

**Authority Meeting Minutes
365th Meeting (via Conference Call)
September 16, 2022 at 12 p.m.**

Members Present:

Joseph J. Siemek
Rhody Holthaus
Guillermo (“Willie”) Wainer (joined at 12:08 p.m.)
Phil Harris
Mark DeLuca
D’Andrea Walker
Cliff Engle

Other Participants:

Tim Ford (MES)
Andrew Kays (NMWDA)
Kim Gordon (NMWDA)

Public access via livestream at the following link: <https://youtu.be/sxRkf0UtlF8>. *This stream was turned on at 12:03 p.m. local time.*

Board Chairman, Joseph Siemek opened the meeting at 12:03 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 and confirmed the presence of a quorum.

Mr. Siemek welcomed Mr. Cliff Engle, the newly appointed Board Member representing Carroll County, Maryland.

Mr. Siemek noted consideration of the minutes of the previous Board Meeting on June 9, 2022 and that such minutes were approved and posted on the Authority website.

ACTION ITEM NO. 2022-4-1 – Approval to Post Audited Financial Statements on Authority’s Website

A motion was made by D’Andrea Walker and seconded by Cliff Engle to approve this item.

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nmwda.org / Business-to-Business Recycling: mdrecycles.org
Tower II – Suite 402, 100 S. Charles Street, Baltimore, MD 21201-2705

Comprehensive Waste Management Through Recycling, Reuse, Resource Recovery and Landfill

MEMBERS:

Rhody R. Holthaus, Anne Arundel County / Vacant, Baltimore City / D’Andrea L. Walker, Baltimore County / Clifford J. Engle, Carroll County
Phillip S. Harris, Frederick County / Joseph J. Siemek, Harford County / Mark A. DeLuca, Howard County / Guillermo Wainer, Montgomery County
Charles Glass, Maryland Environmental Service / Andrew Kays, Executive Director



Kim Gordon explained that the Authority provides copies of its audited financial statements to anyone requesting such information. Ms. Gordon noted that such requests typically are made via email or calling the Authority's office. In an effort to provide greater transparency and for convenience, the Authority would like to provide access to its audited financial statements through a direct link (or otherwise) on the Authority's website.

Staff requested approval to provide access to the Authority's audited financial statements on the Authority's website.

Joseph Siemek asked if there were any questions or matters for discussion. There being no other questions or matters for discussion, a vote was taken. The item was unanimously approved by the voting Board Members.

ACTION ITEM NO. 2022-4-2 – On-Call Contract Amendments

A motion was made by Rhody Holthaus and seconded by Mark DeLuca to approve this item.

Andrew Kays explained as follows:

- (1) SCS Engineers – Montgomery County has been utilizing SCS Engineers to provide services in connection with upgrades to the existing Shady Grove Road vehicle scales and scale house at the Shady Grove Processing Facility & Transfer Station. Modifications to the project have resulted in increased costs in the estimated amount of \$1,500,000 for this effort. Additionally, it is anticipated that other Member Jurisdictions will be utilizing SCS to be perform work for various upcoming projects estimated in the amount of \$500,000. Accordingly, a total increase in the amount of \$2,000,000 is needed for the SCS on-call contract to fund anticipated additional efforts.
- (2) ARM Group, LLC – Baltimore City has ben utilizing ARM Group for compliance work at the Quarantine Road Landfill. Additional work estimated in the amount of \$500,000 is needed for this effort. Accordingly, an increase in the amount of \$500,000 is needed for the ARM Group on-call contract to fund this effort.

Staff requested increases for the SCS and ARM on-call contracts in the respective amounts, as set forth above.

Joseph Siemek asked if there were any questions or matters for discussion. Cliff Engle inquired whether other work to be performed by SCS included work for Carroll County. Mr. Kays confirmed that the anticipated efforts for Carroll County is included in the work for SCS. Mr. Siemek asked if there were any additional questions. There being no other questions or matters for discussion, a vote was taken. The item was unanimously approved by the voting Board Members.

ACTION ITEM NO. 2022-4-3 – Budget Amendments

A motion was made by D’Andrea Walker and seconded by Rhody Holthaus to approve this item. Andrew Kays explained that Staff is seeking amendments to the Authority’s budget as follows:

- (1) Anne Arundel County – Landfill Gas-To-Energy Account: Staff requested an increase for the account in the amount of \$155,289.71 for the Fiscal Year 2022 budget. The County recognized this amount in additional revenue, and such amount needs to be reflected for close out purposes for Fiscal Year 2022.
- (2) Montgomery County Landfill Gas Account: Staff requested an increase for the account in the amount of \$5,700. The increase reflects additional revenue recognized from the Oaks RECS (renewable energy credits) sales.
- (3) Source of Funding: Montgomery County will pay the Authority via purchase orders, as and when approved by the County.

Montgomery County General Account: Staff requested an increase to the account in the amount of \$1,500,000.00 for improvements to the scale house. This amount supports Action Item 2022-4-2(1).

- (4) Source of Funding: Montgomery County will reimburse the Authority under the Waste Disposal Agreement, upon approval of the equipment purchase by the County.

Montgomery County RRF Account: Staff requested an increase to the account in the amount of \$800,000 for the purchase of a side loader.

- (5) Source of Funding: Baltimore City Dedicated Funds.

Baltimore City General Account: Staff requested an increase in the amount of \$48,908.49 to allow, on a temporary basis, for expenses incurred in connection with the City’s recycling contract for the month of July 2022.

- (6) Source of Funding: Howard County will pay the Authority via purchase order.

Howard County Landfill and Solar Project Account: Staff requested an increase to the account in the amount of \$61,250 for additional work in connection with the landfill gas project.

Joseph Siemek asked if there were any questions or matters for discussion. There being no other questions or matters for discussion, a vote was taken. The item was unanimously approved by the voting Board Members.

ACTION ITEM NO. 2022-4-4 – Approval of Baltimore City Litter Abatement Contract

A motion was made by Willie Wainer and seconded by Phil Harris to approve this item.

Andrew Kays explained as follows:

Source of Funding: City of Baltimore Compliance MOU

The Northeast Maryland Waste Disposal Authority (Authority) issued an Invitation for Bids (IFB) for a contractor to provide one (1) year of on-call complete litter pick-up at the Quarantine Road Sanitary Landfill (QRL), located at 6100 Quarantine Road, Curtis Bay, MD 21226. There are two, one-year extension terms that can be exercised at the sole discretion of the Authority. The callouts under the agreement are estimated to be three (3) times in a calendar year, each with a duration of five (5) to ten (10) consecutive workdays for the term of the agreement. Advertising took place on the Authority website, eMaryland Marketplace Advantage, and via an email blast to vendors registered at the City's Minority and Women's Business Opportunity Office.

Addenda were issued on June 15, 2022 (reflecting the summary of the June 7, 2022 pre-bid meeting) and June 27, 2022 (clarification responses). Three firms (in alphabetical order) submitted bids in response to the IFB as follows: DemoUSA, Inc, EJJ Global and P2 Cleaning.

An unofficial summary of the procurement was posted to the Authority's website on July 13, 2022 in lieu of a public bid opening.

All three firms met the qualifications of the IFB, after clarification for the two most expensive firms regarding standing with the State Department of Assessment and Taxation, and had their pricing reviewed. Mr. Kays referenced the vendors' pricing, noting that it was publicly available.

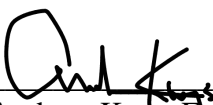
Based on qualifications and pricing, staff requested approval to enter into the litter pick-up contract with DemoUSA, Inc., substantially in the form of the IFB provided to the board members and made publicly available, subject to final written approval by the City of Baltimore.

Joseph Siemek asked if there were any questions or matters for discussion. There being no other questions or matters for discussion, a vote was taken. The item was unanimously approved by the voting Board Members.

Mr. Siemek asked if there were any additional items to discuss at this time.

There being no additional comments or discussion items, the meeting adjourned at 12:16 p.m.

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Andrew Kays, Executive Director