

**Authority Meeting Minutes
370th Meeting
June 13, 2023 at 12:00 p.m.**

Members Present: Joseph J. Siemek
Rhody Holthaus
Guillermo (“Willie”) Wainer
Dr. Charles Glass
Mark DeLuca
D’Andrea Walker
Cliff Engle

Other Participants: Andrew Kays (NMWDA)
Kim Gordon (NMWDA)
John Schott (NMWDA)
Traci Baker (NMWDA)

Public access via livestream at the following link:

<https://youtube.com/live/X9g6mGhMmzM?feature=share>. *This stream was turned on at 12:02 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 portions of this meeting will be held in closed session (in accordance with the General Provisions Article of the Maryland Annotated Code, Title 3 – Open Meetings Act. Authority for the closed session is Section 3-305(b)(1), to discuss (i) the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom it has jurisdiction; or (ii) any other personnel matter that affects one or more specific individuals. Mr. Siemek requested that Members identify themselves when speaking and confirmed the presence of a quorum.

Mr. Siemek noted consideration of the minutes of the previous Board Meeting on April 11, 2023 and that such minutes were approved and posted on the Authority website.

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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



ACTION ITEM NO. 2023-3-1 – Fiscal Year 2024 Budget

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

Andrew Kays thanked the Board Members and their staff for their help in preparing the Authority's budget for Fiscal Year 24, such that the Authority can continue to support its Members. Mr. Kays reviewed the contents of the Fiscal Year 2024 budget package with the Board (as provided to the Board and made publicly available on the Authority's website.). Mr. Kays touched upon several of the highlights regarding the goals for Fiscal Year 2024 (Attachment A) for each of the Member Jurisdictions. Mr. Kays noted that the goals also include support for regional efforts and legislative initiatives. Mr. Kays explained that the preliminary workplan (Attachment B) was developed in conjunction with staff from Member Jurisdictions and their input with respect to known projects for the upcoming fiscal year has been incorporated. The workplan also includes work with PJM and the sale of electricity and renewable energy credits for participating Member Jurisdictions. Mr. Kays noted the possibility of changes to the plan, and corresponding budget items, as Members direct the Authority over the course of the coming Fiscal Year. Andrew Kays next discussed the proposed Fiscal Year 2024 budget (Attachment C), noting a total budget of \$127,159,691, the Administrative "Other" Category (Attachment D) and the project detail budget (Attachment E). Mr. Kays further pointed out that the budget package includes the status of the on-call contracts (Attachment F) and several amendments to the not to exceed amounts (including an increase in the amount of \$500,000 for ARM LLC, an increase in the amount of \$2,800,000 for EA Engineering, an increase in the amount of \$400,000 for HDR, and an increase in the amount of \$500,000 for SCS) to meet the planned efforts in the coming term.

Mr. Kays next provided an overview of the Accomplishments for Fiscal Year 2023 in Attachment G. To complete his presentation, Mr. Kays provided that the Salary Survey was included for use by the Board during the closed session to discuss compensation and performance matters.

Joseph Siemek asked if there were any comments or questions for Mr. Kays related to the budget. Rhody Holthaus inquired if anyone had additional information about the State of Maryland's plans for salary increases as set forth in Attachment H. Traci Baker responded that she believed the basis of the increase was to increase the salary levels to what they should be, as part of the Governor's budget for Fiscal Year 24. Dr. Charles Glass provided that his understanding is that the State would provide for a 6% increase as of July 1 (2% COLA, 2% change in steps, and 2% bonus step for employees working more than 5 years). Joseph Siemek asked if there were any additional questions. There being no additional questions, Mr. Siemek announced that the Board would next meet in a closed session regarding discussions with respect to the performance evaluation and compensation for the Executive Director and employees for Fiscal Year 2024.

Mr. Siemek called for a motion to close the meeting at approximately 12:18 p.m. A motion was made by Rhody Holthaus and seconded by Cliff Engle. The Board Members voted unanimously to close the session. Mr. Siemek noted that the meeting was being closed under Section 3-305(b)(1) of the General Provisions Article of the Maryland Annotated Code to discuss the performance of the Executive Director and to determine compensation for the Executive Director and employees for Fiscal Year 2024 (as well as any other personnel matters).

Joseph Siemek and Rhody Holthaus have received State of Maryland open meetings training. Rhody Holthaus agreed to take the minutes of the closed session.

The closed session ended at approximately 12:51 p.m. Joseph Siemek reported that during the closed session the Board discussed (i) approval of a 3% Cost of Living Increase and a 2% merit for the employees and (ii) the performance of the Executive Director, which was favorable, warranting approval of a 3% Cost of Living Increase and a 3% merit for the Executive Director. Such increases become effective July 1, 2023.

Mr. Siemek called for a vote with respect to Action Item 2023-3-1, Fiscal Year 2024 budget, as discussed (including the Staff compensation increases), a vote was taken, and was approved unanimously.

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 12:52 p.m.

TRUE TEST COPY

A handwritten signature in black ink, appearing to read 'AK', written over a horizontal line.

Andrew Kays, Executive Director