

**Authority Meeting Minutes
347th Meeting (via Conference Call)
November 4, 2019**

Members Present: James M. Irvin
Rudolph S. Chow
Steven A. Walsh
Joseph J. Siemek
Jeffrey D. Castonguay
Guillermo Wainer
Roy C. McGrath

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

Chairman Jim Irvin opened the meeting at 3:01 p.m.

ACTION ITEM NO. 2019-9-1 – Contract Amendment for EA Engineering Regarding Gude Landfill – A motion was made by Jeff Castonguay and seconded by Joe Siemek to approve this item. Andrew Kays explained that Authority staff worked with the Montgomery County Project Manager and the County’s Technical Advisor to procure a proposal from EA Engineering that reflects changes in the project schedule. Most of the work tasks contemplated under the proposal are related to the original RFP and the current contract. The Design Engineer support during the construction term provides for a risk mitigation effort as the likely costs for a third-party engineer to come in during construction and make decisions based upon the design may be higher.

The proposal includes a schedule update to reflect the construction term with possible cost increases due to CPI, the addition of a CPI calculation, specific support by the landscape architect during the construction period, and the extension of the guaranteed design acceptance date. Staff is requesting an increase in EA Engineering’s contract of \$1,660,227 for a new upset amount of \$2,596,065. Jim Irvin asked if there were comments or questions. There being no comments, the Board unanimously voted to approve this item.

ACTION ITEM NO. 2019-9-2 – Contract Amendment for ARM Group Regarding Quarantine Road Landfill -- A motion was made by Jeff Castonguay and seconded by Steve Walsh to approve this item. Andrew Kays explained that ARM Group continues to provide support for the ongoing compliance maintenance efforts at the City’s Quarantine Road Landfill. This contract amendment will allow for erosion and sediment control efforts that the Maryland Department of the Environment has requested that the City complete in a timely manner. This work comes under the current Authority budget item for Quarantine Road Landfill.



Staff is requesting an increase in ARM's contract of \$125,000. Jim Irvin asked if there were comments or questions. There being no comments, the Board unanimously voted to approve this item.

ACTION ITEM NO. 2019-9-3 – Budget Amendment to the Montgomery County Gude Landfill Remediation Account -- A motion was made by Rudy Chow and seconded by Willie Wainer to approve this item. Andrew Kays explained that this is an administrative item in support of Action Item 2019-9-1. An increase of \$1,660,227 to the Authority's budget account for the Gude Landfill is needed. This budget amendment increases the Montgomery County Gude Landfill Remediation Account to \$2,535,373 for Fiscal Year 2020. Jim Irvin asked if there were comments or questions. There being no comments, the Board unanimously voted to approve this item.

ACTION ITEM NO. 2019-9-4 -- Equipment Purchase for Montgomery County Transfer Station Facility -- A motion was made by Jeff Castonguay and seconded by Joe Siemek to approve this item. Chris Skaggs explained that Montgomery County has asked the Authority to purchase a roll-off truck for use at the County's Transfer Station. Specifically, the new equipment will replace a 2001 roll-off truck used to move waste and recycling containers around the site as needed when the containers are full. Howard County has a contract in place with Potomac Truck Center that can be utilized to purchase this vehicle.

The Board is being asked to adopt a Howard County procurement and to authorize the Executive Director to execute the purchase of this piece of equipment at a cost of \$185,000. This purchase is subject to final approval by the Montgomery County Representative. The Authority will be reimbursed by Montgomery County under the Waste Disposal Contract. Jim Irvin asked if there were comments or questions. There being no comments, the Board unanimously voted to approve this item.

ACTION ITEM NO. 2019-9-5 – Fiscal Year 2019 Audit Report -- A motion was made by Rudy Chow and seconded by Jeff Castonguay to approve this item. Cathy Coble reported that the Authority's Fiscal Year 2019 books were audited by the independent accounting firm of CliftonLarsonAllen, LLP. The Authority received an unqualified (clean) audit report. Authority Board approval is required prior to distribution of the report. Jim Irvin asked if there were comments or questions. There being no comments, the Board unanimously voted to approve this item.

ACTION ITEM NO. 2019-9-6 -- Equipment Purchase for Montgomery County Transfer Station Facility -- A motion was made by Jeff Castonguay and seconded by Joe Siemek to approve this item. Chris Skaggs explained that Montgomery County has asked the Authority to purchase equipment to replace existing equipment at the County's Transfer Station. Specifically, the 1999 Ottawa yard truck used to pull trailers in the upper lot. This is an emergency purchase due to the extremely high estimated cost to repair the existing vehicle.

No comparable replacement truck could be found on GovDeals.com. The Authority will utilize the Covanta truck partner to find the best value used vehicle to replace this yard truck.

The Board is being asked to authorize the purchase of a used yard truck at an expected cost of approximately \$40,000 plus freight. This purchase is subject to final approval of the Montgomery County Representative and the Authority will be reimbursed by Montgomery County under the Waste Disposal Contract. Jim Irvin asked if there were comments or questions. Jeff Castonguay asked about the cost differential between a new and used yard truck. Chris said that a new truck would cost approximately \$60,000 more than a used vehicle. Jim Irvin asked if there were any additional comments or questions. There being none, the Board unanimously voted to approve this item.

ACTION ITEM NO. 2019-9-7 – Approval of Banking Resolution and Related Documents --
A motion was made by Jeff Castonguay and seconded by Steve Walsh to approve this item. Cathy Coble explained that due to her upcoming retirement, Board approval is needed to update the Authority's banking documents with the Bank of America to allow Kim Gordon to become an authorized signer. Jim Irvin asked if there were comments or questions. There being no comments, the Board unanimously voted to approve this item.

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 3:10 p.m.

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Chris Skaggs, Executive Director