

Authority Meeting Minutes
343rd Meeting
June 4, 2019

Members Present: James M. Irvin
Rhody Holthaus
Guillermo Wainer
Joseph J. Siemek (via phone)
Michael G. Marschner (via phone)
Roy C. McGrath

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

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

ACTION ITEM NO. 2019-5-1 – Selection of Vendor Frederick County Materials Processing: A motion was made by Mike Marschner and seconded by Rhody Holthaus to approve this item. Chris Skaggs explained that after two failed procurements, the Board is being asked to sole source the processing and recycling of Frederick County’s recovered material to Waste Management Recycle America (WMRA). The County will deliver the materials for a processing cost of \$87.50 per ton. If the County agrees to back haul 12% of applicable residue, WMRA will reduce this fee by \$10 per ton. Jim Irvin asked if there were any comments or questions. Willie Wainer asked about the \$30 per ton for glass noted. John Schott responded that it is in the index value mix. Chris noted that the execution of a contract with WMRA is contingent upon final approval from Frederick County. Mike Marschner thanked Authority staff for saving the County \$1.4 million over the recently ended procurement. The savings is attributed to this proposed contract with WMRA combined with the savings to be obtained from the next action item. Jim Irvin asked if there were any additional comments or questions and there being none a vote was taken and the item was approved unanimously.

ACTION ITEM NO. 2019-5-2 – Selection of a Vendor to Provide Transportation of Recovered Materials from the Frederick County Transfer Station and Execution of an Agreement with Frederick County: A motion was made by Mike Marschner and seconded by Rhody Holthaus to approve this item. Chris Skaggs explained that on behalf of Frederick County the Authority issued an Invitation for Bids for transportation of recovered materials. The evaluation memorandum included in the package showed that Bousum Transfer, LLC submitted

the best pricing. The Board is being asked to approve a two-year contract with three, one-year extensions with Bousum and an agreement with Frederick County in substantially the form of the draft documents presented at the meeting. Execution of these documents is contingent upon final approval from Frederick County. After a brief discussion concerning capacity at the WMRA KitKat Road Facility and the distance from Frederick County to the Facility, Jim Irvin asked if there were any additional comments or questions and there being none a vote was taken and the item was approved unanimously.

ACTION ITEM NO. 2019-5-3 – Budget Amendment: Increase to the Montgomery County Gude Landfill Account for a Beneficial Land Use Design: A motion was made by Willie Wainer and seconded by Rhody Holthaus to approve this item. Andrew Kays explained that an increase of \$10,350 is needed to allow for landscape architect work related to the Gude Landfill remediation work. Jim Irvin asked if there were any comments or questions and there being none a vote was taken and the item was approved unanimously.

ACTION ITEM NO. 2019-5-4 – Contract Amendments: Increase to EA Engineering’s Contract for the Montgomery County Gude Landfill Beneficial Land Use Design; and an increase to ARM Group’s Contract for compliance work. A motion was made by Willie Wainer and seconded by Rhody Holthaus to approve this item. Andrew Kays explained that an increase to EA Engineering’s on-call contract of \$10,350 is needed in support of Action Item 2019-5-3 for a beneficial land use design for Montgomery County’s Gude Landfill. The increase of \$125,000 to the ARM contract is needed for compliance work at the City’s Quarantine Road Landfill. Jim Irvin asked if there were any comments or questions and there being none a vote was taken and the item was approved unanimously.

ACTION ITEM NO. 2019-5-5 – Fiscal Year 2020 Budget: A motion was made by Willie Wainer and seconded by Rhody Holthaus to approve this item. Chris Skaggs reviewed the contents of the Fiscal Year 2020 budget package with the Board. Chris explained that the work plan was shared with staff from Member Jurisdictions and their input with respect to known projects for the upcoming fiscal year has been incorporated. He also noted the possibility of some regional efforts and the plan will change as Members direct the Authority.

Closed Session: Jim Irvin asked if there were any comments or questions for Chris related to the budget. There being no questions, Jim announced that the Board would next meet in a closed session. Jim Irvin and Rhody Holthaus have both received open meetings training. Jim called for a motion to close the meeting at 12:30 p.m. A motion was made by Rhody Holthaus and seconded by Willie Wainer. Rhody Holthaus agreed to take the minutes of the closed session. In addition to those making the motion, Board Members voting in favor of the motion were Mike Marschner, Joe Siemek, Jim Irvin and Roy McGrath; Board Members Jeff Castonguay, Rudy Chow and Steve Walsh were absent. Jim noted that the meeting was being closed under Section 3-305(b)(1) of the

Open Meetings Act to evaluate the performance of the executive director and determine compensation for the executive director and employees for Fiscal Year 2020. The closed session ended at 12:40 p.m. Rhody Holthaus reported that during the closed session the Board approved a 2% Cost of Living Increase for the executive director and staff; a merit increase of up to 2% for staff, and a Merit Increase of 6% for the executive director. Jim Irvin asked if there were any questions or comments and there being none a vote was taken and the Fiscal Year 2020 budget as amended for the employee compensation increases was approved unanimously.

Discussion Item 2019-5-D.1 – Recycling Update: John Schott provided a written and verbal recycling update that described the current metals market, the situation with recycling exports and significant recycling program changes around the country.

Jim Irvin asked if there were any topics to be discussed. Chris Skaggs brought the Board up to date regarding the implementation of Microsoft Office 365, noting that he expects to request a Board call shortly to approve the selection of a vendor to migrate data and provide ongoing support for the Authority's new computer system.

Jim Irvin asked again if there were any additional topics to be discussed. There being no additional comments or discussion items, the meeting adjourned at 12:55 p.m.

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Chris Skaggs, Executive Director