

# Maryland Department of Natural Resources



## Maryland Environmental Service

2020 Industrial Drive  
Annapolis Maryland 21401  
(301) 974 7281

William Donald Schaefer  
*Governor*

Torrey C Brown MD  
*Secretary*

### BOARD OF DIRECTORS MINUTES Meeting 89-1

George G Perdikakis  
*Director*

February 16 1989

LOCATION                   MES Headquarters Office

TIME                       10 00 a m (scheduled)  
(10 07 a m meeting convened)

DIRECTORS PRESENT     George G Perdikakis  
                              Edward A Griffith  
                              Robert W Pierce  
                              Edwin G Richards  
                              Lawrence D Shubnell  
                              James A Vroonland

OTHERS PRESENT        Sean Coleman  
                              Kenneth A Howarth  
                              Nancy Voorhees Balenske

#### APPROVAL OF MINUTES

A motion was made to approve the Minutes of December 16 1988 Board Meeting Motion was made by Mr Richards and seconded by Mr Pierce The motion was passed and the Minutes were signed by Mr Perdikakis

#### CHAIRMAN S REPORT

Mr Perdikakis announced the approval of the naming of Mr Vroonland as Deputy Director and appointment to the Board Mr Richards offered a resolution congratulating Mr Vroonland on his appointment

#### PROJECT REPORT

The Service has signed an agreement with MDE for the tire shredding project in Hughesville

The Service has also signed the Contract with the Department of Public Safety and Corrections for ECI Two million dollars has been approved for the renovations but the operating funds have not yet been approved by the Legislature

Board of Directors Minutes  
Meeting 89-1  
February 16 1989  
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An open-ended Contract with the City of Bowie will be drafted so the Service may act as their environmental protection agency. Currently we are providing sludge management services.

(Mr. Richards recommended MES contact Salisbury about their land application problems.)

A proposal has been submitted to KMS for Piney Orchard Chesapeake Beach has been sent a proposal for operations and maintenance.

Mr. Perdikakis reported the number of used oil facilities is increasing. Mr. Perdikakis showed the Board a map displaying the existing tanks and new tanks in place throughout the State. Municipalities and counties have been sent letters. The used oil storage tank was designed by MES.

#### POTENTIAL BUSINESS

Mr. Perdikakis is working with Allegany and Garrett County.

A spray irrigation system for the seafood processing plant cannot be used because of soil conditions. The possibility exists of establishing a facility to service the 600 acres and ECI to relieve Princess Anne.

Mr. Perdikakis has been talking to a potential candidate in California for a recycling job. He requested the Board's approval to pay half the expenses to interview him. Mr. Richards made a motion to pay full expenses and if he is hired to negotiate moving expenses. This was seconded by Mr. Pierce and approved by all.

#### NEW BUSINESS

A proposal and Contract have been sent to North Beach.

Mr. Perdikakis is going to set up a meeting with the St. Mary's County Department of Public Works.

#### EQUIPMENT PURCHASES

All the approved equipment purchases (computers and typewriters) have been received.

Mr. Perdikakis discussed the problems with the photocopier. A motion was made by Mr. Griffith and seconded by Mr. Richards to pursue the purchase of photocopier equipment necessary to support the agency. Motion was approved.

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The Service has purchased a debarker and is preparing to advertise for woodchips. Part of the bid requirement is the purchase of the debarker from the Service.

#### FINANCIAL REPORTS

Mr Vroonland discussed the mechanism for purchasing equipment and then renting it to projects. Mr Vroonland will prepare a resolution to bring to the Board when the details have been finalized. Mr Perdikakis asked for the Board's concurrence to pursue this plan. A motion was made by Mr Richards and seconded by Mr Pierce. Motion was approved.

Mr Howarth reviewed with the Board the six months operating results ending December 31 1988.

Discussion was held about the Sick Leave Reserve Fund and a motion was made by Mr Pierce and seconded by Mr Griffith to continue adding to the initial funding. Mr Richards asked what the cost of unused sick leave used towards retirement is to the Agency. Mr Vroonland told Mr Richards he would look into and let him know. The motion was passed.

Mr Perdikakis reviewed the status of the EPA projects. The potential liability for the Beltsville project has been resolved with EPA. There are other projects with potential liability from EPA and MDE.

MES has terminated contracts on Horn Point and expects a claim from the Contractor. A meeting was held with the consultant.

A proposal was made to the Crownsville Contractor. He will come back complete the work and MES will pay the retainage.

Mr Perdikakis stated a monthly report will be made to the Board on the status of the EPA projects.

#### LEGISLATION

The hearing on MES's legislation is scheduled for February 23 1989. Mr Perdikakis, Mr Vroonland, and Mr Coleman have been meeting with various members of the House Environmental Matters Committee and MDE, MACO and Secretary Benton to review and clarify the intent of the Bill.

#### MISCELLANEOUS

Mr Perdikakis asked for the Board's approval to acquire two credit cards for his and the Deputy's use. Motion was made by Mr Pierce seconded by Mr Griffith and approved by all.

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ADJOURNMENT

The meeting was adjourned at 12 40 p m The next meeting was not scheduled at this time

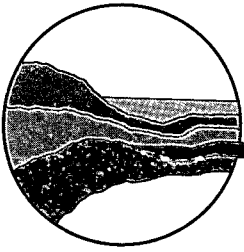


Dr R Kenneth Barnes  
Secretary



George G Perdikakis  
Director

SEAL



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George G Perdikakis  
*Director*

**BOARD OF DIRECTORS  
MINUTES  
Meeting 89-2**

March 30, 1989

LOCATION	MES Headquarters Office
TIME	10 00 a m (Scheduled) 10 08 a m (Convened)
DIRECTORS PRESENT	George G Perdikakis R Kenneth Barnes Edward A Griffith Robert W Pierce Edwin G Richards James A Vroonland
OTHERS PRESENT	Sean Coleman Kenneth A Howarth Nancy Voorhees Balenske James Haywood

**APPROVAL OF MINUTES**

A motion was made by Mr Griffith to approve the Minutes of February 16 1989 and seconded by Mr Pierce The motion was passed and the Minutes signed by Mr Perdikakis and Mr Barnes

**CHAIRMAN'S REMARKS**

Mr Perdikakis announced future meetings will be held every 4th Thursday of each month at 10 00 a m The next scheduled meeting is April 27 1989

#### FINANCIAL REPORT

Mr Howarth reviewed the eight months' operating results with the Board (see copy attached)

A discussion was held about investments for the Agency Mr Vroonland requested approval of the purchase of a Certificate of Deposit from a minority-owned bank in an amount up to \$100,000 for a period of six months to a year Mr Griffith made the motion, seconded by Mr Barnes The motion was passed

Discussion was postponed on "Special Funds" It will be mailed and discussed at the next meeting

Mr Howarth reviewed with the Board the accounts receivable At the end of February, there was approximately \$3 million dollars outstanding Approximately 11% of that is 60 days old There is a renewed effort to collect and payments for 3 major projects are expected shortly Mr Coleman will look into the Agency's authority to collect interest against outstanding charges

#### EPA PROJECTS

A brief overview was provided on the status of the effort to bring the Agency up to date on its billings and collections The Agency's potential liability will not be known until December A written report will be handed out each month Dane Bauer and Duane Wilding will be asked to attend next month's meeting to report on expenses incurred but which have not been billed, and will provide a written report by project priority

#### PROJECT REPORT

MID-SHORE - The Town of Easton is requesting some clarifications to the Agreement A recommendation has been made to hire a public relations firm for the Project The 3 Counties will share the cost Mr Perdikakis also discussed the idea of having the plans reviewed by an outside consultant

ECI - MES took over the power plant on February 1st. Cost to purchase power from Delmarva has averaged \$54,000/month. MES has kept the woodchip facility running constantly in March so that the estimated Delmarva cost is \$3,000.

HART-MILLER - Contract Amendment #2 is about to start. T L James was awarded the dredging Contract.

BOWIE - The original Contract of \$22,000 has increased to \$150,000. A Contract will be signed to provide technical assistance in sludge management.

#### NEW BUSINESS

MES received a letter from Montgomery County requesting a proposal for a materials processing center. Copies of the request were passed out to the members.

The recycler whom Mr. Perdikakis was going to interview has decided to remain in California.

#### LEGISLATIVE UPDATE

The MES Bill (HB 954) was approved by the House Environmental Matters Committee and passed by the House. Mr. Perdikakis, Mr. Vroonland, Mr. Coleman and Piper and Marbury met with the Maryland Solid Waste Association and agreed to delete the flow control provisions contained in the Bill. The Senate Committee has given it a favorable report and the Bill is expected to be in second reader on March 30th.

MES agreed to the deletion of Charlotte Hall road improvements in the budget.

GENERAL DISCUSSION

Mr Coleman briefed the Board on a few legal matters involving the Agency They included the low bidder for the Hawkins Point leachate hauling Contract One of the executives of the parent company was convicted of violating the Sherman Antitrust Act Mr Coleman working with the Antitrust Division of the Attorney General's Office, has recommended to the Board of Public Works that the company, Waste Conversion Inc not be debarred

Mr Coleman contacted the Assistant Attorney General of the Military Department to advise him of the problems with the plant at Montrose This was in response to the possible intent of the National Guard to occupy the Facility

He also told the Board that the Southern Maryland Construction Contract is on hold pending review of the Scope of Work by MDE

ADJOURNMENT

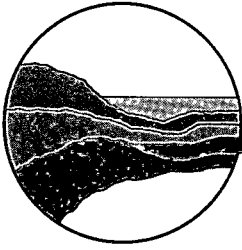
The meeting adjourned at 12 08 p m The next scheduled meeting is April 27, 1989 at 10 00 a m

  
R Kenneth Barnes  
Secretary

  
George G Perdikakis  
Director

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### BOARD OF DIRECTORS MINUTES MEETING 89-3

LOCATION                   MES Headquarters Office

TIME                       10 00 a m (Scheduled)  
                              10 09 a m (convened)

DIRECTORS PRESENT     George G Perdikakis  
                              R Kenneth Barnes  
                              Edward A Griffith  
                              Robert W Pierce  
                              Edwin G Richards  
                              Lawrence D Shubnell  
                              James A Vroonland (arrived later)

OTHERS PRESENT        Sean Coleman  
                              Kenneth A Howarth  
                              Nancy Voorhees-Balenske  
                              James Haywood  
                              Dane Bauer  
                              Duane Wilding

### APPROVAL OF MINUTES

A motion was made by Mr Barnes to approve the Minutes of March 30 1989 and seconded by Mr Richards The motion was passed and the Minutes signed by Mr Perdikakis and Mr Barnes

### FINANCIAL REPORT

Mr Howarth reviewed the nine months' operating results with the Board (see copy attached) Mr Howarth also reported on the quotes he received on Certificates of Deposit Mr Barnes recommended looking at a six months deposit

Mr Howarth also reviewed Special Funds and their status (see copy attached) Ninety-five percent (95%) of the major maintenance will be spent by July Mr Dane Bauer will report to the Board in June on the status of the major maintenance funds

The equipment funds were used to purchase 4 computers. This money is being used for asset acquisition. Discussion was held about maintenance of the equipment and use of these funds. These funds are used for purchasing and maintaining MES owned equipment. There are 60 days remaining to use the pre-payment funds from clients then they are returned to the State. Discussion was held about reallocating costs back to MES's corporate clients.

Mr. Perdikakis raised the concern that a certain percentage needs to be put into the Sick Leave retained earnings each month. Mr. Barnes also recommended more money should be put into the EPA Construction Grants retained earnings. Mr. Perdikakis stated at the next Board meeting these 2 concerns will be on the agenda.

### PROJECT REPORT

**Mid-Shore**—The negotiations for the Easton site have been successfully negotiated. A meeting is being held next month to discuss the acquisition and float MES revenue bonds. Mr. Perdikakis thanked Mr. Richards for his devotion to the project and his accolades to the agency. Mr. Perdikakis reviewed with the Board the existing landfill site and the establishment of a \$500,000 account to protect expenditure of any clean-up operations at the existing landfill. A presentation will be made to the Board to answer their various questions.

**ECI**—A report will be given on the operations next month. Delmarva costs have been reduced and corrective work is proceeding.

**Dorsey Run Incinerator**—Currently not working, dispute over the warranty with the contractor. It will cost approximately \$28,000 to repair.

**Bowie**—Contracts are being signed. Political problems have arisen using one site.

**Hughesville**—Despite newspaper articles to the contrary the facility is under full control of MES. The first trailer of tires was loaded by MES employees, Al Free and Ann Gatlin. Since then 3 employees have been hired from the Southern Maryland Pre-Release Center. Negotiations are underway to shred tires by a Pennsylvania cement plant for rubber chips.

### NEW BUSINESS

**KMS** has informed MES of our successful proposal for the Piney Orchard projects. A contract needs to be negotiated for operations and possibly financing. They also want MES to review construction and progress.

**Freedom District**—The county has asked MES to manage the engineering construction inspection services and operate the expanded facility.

Mr Perdikakis will be meeting with Allegany and Washington County He will also be talking to Wicomico County about lime stabilization

Prince George's County-MES met with the County and they are interested in working with MES They need financing and technical support for landfill extension

Montgomery County-The proposal has been given to the County for the materials processing center

#### GRANT STATUS REPORT

Mr Perdikakis and Mr Haywood reviewed with the Board the Grant Summary Report (see copy attached) Mr Bauer and Mr Wilding were also present to answer questions This report will continue to be given monthly

#### LEGISLATIVE SUMMARY

The MES Bill (HB 954) passed and is waiting for the governor's signature The Budget was approved the only deletion being a road for Charlotte Hall A Bill submitted by the Treasurer's Office also passed including all MES employees under the Tort Claims Act

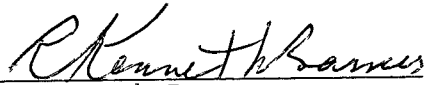
#### GENERAL DISCUSSION

Mr Coleman reported on a suit filed against MES and the subcontractors by Joy Reclamation claiming payment withheld A motion for dismissal has been filed

Mr Griffith asked about the status of the Baltimore County-Texas facility contract Mr Coleman responded that Mr Perdikakis is waiting till the next contract renewal Mr Coleman stated a formal resolution will be brought before the Board at next month's meeting for the Easton acquisition

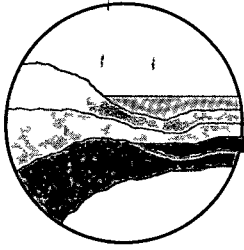
#### ADJOURNMENT

The meeting adjourned at 12 48 p m The next scheduled meeting is May 25, 1989 at 10 00 a m

  
R Kenneth Barnes  
Secretary

  
George G Perdikakis  
Director

SEAL



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## Maryland Environmental Service

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William Donald Schaefer  
*Governor*

BOARD OF DIRECTORS  
MINUTES  
Meeting 89-4

Torrey C Brown MD  
*Secretary*

George G Perdikakis  
*Director*

May 25, 1989

LOCATION                   MES Headquarters Office

TIME                       10 00 a m (Scheduled)  
                              10 05 a m (Convened)

DIRECTORS PRESENT     George G Perdikakis  
                              R Kenneth Barnes  
                              Edward A Griffith  
                              Edwin G Richards  
                              Lawrence D Shubnell  
                              James A Vroonland

OTHERS PRESENT        Sean Coleman  
                              Kenneth A Howarth  
                              Nancy Voorhees Balenske

### OPENING REMARKS

Mr Perdikakis announced that because of the signing of MES Bill (HB 954) by the Governor the scheduled Agenda will be postponed until next month's meeting. The revised Agenda was passed out.

### APPROVAL OF MINUTES

A motion was made by Mr Griffith to approve the Minutes of April 27, 1989 and seconded by Mr Barnes. The motion was passed and the Minutes were signed by Mr Perdikakis and Mr Barnes.

### DIRECTOR'S REMARKS

Mr Perdikakis introduced to the Board Kathy Walton, his new Executive Secretary.

Nancy Voorhees Balenske read to the Board a Resolution (copy attached) prepared to convey the Board's sympathy and condolences to Mr Robert Pierce whose wife died. The Board unanimously adopted the Resolution and requested it be signed by all members. The Resolution was revised to add the additional names and signed by all members.

Board of Directors Minutes  
Meeting 89-4  
May 25, 1989  
Page 2

NEW BUSINESS

Mr Perdikakis told the Board he received a letter from Prince George's County requesting marketing and technical assistance from MES

MES will be signing 3 Contracts with the State Aviation Administration for services at BWI

The Town of Friendsville has asked for construction management assistance Baltimore City has also requested MES's assistance on their methane recovery project

The seafood processing plant project in Somerset County has been reactivated

FINANCIAL REPORTS

The major maintenance projects and the refining of the accounting program will be discussed at next month's meeting

MID-SHORE RESOLUTION

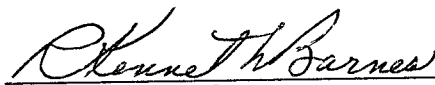
Mr Sean Coleman presented the Resolution authorizing MES's acquisition of the Easton Landfill and an adjoining parcel in Talbot County and creation of the Easton Landfill Liability Fund Mr Coleman reviewed MES's responsibilities and told the Board the Service Agreement will be presented to and must be approved by the Board, Town of Easton, and the Mid-Shore Counties

Mr Griffith made the motion to approve the Resolution which was seconded by Mr Shubnell The motion passed and the Resolution was signed by the Board's officers

Mr Shubnell requested that future documents be mailed prior to meetings for review by the Board

ADJOURNMENT

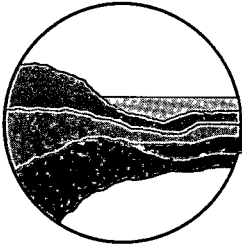
The meeting adjourned at 10 57 a m The next scheduled meeting is June 22 1989 at 10 00 a m



Dr R Kenneth Barnes  
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SEAL



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### BOARD OF DIRECTORS MINUTES MEETING 89-3

LOCATION                   MES Headquarters Office

TIME                       10 00 a m (Scheduled)  
                              10 09 a m (convened)

DIRECTORS PRESENT     George G Perdikakis  
                              R Kenneth Barnes  
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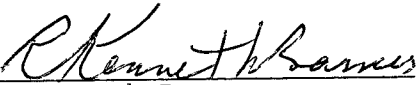
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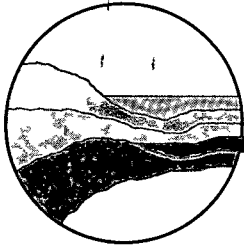
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MID-SHORE RESOLUTION

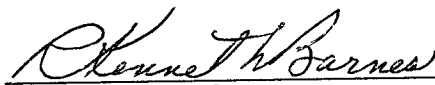
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ADJOURNMENT

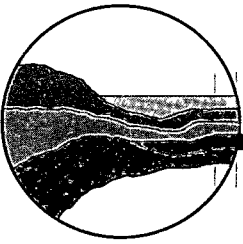
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**BOARD OF DIRECTORS  
MINUTES  
Meeting 89-5**

June 22, 1989

<b>LOCATION</b>	MES HEADQUARTERS OFFICE
<b>TIME</b>	10 00 a m (scheduled) 10 14 a m (convened)
<b>DIRECTORS PRESENT</b>	George G Perdikakis R Kenneth Barnes Edward A Griffith Edwin G Richards Lawrence D Shubnell James A Vroonland
<b>OTHERS PRESENT</b>	Kenneth A Howarth James A Haywood Nancy Voorhees Balenske

**APPROVAL OF MINUTES**

A motion was made by Dr Barnes to approve the Minutes of May 25, 1989 and seconded by Mr Richards. The motion passed and the Minutes were signed by Mr Perdikakis and Dr Barnes.

**DIRECTOR'S REMARKS**

Mr Perdikakis told the Board that the auditor's report is being finalized and she has found no significant comments. The exit interview is being held on June 26, 1989.

EPA PROJECTS REPORT

Mr Haywood gave a brief report Progress is continuing for organizing documents for future audits

- o Beltsville - working with EPA on disallowance on indirect cost rate
- o Crownsville - a grant amendment is being put together
- o Point Lookout - a final payment request has been submitted and we are currently responding to MDE's questions

FINANCIAL REPORT

Mr Howarth distributed to and reviewed with the Board the eleven months' operating results and accounts receivable (copy attached) A motion was made by Dr Barnes, seconded by Mr Griffith to clear the Montrose Cheltenham Boys Village and MCI-Women accounts The motion passed unanimously

Mr Vroonland mentioned to the Board the possibility of establishing a major fund for Major Emergency Repair This will be brought before the Board at a future date

Mr Shubnell asked about the Special Funds, Major Maintenance Expenditure Report, and Sick Leave Contribution Report Mr Perdikakis told the Board a more detailed report will be presented to the Board

ACCOUNTING REORGANIZATION

A new employee has been hired to replace Sharon Hinson The position was downgraded Currently there are two vacancies, payables supervisor and accountant An employee has also been hired to manage the Agency's budgets

Mr Vroonland has been meeting with Mr McCabe and Mr Howarth to discuss the present software package and the Agency's future needs The general consensus is a new software package will be needed to meet our needs Its purchase will be brought before the Board

PROJECT REPORT

**ECI** - Corrective measures are taking place The debarker is not working and we are currently leasing a substitute

**Hart-Miller** - The Chesapeake Bay Foundation is doing a study on toxics in the Bay and they have reviewed the Agency's records The possibility exists that the Agency may receive some negative publicity due to the nutrient levels at the Island, despite the fact we are not required to monitor phosphorus levels Mr Perdikakis will be meeting with Will Baker from the Chesapeake Bay Foundation

**Hawkins Point** - The project is gearing up for the Allied work

**Leaf Composting** - Grass clippings are being introduced and are enhancing and accelerating the compost process

NEW BUSINESS

Montgomery County has selected MES to provide consulting services in the development of their Materials Processing Facility The contract is for \$227,000

Five Prince George's County Municipalities have requested planning and design services from MES for a Materials Recycling Facility

Mr Perdikakis met with the Mayor of Elkton during the Maryland Municipal League Meeting in Ocean City to operate their facility

A marketing person has been hired for Western Maryland

A lime stabilization proposal has been given to Salisbury

Mr Perdikakis reported to the Board that bids for the Woodstock Facility exceeded the amount allocated In order to meet the Consent Order, MES advanced the additional funds needed to proceed MES is working with MDE and DGS to secure the additional funds Mr Perdikakis requested the Board's approval of the action taken The funds have been guaranteed, but no cash has been transferred Mr Griffith made the motion to approve the advance of \$111,000 Mr Richards requested the advance be shown as a liability on the financial statement Mr Richards seconded the motion and it passed unanimously

EQUIPMENT PURCHASE

MES sent out bids for the sub-surface injection of sludge. Upon receiving the bids and low bid price quoted, it was decided to investigate the purchase by MES of an Ag-Gator for MCI and reassign the existing unit to another site. Mr. Dane Bauer was called in during this discussion and passed out to the Board a fact sheet (copy attached) and Ms. Pamela McDonagh was asked to step in to report on the bid process. Discussion was held about purchasing the equipment. At a later Board Meeting, discussion will be held about refurbishing versus trading-in the existing unit. Mr. Shubnell made the motion to purchase an Ag-Gator, it was seconded by Mr. Richards and unanimously approved by the Board.

GENERAL DISCUSSION


Mr. Griffith recommended getting some publicity on MES's accomplishments at ECI.

Mr. Perdikakis told the Board a new brochure is being prepared in time for the Maryland Association of Counties Meeting in August. Mr. Richards recommended a list of MES's accomplishments be included.

Mr. Howarth reported that Harford County paid off their FHA loan at a discount.

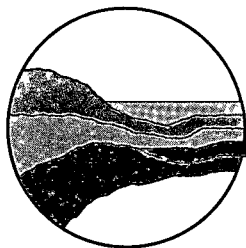
ADJOURNMENT

Mr. Richards moved that the meeting be adjourned, Mr. Griffith seconded. The meeting adjourned at 12:11 p.m. The next scheduled meeting is July 27, 1989 at 10:00 a.m.

  
\_\_\_\_\_  
Dr. R. Kenneth Barnes  
Secretary

  
\_\_\_\_\_  
George G. Perdikakis  
Director

SEAL



# Maryland Department of Natural Resources



## Maryland Environmental Service

2020 Industrial Drive  
Annapolis Maryland 21401  
(301) 974 7281

William Donald Schaefer  
*Governor*

Torrey C Brown MD  
*Secretary*

George G Perdikakis  
*Director*

### BOARD OF DIRECTORS MINUTES Meeting 89-6

July 27, 1989

LOCATION	MES Headquarters Office
TIME	10 00 a m (Scheduled) 10 04 a m (Convened)
DIRECTORS PRESENT	George G Perdikakis R Kenneth Barnes Edward A Griffith Lawrence D Shubnell Robert W Pierce James A Vroonland
OTHERS PRESENT	Sean Coleman Kenneth A Howarth Nancy Voorhees Balenske

#### APPROVAL OF MINUTES

A motion was made by Dr Barnes to approve the Minutes of June 22 1989 and seconded by Mr Griffith The motion passed and the Minutes were signed by Mr Perdikakis and Dr Barnes

#### EPA PROJECT REPORT

A written report was passed out to the attendees (copy attached) No discussion held

#### PROJECT REPORT

The Agency submitted a \$900,000 proposal to the Town of Elkton The town approved the proposal for operation and maintenance and MES expects to take over the facility September 1, 1989

Mr. Perdikakis reported to the Board that in order to make the proposal's budget cost effective MES reduced its overhead at the \$240,000 point. Mr. Perdikakis asked for the Board's approval to use this method of reducing the Agency's overhead in relation to the dollar amount of the project. Mr. Pierce made the motion and Mr. Griffith seconded it. The motion passed unanimously.

Recycling - Mr. Perdikakis informed the Board he will be traveling to Seattle, Washington to visit a pyrolysis plant. He also recently visited a recycling plant in Rhode Island.

MES has prepared a \$5 million enhancement to create a market through which to broker recyclable materials. Preliminary indications of approval have been received from Budget and the Executive Branch. A meeting was held with MPA to discuss dedicating a dock area for these materials.

Prince George's County - They have expressed a need for a recycling team and an agreement has been reached with them to market their woodchip products.

#### LEGAL REPORT

Mr. Coleman reported to the Board that the motion to dismiss Joy Reclamation's suit against the Agency was granted.

The Horn Point construction contractor's claim against MES for additional costs will be filed shortly. MES will be involving the engineer.

On June 1, 1989 a statute became effective broadening and clarifying MES's authority to hire corporate employees. There is a need to put into effect rules and regulations. Ms. Voorhees Balenske is drafting these rules and regulations.

Mr. Coleman also told the Board a summer intern is researching issues involving royalty claims to determine whether the Agency has an action against National Ecology.

#### FINANCIAL REPORT

Mr. Perdikakis and Mr. Vroonland met with Secretary Benton to report the Agency's various funds and reserves. Secretary Benton recommended the Agency return to the State \$194,000 and retain \$343,000, and discussion will be held again next year.

Mr. Howarth reviewed with the Board the 12 months' operating results (copy attached). Mr. Perdikakis suggested a comparative of Fiscal Years 1988 and 1989 be prepared and mailed with the Minutes.



Mr Howaith also reviewed the Reserve Funds (copy attached) A motion was requested to approve the Reserve Funds Dr Barnes made the motion which was seconded by Mr Shubnell The motion passed unanimously

Mr Vroonland explained the basis for the Emergency Repair Fund as a fund source if something happens to a piece of equipment This fund will be replenished by other sources

Discussion was held about the use of development funds for recycling until the proposed projects are commenced and the projects can be billed The Board recommended a \$50,000 limit A motion was made by Mr Shubnell to use \$50,000 from the Development Fund for recycling seconded by Dr Barnes and passed unanimously

#### MACO

Mr Perdikakis asked Ms Beth Schomburg to show and explain to the Board various commercial artists' renditions for the recycling poster to be on display at MACO and the layout for the new brochure Discussion was held on whether funding should come from Program Development or the operating budget A motion was made by Mr Griffith to pay for the promotional information from the operating budget, seconded by Dr Barnes and passed unanimously

#### BUDGET

Mr Vroonland reviewed the Fiscal Year 1991 Budget The budget only increased by 2% and includes the new overhead rate of 74% Mr Shubnell moved to approve the budget and as approved to be submitted to the Department seconded by Mr Pierce, and passed unanimously

#### AG-GATOR

MES looked into refurbishing the old equipment ourselves and it will only cost \$3 000 The new equipment has been purchased

#### GENERAL DISCUSSION

Mr Perdikakis told the Board additional office space has been leased for the recycling group Also an employee is being hired for customer relations

Smith Island - \$30 000 has been requested from the State to operate the facility Mr Perdikakis stated that MES will not continue to operate much longer if not paid

ECI - Repairs are continuing

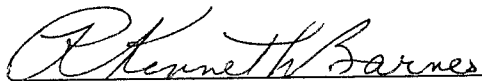
BOARD OF DIRECTORS MEETING 89-6  
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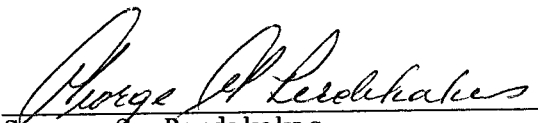
An evaluation on vehicle uses by MES was done by the Department. Several MES employees did not receive commuter mileage exemptions. Mr. Perdikakis reported he is leaving his vehicle at the office. The Board Members recommended that Mr. Perdikakis appeal that decision.

Legislative Audit - The comments received from the auditor were that estimates should be prepared for in-house jobs to then be compared with the actual costs. Also, supervisors are not checking purchases made by their employees.

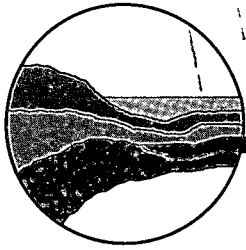
ADJOURNMENT

Dr. Barnes moved that the meeting be adjourned, Mr. Griffith seconded. The meeting adjourned at 1:00 p.m. The next scheduled meeting is August 24, 1989 at 10:00 a.m.

  
\_\_\_\_\_  
Dr. R. Kenneth Barnes  
Secretary

  
\_\_\_\_\_  
George G. Perdikakis  
Director

SEAL



# Maryland Department of Natural Resources



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Torrey C Brown MD  
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George G Perdikakis  
*Director*

### BOARD OF DIRECTORS MINUTES Meeting 89-7

August 24 1989

LOCATION	MES Headquarters Office
TIME	10 00 a m (Scheduled) 10 18 a m (Convened)
DIRECTORS PRESENT	George G Perdikakis R Kenneth Barnes Edward A Griffith Robert W Pierce James A Vroonland
OTHERS PRESENT	Sean Coleman Kenneth A Howarth Nancy Voorhees Balenske

#### APPROVAL OF MINUTES

A motion was made by Dr Barnes to approve the Minutes of July 27 1989 and seconded by Mr Griffith The motion was passed and the Minutes were signed by Mr Perdikakis and Dr Barnes

#### FINANCIAL REPORT

Mr Perdikakis reported that the audit is going well and is expected to be completed in approximately 3½ weeks

Mr Howarth reviewed the Accounts Receivable The decision was made to send letters to Morning Cheer Parkway Manor Wild World and Shellfish Seafood requesting payment in thirty (30) days or MES will terminate services Mr Perdikakis is trying to persuade EPA and the State to subsidize Smith Island

Board of Directors Minutes  
Meeting 89-7 - 8/27/89  
September 7, 1989  
Page 2

#### PROJECT REPORT

Mr Perdikakis reported that the Agency is in the process of taking over the operation of the Town of Elkton's facilities and Eastern Correctional Institute with a target date of September 30th. It is expected that the Department of Public Safety and Correctional Services will turn over their utility sites to MES next year.

MES has been asked to submit to Prince George's County a proposal to operate their leaf compost and woodchip projects. Copies of the proposal were given to the Board.

#### BROCHURE

Mr Perdikakis passed out the new brochure to the Board Members.

#### MACO

Mr Perdikakis reported that MES participation this year was very successful and well-received.

#### LEGAL REPORT

Mr Coleman informed the Board of Babcock & Wilcox's buyout of National Ecology. A brief discussion was held about the Agency's position. The Board agreed that Mr Coleman should initiate discussion with Babcock & Wilcox.

#### GENERAL DISCUSSION

Mr Vroonland showed the Board a recycling shirt which employees are purchasing.

MES will have a booth at the Maryland State Fair.

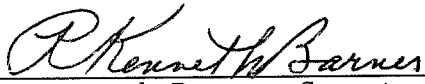
Mr Vroonland also told the Board he, Mr Perdikakis and Mr Coleman will be going to New York on September 7th to meet with BIGI to discuss the Mid-Shore bonds. A report will be given to the Board at the next meeting.

The Board was shown the new MES promotional tape. Mr Richards requested a copy to show to the Mayor's Association.

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Meeting 89-7 - 8/27/89  
September 7, 1989  
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ADJOURNMENT

The meeting adjourned at 11 55 a m      The next scheduled meeting is  
September 28 1989 at 10 00 a m

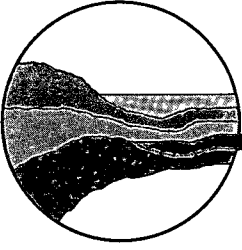


R Kenneth Barnes, Secretary



George G Perdikakis, Director

SEAL



# Maryland Department of Natural Resources



## Maryland Environmental Service

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Torrey C Brown MD  
*Secretary*

### BOARD OF DIRECTORS MINUTES Meeting 89-8

George G Perdikakis  
*Director*

September 28, 1989

LOCATION	Dorsey Run
TIME	10 00 a m (Scheduled) 10 15 a m (Convened)
DIRECTORS PRESENT	George G Perdikakis R Kenneth Barnes Edward A Griffith Edwin G Richards Robert W Pierce James A Vroonland
OTHERS PRESENT	Dane S Bauer Kenneth A Howarth Nancy Voorhees Balenske

#### APPROVAL OF MINUTES

A motion was made by Dr Barnes to approve the Minutes of August 24 1989 and seconded by Mr Griffith The motion passed The Minutes will be mailed to Dr Barnes for signature, then will be signed by Mr Perdikakis since the signature page was missing

#### FINANCIAL REPORT

The auditor's report (copy in file) was reviewed by Mr Vroonland His recommendation for the future is for the Agency to conform to government accounting principles The report generated various questions The Board was asked to review the report and any question will be addressed at the next meeting

The matter of the outstanding Accounts Receivable reviewed at the August meeting was raised Mr Perdikakis reported that a customer relations employee has been hired Mr Andy Papaminas and he has been contacting and visiting those customers who are delinquent Since the last Board Meeting, \$7 000 has been paid In the matter of Parkway Manor a thirty-day termination letter has been sent, and Mr Perdikakis wants to take steps to place a lien on the property

Mr Perdikakis has also requested a \$30 000 subsidy to aid Smith Island He will be visiting that area in November with Secretary Benton and will raise the issue of nonpayment with him

A question was raised if MES can charge interest to State agencies The answer is yes and will be checked in<sup>o</sup>

Discussion was also held about Point Lookout and the Residential Camps

Accounts Receivables will be reviewed again at the next meeting

### PROJECT REPORT

Mr Perdikakis gave a brief update on the following projects

**Hughesville** - Mr Perdikakis visited the facility to investigate its managerial operations

**Elkton** - This facility is under MES's full control

**ECI** - Work continues

**Prince George's County** - Contractual agreements are being reviewed

**Recycling** - MES is working with about 10 counties on recycling

**Mid-Shore** - Mr Richards told the Board that MES gave an excellent presentation on Phase III The Maryland Department of the Environment was also in attendance

Mr Richards also mentioned he had received a letter from Secretary Walsh addressing yard waste and leaf hauling to be included in the Counties' recycling plan He thinks this is something MES should look into

### GENERAL DISCUSSION

Mr Perdikakis reviewed legislation for 1990 Requested is a \$5 million bond bill to use as insurance to float revenue bonds and the other is a subsidy created by the State to help with marketing recyclables A meeting will be scheduled with the Governor's Office to discuss the proposals

Mr Perdikakis asked the Board if they are interested in attending the upcoming Agency management retreat The Board members in attendance expressed an interest

ADJOURNMENT

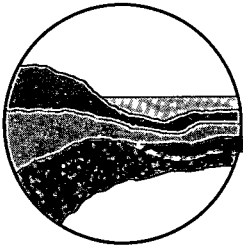
An Executive Board Meeting was called at 12 00 At the end of that meeting, a motion was made for adjournment of the Board Meeting by Mr Pierce and seconded by Mr Richards The meeting adjourned at 12 15 The next meeting has not been scheduled until the management retreat plans have been finalized

  
R Kenneth Barnes, Secretary

  
George G Perdikakis, Director

SEAL





# Maryland Department of Natural Resources



## Maryland Environmental Service

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(301) 974 7281

William Donald Schaefer  
*Governor*

Torrey C Brown MD  
*Secretary*

George G Perdikakis  
*Director*

### BOARD OF DIRECTORS MINUTES

Meeting 89-9

October 25, 1989

LOCATION	Donaldson Brown
TIME	10 00 a m (Scheduled) 10 15 a m (Convened)
DIRECTORS PRESENT	George G Perdikakis R Kenneth Barnes Edward A Griffith Edwin G Richards Robert W Pierce
OTHERS PRESENT	Dane S Bauer Robert S Tenanty Nancy Voorhees Balenske Kenneth A Howarth (joined later)

### APPROVAL OF MINUTES

A motion was made by Mr Pierce to approve the Minutes of September 28, 1989 and seconded by Mr Griffith The motion passed

### FINANCIAL REPORT

Mr Griffith opened discussion to praise Mr Papaminas' reputation and background He also asked about Mr Papaminas' collection attempts from delinquent customers Mr Perdikakis reported that because of management problems at Hughesville that Mr Papaminas' time has been spent at the facility

Mr Perdikakis brought to the Board's attention the current practice of paying for employee physicals from overhead Mr Perdikakis recommended the establishment of a separate account Dr Barnes recommended using Division of Vocational Rehabilitation State Medical Examiner for referral Mr Richards discussed his experience with Caroline County and contact with Blue Cross/Blue Shield The Agency will investigate and report back to the Board

Research will also be done to assess late charges to Customers, whether they are Corporate or State Language can be added to the Agency's invoices for net 30 days, 1%/month

The Department's Budget hearing was held with the Governor and Secretary Benton The Governor stated that money should be given to MES for design and construction Secretary Benton recommended that MES float revenue bonds and charge user fees Fred Puddester of Budget is looking into it

The proposal to float revenue bonds for the ECI well is on Secretary Benton's desk

The operating results will be shown at the next meeting

#### GENERAL DISCUSSION

Hughesville - Project will be turned over in about a week or so

Dr Barnes recommended that Dr Torrey Brown attend at least one Board meeting a year

#### DATA PROCESSING

Mr Perdikakis asked for the Board's support to hire a consultant to assess future needs and purchases Discussion was held about being able to get an unbiased view Dr Barnes recommended talking to the State's DP people Mr Richards recommended talking to the firm Cresap The motion to proceed was made by Mr Richards and seconded by Mr Griffith The motion passed

(A 10-minute break was taken at 11 20 )

#### MISCELLANEOUS

Mr Perdikakis has been named to the Governor's Recycling Task Force, and Mr Perdikakis has recommended that Mr Richards serve on behalf of the Counties

Mr Perdikakis announced Mr Vroonland's resignation, effective December 4th He will be joining Human Resources The position will be advertised

The public hearing advertisement will be placed for Mid-Shore Project

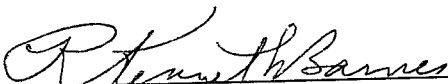
The Agency is working with Baltimore County to assess the Texas Facility in conjunction with the County's recycling plan MES will be hiring a national firm with RDF knowledge The consultant will be under contract to MES Proposals are to be returned by November 8th

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BOARD OF DIRECTORS MEETING MINUTES  
OCTOBER 25, 1989 - MEETING 89-9  
November 2, 1989  
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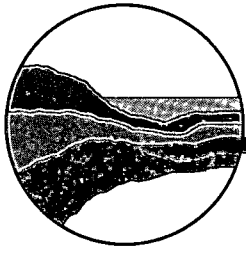
ADJOURNMENT

A motion to adjourn was made by Mr Griffith and seconded by Mr  
Pierce The meeting adjourned at 11 45

  
R Kenneth Barnes, Secretary

  
George G Perdikakis, Director

SEAL



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George G Perdikakis  
*Director*

### BOARD OF DIRECTORS MINUTES MEETING 89-10

November 21, 1989

LOCATION	2020 Industrial Drive
TIME	10 00 a m (Scheduled) 10 25 a m (Convened)
DIRECTORS PRESENT	George G Perdikakis R Kenneth Barnes Edward A Griffith Edwin G Richards James Vroonland
OTHERS PRESENT	Sean Coleman Kenneth A Howarth Nancy Voorhees Balenske

#### APPROVAL OF MINUTES

The Minutes of October 25 1989 need two corrections and will be deferred until the December meeting

Mr Coleman introduced the Agency's new legal assistant Ms Juanita Singletary to the Board

#### FINANCIAL REPORT

Mr Perdikakis briefly gave an overview of the Agency's operations with respect to new projects

Mr Howarth reviewed with the Board the financial operating results. A brief discussion was held about Data Processing operations costs and whether there is a State object code for Data Processing

MES BOARD OF DIRECTORS MINUTES  
MEETING 89-10  
November 21 1989  
Page 2

Mr Perdikakis reported to the Board the interview process for Mr Vroonland's replacement. He will be interviewing about 7 people and reduce it to 3. Mr Art Hilsenrad from State Planning and Mr Puddester from Secretary Benton's office and possibly 2 Board Members will be involved in the final interviews. He hopes to have the individual on board by December 15th. Dr Barnes wishes Mr Vroonland well and felt he complemented not duplicated Mr Perdikakis' efforts. Mr Perdikakis thanked Mr Vroonland for his contributions.

Mr Perdikakis gave the Board an update on the accounts receivables. MES has settled with Parkway Manor for \$21,700.00. Mr Perdikakis spent a day with Secretary Benton and during the visit to Smith Island he suggested to Mr Benton a \$30,000 subsidy to operate the facility. The Department of Public Safety and Corrections is still not paying on time. Mr Perdikakis has met with John O'Neill. The Department will be turning over the operations of its facilities to MES.

#### PROJECT REPORT

MES will be entering into a contract with Baltimore County to hire a consultant to look at the Baltimore County Resource Recovery Facility. Mr Perdikakis took Baltimore County representatives to look at the Montgomery County leaf composting facility.

Mr Perdikakis has met with a tire group interested in giving MES money for research. MES would assist them in building a pyrolysis plant.

MES will be taken out of the State process of capital improvements. MES will own and operate State facilities and float revenue bonds to make improvements. The State will be billed monthly.

#### REGIONAL SEWAGE MANAGEMENT STUDY

A detailed fact sheet (see attached) was passed out to the Board. The Members were contacted by telephone to approve the hiring of the consultant. Currently there is no identified source of funds. Secretary Benton's office wants the Agency to use money from the \$750,000. A formal authorization to spend \$58,652 from revenue bond proceeds was made by Dr Barnes, seconded by Mr Edwin Richards. No discussion and the motion was passed.

Mr Perdikakis reviewed with the Board the need to drill another well at ECI so that the institute will no longer be using the Monokin aquifer and the use of this water can be returned to Somerset County. On November 30th a meeting with Somerset County and State development is taking place to discuss the possibility of building a co-generation facility for Delmarva.

#### EPA PROJECTS STATUS

Mr Perdikakis touched briefly on Beltsville and negotiations to settle with Beltsville for \$200,000. At the January Board Meeting an update will be given on the remaining projects.

#### LEGAL REPORT

Mr Coleman gave the Board a report on the Agency's legal activities. A lien was placed on the Parkway Manor property and subsequently a payment agreement was reached. We have terminated our services.

An MES employee has been asked to "moonlight" for Parkway. MES will look into the matter.

A matter has also been referred to the Criminal Investigation Division of the Attorney General's Office regarding an MES employee falsifying information.

#### EMPLOYEES PHYSICALS

Mr Dane Bauer joined the meeting and reviewed his recommendation (see attached) that all field employees be required to have annual physicals including blood work and pulmonary function tests. Mr Griffith made the motion to require all field employees to have annual physicals including blood work and pulmonary function tests, Mr Richards seconded, no discussion, and the motion passed.

#### EQUIPMENT PURCHASE, BORROWING

Mr Vroonland presented to the Board in written detail (see attached) past Board approvals of equipment purchases. Discussion was held about language in paragraph 2(a) regarding the approved purchases of specific items. Dr Barnes offered a motion that the purchases be approved with the stipulation that the Director separate out future purchase items and come before the Board for approval. Mr Richards stated he would abstain from the motion to approve purchases made fourteen months ago. He later stated he would agree to purchases made since January 1, 1989. More discussion followed. The earlier motion was withdrawn and a new motion was made to borrow \$800,000 for past purchases against the \$1.62 million. Future purchases from the remaining funds will be borrowed as they are purchased. The motion passed. A formal written Resolution will be prepared for signature by the Board.

#### GENERAL DISCUSSION

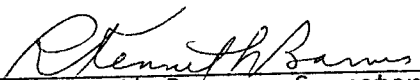
Mr Griffith complimented Mr Perdikakis on the excellent Retreat at Donaldson Brown.


The formal hearing for Mid-Shore is December 5, 1989.

MES BOARD OF DIRECTORS MINUTES  
MEETING 89-10  
November 21, 1989  
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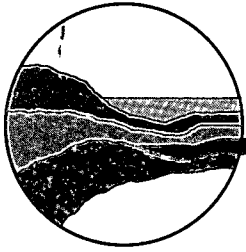
ADJOURNMENT

A motion to adjourn was made by Dr Barnes and seconded by Mr Griffith. The meeting adjourned at 12 55. The next scheduled meeting is December 21 1989.

  
R Kenneth Barnes, Secretary

  
George G Perdikakis Director

SEAL



# Maryland Department of Natural Resources



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Torrey C Brown MD  
*Secretary*

### BOARD OF DIRECTORS MINUTES MEETING 89-11

George G Perdikakis  
*Director*

December 21, 1989

LOCATION	2020 Industrial Drive
TIME	1 00 p m (Scheduled) 1 15 p m (Convened)
DIRECTORS PRESENT	George G Perdikakis R Kenneth Barnes Edward A Griffith Robert W Pierce Edwin G Richards
OTHERS PRESENT	Sean Coleman Nancy Voorhees Balenske Annette Grim Kenneth A Howarth

#### INTRODUCTORY REMARKS

Mr Perdikakis introduced to the Board the new Director of Administration and Finance, Annette Grim She is currently under contract and will begin working full-time in January Mr Perdikakis discussed the interview process Dr Barnes asked if she will be a voting member Mr Perdikakis hopes to have her appointment to the Board approved by next month

#### APPROVAL OF MINUTES

A motion was made by Dr Barnes to approve the Minutes of October 25, 1989 and November 21, 1989, and seconded by Mr Richards The motion passed and the Minutes were signed

#### PROJECT REPORT

Mr Perdikakis reviewed the status of the following Projects

Prince George's County - They have asked for assistance to extend the landfill



**Allegheny County** - They are actively seeking advice to assist in their landfill situation

**Tire Recycling** - Public funds are needed to support a project of this type. The Governor feels the State should be doing more than it is currently

**Delmarva** - The concept of using tires is being introduced and discussion held about establishing a tire reclamation project on the Eastern Shore

**Hart-Miller** - Mr. Perdikakis approved helicopter service due to the ice situation in the Bay. There may be a shortage of capacity for Contract #2

**Mid-Shore** - Mr. Richards told the Board that the hearing went extremely well. There were 30-40 in attendance and no one testified against the landfill. Mr. Perdikakis reported the finance package is being put together. The permit will be in hand by January 10th. The construction bid will be advertised by January 15th.

**Federal Penitentiary, Allegheny County** - MES is negotiating with the County to finance and operate the water and wastewater facility. A meeting is being held January 3rd. The County and a private entity are currently operating it.

**Recycling** - The Agency is preparing 7 recycling plans to meet the January 1st deadline.

**ECI** - The date of actual takeover needs to be discussed further.

#### FINANCIAL REPORT

Mr. Howarth reviewed with the Board the five months' operating results (see attached). When the December report is prepared, comparisons can be made with last year. Mr. Griffith asked about the category "Land and Structures". Construction (demolition) is included in the item.

Mr. Perdikakis wants Ms. Grim to familiarize herself with the Agency's software and hardware before any decisions about changes are made in Data Processing.

The accounts receivables was reviewed (see attached). Morning Cheer has paid current balance plus a \$1,000 each month. Smith Island will be receiving a \$30,000 subsidy. Mr. Perdikakis has talked to Elkton and they will be paying. Hughesville contract has been approved, MDE will be paying. Discussion is being held with Montgomery County about work performed by MES prior to the Contract's execution.

EMPLOYEES RECOGNITION

Mr Perdikakis wants to initiate a program to reorganize an "Employee of the Month" and an "Employee of the Year"

The Employee of the Month will receive a designated parking space and \$100 00 bond Only Regionals and down will be eligible The selection will be made by Mr Perdikakis and a plaque awarded

The "Employee of the Year" will be selected by the Board

Mr Perdikakis also has plans to meet with the field two times a year In the summer, he has plans for a cookout He asked for the Board's approval of this expenditure Mr Pierce made the motion, Dr Barnes seconded The motion passed

A report will be prepared on what each region does financially

RESOLUTION - EQUIPMENT PURCHASE, BORROWING

MES has collected about \$800,000 from customers to offset the purchase cost of equipment

A motion was made by Mr Griffith to approve the Resolution authorizing the formal ratification of prior and future purchases by MES of machinery and equipment, assignment to an internal service fund and the borrowing of moneys to finance the purchase The motion was seconded by Mr Pierce and approved by all

LEGAL REPORT

Mr Coleman advised the Board on the continuing criminal investigation and reminded the Board to complete their financial disclosure forms

Mr Pierce expressed concern about MES employees moonlighting MES trains them, if they are operating unsatisfactorily, they could jeopardize their license and, hence, their employment with MES The Board directed Mr Coleman to review and report on moonlighting and whether MES can restrict it

Mr Coleman updated the Board on the BCRRF royalty claim James Julian claim and Andrews Miller Contract


GENERAL DISCUSSION

Mr Perdikakis discussed the history of the Northeast Maryland Waste Disposal Authority and their legislation this year

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ADJOURNMENT

The meeting adjourned at 2 50 p m

  
R Kenneth Barnes, Secretary

  
George G Perdikakis, Director

SEAL