisdictions will not receive any Authority benefits. This policy is necessary to comply with Pension System regulations regarding which Authority employees must be enrolled. 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 AGENDA ITEM NO. 2017-4-3 – Amendment No. 1 to Fiscal Year 2018 Budget:

A motion was made by Mike Marschner and seconded by Jeff Castonguay to approve this item. Andrew Kays provided background information for this new budget account. He explained that Frederick County has been awarded up to \$2 million in grant funding from the Maryland Department of the Environment for the development of a solar array at the County's Ballenger-McKinney wastewater treatment plant. A new budget account with an initial upset limit for Phase 1 in the amount of \$200,000 is requested. Noting that construction must be underway by June 30, 2018, this action item also requests the approval to increase the selected on-call engineer's contract with the Authority by the same amount. Mike Marschner explained that the grant was for energy/water infrastructure and will provide additional battery backup at the wastewater treatment plant. 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 AGENDA ITEM NO. 2017-4-4 – Selection of Vendor for Full Demolition and Site Restoration of the Harford Waste-to-Energy Facility Foundations and Buried Infrastructure:

A motion was made by Joe Siemek and seconded by Jeff Castonguay to approve this item. Andrew Kays explained that an RFP was issued for Phase 2 of the site restoration work at the Harford Facility. Based on proposal reviews, clarifications received, and best and final offers, the evaluation team determined that Neuber Demolition & Environmental Services' proposal would best serve the County. Andrew said that the staff is recommending award to Neuber subject to final approval by Harford County. Jim Irvin asked if there were any questions. Questions were asked regarding the cost of certain items within the proposals. Andrew Kays responded that the review looked at several scenarios and in each case, Neuber's was the lower priced proposal. There being no further comments or questions a vote was taken and the item was approved unanimously.

ACTION AGENDA ITEM NO. 2017-4-5 – Change Order No. 2 to the Operation and Maintenance Agreement between CB&I Environmental Infrastructure, Inc. and the Northeast Maryland Waste Disposal Authority:

A motion was made by Lisa Feldt and seconded by Jeff Castonguay to approve this item. Chris Skaggs explained that work not anticipated in the current Operation and Maintenance Agreement between CB&I and the Authority for the Oaks and Gude Landfill Gas-to-Energy Facilities needed to be done. The total for this Change Order will not exceed \$175, 793.92. The action item details the four components of the change order and a detailed breakdown was available for Board review during the meeting. Jim Irvin asked if there were any questions. There being no comments or questions a vote was taken and the item was approved unanimously.

Discussion Item 2017-3-D.1 – Recycling Markets Update: John Schott, project manager and energy analyst for the Authority presented his findings concerning the recent waste ban policy in China and its negative effect on recycling revenues.

Discussion Item 2017-3-D.2 – Projects Update: Chris Skaggs and Andrew Kays provided an update on various Authority projects.

Jim Irvin asked if there were any additional topics to be discussed. There being no additional comments or discussion items, the meeting adjourned at 1:05 p.m.

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Chris Skaggs, Executive Director