



MARYLAND  
ENVIRONMENTAL  
SERVICE

BOARD OF DIRECTORS - MARYLAND ENVIRONMENTAL  
SERVICE  
MINUTES OF MEETING OF JUNE 10, 1985

After due public notice, the June 10, 1985 meeting of Board of Directors convened at 9 30 a m There were no public attendees Present however, were Gordon Calvert, Esq (Baker, Watts & Company) and Jefferson Mitchell, Esq (Piper Marbury), Allan Jensen, Chief of Administration, Henderson J Brown, Counsel, and Michael Lewis, Comptroller and Deputy Treasurer

PRINCE GEORGE'S COUNTY METHANE RECOVERY  
PROJECT

▲  
177 Admir l Cochrane D  
Ann pol s MD 21401  
(301) 224 7221

The Board was advised of the contents of the Bond Resolution, the Lease, the Sublease and the Operation and Maintenance Agreement relating to the Prince George's County Methane Recovery Project It unanimously approved, on motion made by Dr Barnes and seconded by Mr Griffith the appointment of the Trust Division of Equitable Bank of Baltimore as Trustee for the sale After discussion of the documents and the Confirmatory Resolution, the Board recessed at 11 06 It reconvened at 11 33 a m to review the bids received

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Natural Resources

The Board received one bid submitted by Equitable Bank The bid was received, opened, and read by the Director Thereafter, the Board retired to executive session to consider that bid Upon its return, the Board, on motion and comment by Dr Barnes that although the bid appeared to meet "all propriety", based on consultations with Prince George's County representatives and Mr Calvert, the best interests of the Service would be served by rejecting the Equitable bid and allowing an extension of time so as to receive additional bids After receiving a second by Mr Griffith, this motion was approved unanimously

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Di ecto  
John D Seyffert

Mr Griffith moved, with an appropriate second by Dr Barnes, that the contents of the Equitable bid not be disclosed by persons present at the Board Meeting This motion was approved unanimously

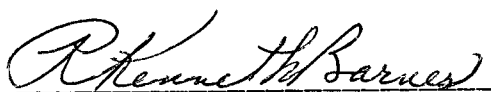
It was then decided that the new bid opening date would be June 24th at 11 30 a m in the offices of Baker, Watts and Company and that settlement would be conducted July 10, 1985 Mr Calvert was instructed to confirm this arrangement with organizations having received the original offering statement by letter to be mailed June 11th

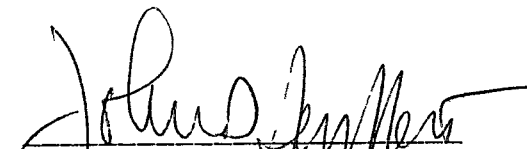
On motion by Dr Barnes and seconded by Mr Griffith, the Board unanimously adopted the proposed Confirmatory Resolution with the deletion of Paragraph 11, thereby approving the form of the Lease, the Sublease, Operation and Maintenance Agreement and Bond Resolution subject to necessary technical corrections It was agreed that the provisions of the former Item 11 will be reconsidered June 24, 1985

#### RETIREMENT PLAN

The Board received a briefing from the Chief of Administration regarding the first-year Service's 401(K) Retirement Savings Plan On motion by Mr Griffith, seconded by Dr Barnes, the Board unanimously approved Resolution 2-1985 authorizing, effective July 1, 1985, the Service to continue to contribute an amount not to exceed 4 5% of the compensation (as defined by the Plan) per pay period for each eligible employee for fiscal year 1986

There being no further business, the meeting was adjourned at 1 00 p m

  
Dr Kenneth Barnes  
Secretary

  
John D Seyffert  
Director

Approved  
June 24, 1985

HJB/jr



MARYLAND  
ENVIRONMENTAL  
SERVICE

BOARD OF DIRECTORS-MARYLAND ENVIRONMENTAL SERVICE  
MINUTES OF MEETING OF JULY 9, 1985

After due public notice, the meeting convened at 11 10 a m Present at that time were all Board Members, the Deputy Director, the Assistant Attorney General assigned to the Service, Jefferson Mitchell, Esquire (Piper, Marbury), and Edward Crawford (Baker, Watts & Company), and William R Brown, (Prince George's County)

▲  
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The members discussed the merits of the proposal submitted by the Bank of Virginia for the Prince George's County Methane Recovery Project and on motion by Dr Barnes, with an appropriate second from Mr Griffith, unanimously approved the resolution authorizing the sale of bonds to the Bank of Virginia under the conditions stated in Attachment A to that resolution

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Natural Resources

The Board further directed the staff to return the deposit check being held by Ed Crawford to the Equitable Bank

The Board also approved the Minutes of the Meeting of June 24, 1985

▲  
Director  
John D Seyffert

There being no further business, the Board  
adjourned at 12 01 p m

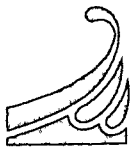
*R Kenneth Barnes*

Dr R Kenneth Barnes  
Secretary

John D Seyffert  
Director

Approved September 11, 1985

HJB/ jr



**MARYLAND  
ENVIRONMENTAL  
SERVICE**

BOARD OF DIRECTORS - MARYLAND ENVIRONMENTAL SERVICE MINUTES OF  
MEETING OF SEPTEMBER 11, 1985

After due public notice, the meeting convened at 10 15 a m  
Present at that time were all Board Members, the Deputy Director, the  
Chief of Administration, the Assistant Attorney General assigned to  
the Service, Jefferson Mitchell, Esq (Bond Counsel), and Edwin  
Crawford, (Baker, Watts & Company)

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STATUS REPORT ON MAJOR PROJECTS

The Deputy Director briefed the Board on the status of the  
Service's major projects by summarizing the staff's recent activities  
related to Hart-Miller Island, the Freedom District Wastewater Plant,  
the Dickerson RDF Test Burn, the Baltimore County Resource Recovery  
Project, the Hawkins Point Landfill, the Dorsey Run advanced  
Wastewater Treatment Plant, the Talbot County Composting Pilot  
Project, Smith Island, Dickerson Leaf Compost and the Service's  
involvement in the State's Solid Waste Program

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PRINCE GEORGE'S COUNTY METHANE RECOVERY PROJECT

Jefferson Mitchell, Esq presented for the Board's review all  
those documents described in Attachment A to these Minutes After a  
lengthy discussion of the Indenture, the Purchase Contract, the Bond  
Agent Agreement, the Lease, the Sublease, the terms of the Bond Sale,  
and the Operation and Maintenance Agreement, the Board, with a quorum  
present, on motion by Director Barnes, and seconded by Director  
Griffith approved, with each voting affirmatively, passed the  
Resolution dated September 11, 1985 The Chairman was not present for  
this vote

▲  
Director  
John D Seyffert  
▲  
Edward A Griffith  
Corporate Treasurer  
▲  
Dr R Kenneth Barnes  
Corporate Secretary

APPROVAL OF MINUTES - JULY 10, 1985

The Minutes of the July 10, 1985 meeting were approved with the affirmative vote of Directors Griffith and Barnes. The Chairman was not present for this vote.

REVIEW OF LEGISLATION

The Deputy Director briefed the Board on the Service's proposals for the 1986 legislative session.

One bill proposes to make certain corrective changes in the MES statute. Those changes do not impact the operations of the Agency or the Board.

Another bill proposes to expand the Board by four additional members to include the Deputy Director, one member from the public sector in a position responsible for water, wastewater, or solid waste management, and two members from the private sector with technical, financial, development, or legal experience related to water, wastewater or solid waste management. The members will be appointed by the Secretary of Natural Resources, with the approval of the Governor.

Director Griffith requested a meeting be scheduled with the Chairman to discuss these proposals. The Deputy Director indicated that such a meeting would be scheduled.

FUTURE BOARD MEETINGS

The Board determined by consensus of those present (the Chairman was absent) that future Board meetings be scheduled the same day each month. That day was determined to be the first Tuesday of each month commencing October 1, 1985.

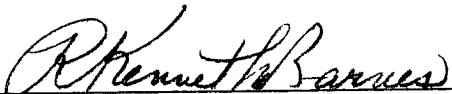
NEW PERSONNEL

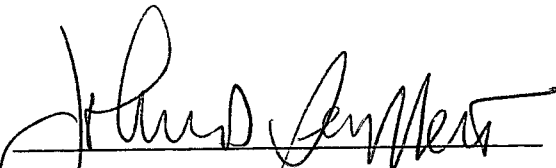
The Deputy Director advised the Board of the appointment of Mr Robert Menke as the new Operations and Maintenance Division Chief Mr Menke will begin service on September 25, 1985

RETROACTIVE PAY ADJUSTMENT

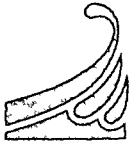
Director Griffith noted that the effective date of the salary adjustment for the Treasurer and Secretary was July 1, 1985, and requested the Deputy Director to investigate whether a retroactive pay adjustment was being considered

There being no other business to consider, the Board adjourned at approximately 2 45 p m

  
Dr R Kenneth Barnes  
Secretary

  
John D Seyffert  
Director

Approved  
November 5, 1985



**MARYLAND  
ENVIRONMENTAL  
SERVICE**

MINUTES OF BOARD MEETING OF NOVEMBER 5, 1985

After due public notice, the meeting convened at 10 10 a m Present at that time were all Board Members, the Deputy Director, the Chief of Administration, the Assistant Attorney General assigned to the Service, and the Deputy Treasurer

STATUS REPORT ON MAJOR PROJECTS

The Deputy Director briefed the Board on the status of the Service's major projects by summarizing the staff's recent activities related to Hart-Miller Island, the Freedom District Wastewater Plant, the Dickerson RDF Test Burn, the Baltimore County Resource Recovery Project, the Hawkins Point Landfill, the Dorsey Run advanced Wastewater Treatment Plant, the Talbot County Composting Pilot Project, the Smith Island Projects, the Service's involvement in the State's Solid Waste Program, the Service's investigations regarding the purchase of GSA owned land near Fort Meade, and recent developments concerning the Community of Ocean Pines Maryland

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APPROVAL OF MINUTES - September 11, 1985

The Minutes of the September 11, 1985 meeting were approved with the affirmative vote of all Directors

MOVE RELATED COSTS

The Chief of Administration presented and explained an itemization of expenses incurred by the Service as a result of the recent relocation of the headquarters office from Admiral Cochrane Drive to Industrial Drive

▲  
Director  
John D Seyffert

The Chief of Administration also described the staff's proposed plan to acquire additional office furniture and equipment

▲  
Edward A Griffith  
Corporate Treasurer  
▲  
Dr R Kenneth Barne  
Corporate Secretary



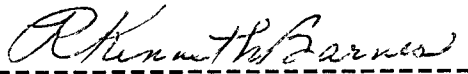
PROGRAM DEVELOPMENT FUND

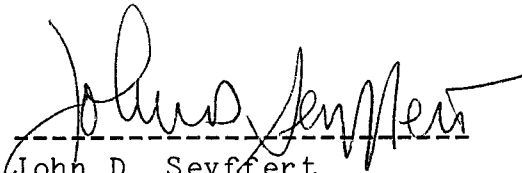
The Deputy Treasurer presented for the Board's consideration a plan to designate and limit the expenditure of a portion of the Service's retained earnings as a "Program Development Fund " The Board took this plan under advisement and by consensus directed that the plan be discussed at the next regularly scheduled meeting

RETROACTIVE PAY ADJUSTMENT

The Chief of Administration reported to the Board the results of the retroactive pay adjustment investigation requested at the September 11, 1985 meeting

There being no other business to consider, the Board adjourned at approximately 1 30 p m

  
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Dr R Kenneth Barnes  
Secretary

  
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John D Seyffert  
Director

Approved

December 3, 1985



**MARYLAND  
ENVIRONMENTAL  
SERVICE**

BOARD OF DIRECTORS - MARYLAND ENVIRONMENTAL SERVICE  
MINUTES OF MEETING HELD DECEMBER 3, 1985

After due public notice, the meeting convened at 10 10 a m Present at that time were all Board Members, the Deputy Director, the Deputy Treasurer and the Assistant Attorney General assigned to the Service

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STATUS REPORT ON MAJOR PROJECTS

The Deputy Director advised the Board (1) that an NPDES Permit Application for the Hart and Miller Islands Project had been filed, (2) that staff had advised Carroll County of the Service's intention to operate the Freedom District Plant with one full time shift, and (3) that revenue projections for the Baltimore County Resource Recovery Facility were such that payment obligations would be met through April 1986 The Deputy Director also informed the Board of the recent developments concerning the Hawkins Point CHS Facility, the Dickerson RDF Project, the Talbot County Sludge Composting Pilot Project and the Dickerson Leaf Composting Project

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Natural Resources

▲  
Director  
John D Seyffert

▲  
Edward A Griffith  
Corporate Treasurer

LEGISLATION AND RELATED MATTERS

The Deputy Director advised the Board of the status of the Service's four proposed bills The Board discussed each proposed bill and, by consensus, encouraged the staff to continue its efforts to secure enactment of each

▲  
Dr R Kenneth Barne  
Corporate Secretary

The Director provided an update on the Service's Household Hazardous Waste Collection Study

MANAGEMENT RETREAT

The Director reported the results of the Management Retreat held at the Aspen Wye Institute

M E S BOARD RECORDS

The Deputy Director advised the Board of his intention to better organize and archive in bound volumes, the Service's Bylaws, Minutes and Resolutions. The Board, by consensus, encouraged this endeavor.

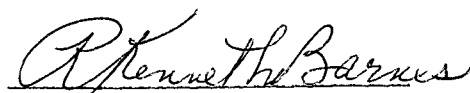
PROGRAM DEVELOPMENT FUND

Consideration of matters related to the creation of the proposed Program Development Fund were deferred until the January meeting.

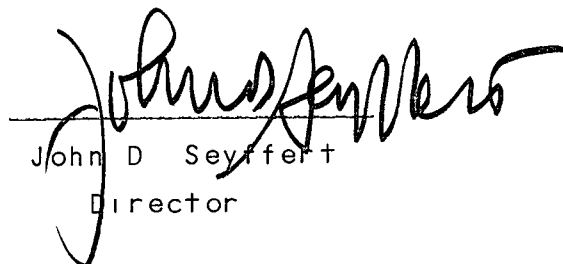
APPROVAL OF MINUTES

The Minutes of the November 5, 1985 Meeting were approved on Motion made by Director Griffith, with an appropriate Second by Director Barnes, and the affirmative vote of all Directors.

The Board adjourned at approximately 12 40 p m



Dr R Kenneth Barnes  
Secretary



John D Seyffert  
Director

(SEAL)