

**Maryland Department of Natural Resources**

**Maryland Environmental Service**  
2011 Commerce Park Drive  
Annapolis Maryland 21401  
(410) 974 7281

William Donald Schaefer  
*Governor*

Torrey C Brown MD  
*Secretary*

George G Perdikakis  
*Director*

**BOARD OF DIRECTORS  
MINUTES  
MEETING 93-1  
JANUARY 20, 1993**

**LOCATION**

**Maryland Environmental Service  
2011 Commerce Park Drive  
Annapolis, Maryland 21401**

**TIME**

**10 00 (Scheduled)  
10 07 (Convened)**

**DIRECTORS PRESENT**

**George G Perdikakis  
Annette Anselmi  
R Kenneth Barnes  
Edward A Griffith  
Robert W Pierce  
Edwin G Richards  
Lawrence D Shubnell**

**OTHERS PRESENT**

**Sean Coleman  
Beth Schomburg  
Kenneth Howarth  
Nancy Voorhees Balenske**

**APPROVAL OF MINUTES**

Dr Barnes made the motion to approve the Minutes of the December 18, 1992 meeting Mr Griffith seconded The Minutes were approved and signed by Ms Anselmi and Dr Barnes

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1970 - 1990*

DNR TTY for Deaf 410 974 3683

PROJECT STATUS

Ms Schomburg reported on the following

- **Elkton** - The composting operation has been suspended. An odor survey is being conducted in cooperation with MDE. All dewatered sludge is being removed to Freedom.
- **Poolesville** - Construction has been completed on engineered wetlands.
- **MCI** - Bid due date for new plant has been extended to February 11, 1993.
- **Emmitsburg** - Renovation of #2 sand filter complete. A "boil water" alert was briefly issued as a precaution January 19th and lifted after distribution system bacteriological results were negative the following day.
- **Greenridge Youth Camp** - Bids due January 21, 1993 for new water treatment plant.
- **Proposals** have been sent to the Town of Denton and City of Cambridge.
- **Poplar Island** - The Comptroller has been briefed and approval was obtained from the Board of Public Works for the wetlands license. The barges will begin to be placed February 9th.
- **14th Street** - Rehabilitation is nearly complete.
- **15th Street** - The specifications are being typed.
- **Hart-Miller Island** - 90% of trenching is complete in the North Cell and work has begun on the South Cell.
- **Days Cove** - DNR has acquired a rubble fill as part of Gunpowder State Park. DNR has asked MES to develop a Lease Agreement, oversee the operations, do the monitoring, vertical extension, and lateral expansion.

**BOARD OF DIRECTORS MEETING  
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JANUARY 20, 1993  
PAGE 3**

Ms Schomburg gave the Board the new Project Locations Map. Mr Griffith asked about the status of BCRRF and he was told proposals from BFI, Waste Management and Robert Taylor are expected the next couple of weeks.

**FINANCIAL REPORT**

Ms Anselmi reviewed the 6 months' operating results and quarterly balance sheet. Questions were addressed. MES met with Deloitte & Touche with respect to financials and reflection on balance sheet.

**GARRETT COUNTY RESOLUTION**

Mr Coleman reviewed Resolution 93-1-1R which requests approval from the Board of the form of three documents for the Garrett County Landfill: a Ground Lease, Waste Disposal Service Agreement, and the Preliminary Official Statement. Extensive discussion followed regarding the financial security of the Project, the County's commitment to reimburse the Service, and MES's overall risk regarding the project. Revisions to the three documents recommended by Mr Shubnell and Mr Richards are as follows:

- 1 Sections 3.3 and 3.7 of the Service Agreement shall be amended to reflect that the Service shall annually establish a tipping fee for the Landfill, and the tipping fee shall be imposed if the County fails to appropriate, by a date certain, an amount sufficient to cover the estimated Landfill costs (including debt service) for the upcoming fiscal year.
- 2 The County 10-Year Solid Waste Plan must be amended to direct that solid waste must be disposed of at the new Landfill, and that the County shall not prohibit the disposal of "out-of-County" waste at the Landfill if MES is operating it after County default. The POS shall be amended to reflect these requirements.
- 3 The POS shall be amended to reflect the changes set forth in paragraph 1, above.

**BOARD OF DIRECTORS MEETING  
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- 4 The Feasibility Report shall be amended to include a statement by the engineer that an initial tipping fee of approximately \$38 per ton would be required to support the total costs of the Landfill (including operations, maintenance and debt service costs) and that this tipping fee is competitive with other alternative costs of solid waste disposal in the region, particularly when waste transportation costs are included in the analysis

The motion was made by Mr Richards to approve Resolution 93-1-1R subject to the amendments above Mr Griffith seconded The motion passed unanimously The Resolution was retyped to reference changes, read to the Board, and signed

**LEGISLATIVE UPDATE**

The MES Bill establishing independence was handed out to the Board members Mr Perdikakis advised the Board that MES has taken no position regarding the merging of the Northeast Maryland Waste Disposal Authority with the Agency This does not require legislative action

Mr Pierce, Mr Shubnell, and Mr Richards advised Mr Perdikakis of their scheduled appearance before the Senate on February 1st regarding their reappointments Mr Perdikakis will accompany them

**MIDSHORE CAPITAL IMPROVEMENTS**

The Board was given a memorandum addressing MES funding of Midshore Capital Improvements (see attached) discussed at the December meeting The Board was asked to support the payment of these expenditures from MES overhead Mr Shubnell asked if documentation is sufficient for future legislative audits and Ms Anselmi responded the proper documentation has been prepared Mr Shubnell made the motion to approve the support of these expenditures using MES overhead, Mr Pierce seconded, and the motion passed unanimously

BOARD OF DIRECTORS MEETING  
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LEGAL UPDATE

Mr Coleman informed the Board of the collapse and death of a trucking company employee at Dickerson MES is cooperating with investigators

A Staff Attorney has been selected, Mr Bob Munroe He will start in early February, and Mr Coleman has plans to initially have him handle collections

Mr Coleman and Mr Perdikakis are going to Baltimore County this afternoon to prepare for another Stump Dump hearing regarding Mr Jett's request to resume operations

MES is still waiting for a decision from the Office of Administrative Hearings on the Wayne Powell termination hearing The grievance appeal has been dismissed by the Anne Arundel County Circuit Court

The Treasurer's Office is investigating the Victor Cullen well contamination claim

MES has filed an Answer in the Montgomery County auto damage lawsuits

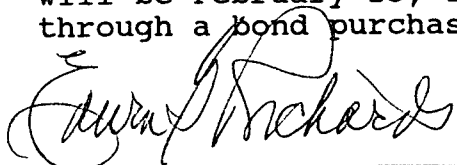
MES responded to the extent possible the Public Information Act request regarding MES activities The request was brought to the Board's attention in December

NEW BUSINESS

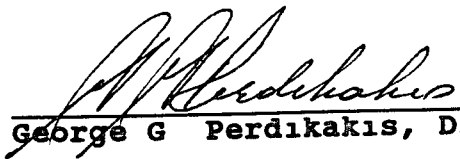
MES has received a request from the Department of Transportation for conduit financing of emissions stations

ADJOURNMENT

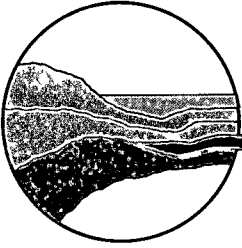
The meeting adjourned at 12 30 p m The next Board Meeting will be February 25, 1993 to approve the Garrett County financing through a bond purchase agreement



R Kenneth Barnes, Secretary



George G Perdikakis, Director



# Maryland Department of Natural Resources



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*Director*

**BOARD OF DIRECTORS  
MINUTES  
MEETING 93-2  
FEBRUARY 25, 1993**

**LOCATION** Maryland Environmental Service  
2011 Commerce Park Drive  
Annapolis, Maryland 21401

**TIME** 10 00 (Scheduled)  
10 12 (Convened)

**DIRECTORS PRESENT** George G Perdikakis  
Annette Anselmi  
Edward A Griffith  
Robert W Pierce  
Edwin G Richards  
Lawrence D Shubnell

**OTHERS PRESENT** Sean Coleman  
Beth Schomburg  
Kenneth Howarth  
Robert Munroe  
Ann Rice  
Kelly Jones

**APPROVAL OF MINUTES**

Mr Richards made the motion to approve the Minutes of the January 20, 1993 meeting Mr Pierce seconded The Minutes were approved and signed by Mr Perdikakis and Mr Richards

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PROJECT STATUS

Mr Perdikakis reported on the following

- **Garrett County** - Although the trip was canceled due to inclement weather, a conference call was held between the Commissioners and Mr Perdikakis, Ms Anselmi and Bond Counsel, Piper & Marbury. Garrett County would like to have an independent counsel review the Agreement. Mr Perdikakis would like to make his letter to Robert Fousek, the County Administrator, a part of the record of the meeting. Mr Perdikakis stated that he does not want to present the Board with a Resolution until issues have been settled. Mr Coleman felt that it was unlikely the documents would go unchanged. Mr Shubnell asked if the insurer, AMBEC, had examined the Feasibility Study. Ms Anselmi responded that they had. However, any changes in the draft Agreements would have to be sent to AMBEC for final approval.
- **Midshore** - An independent audit was performed on this Facility. The Board will be given a draft report at the next meeting.
- **BCRRF** - Mr Perdikakis informed the Board that staff is researching the feasibility of conducting a pilot study that would utilize RDF from BCRRF and produce a gas that can be sold to Bethlehem Steel.
- **Dredging** - All projects are going well and MES can potentially receive more work from MPA.
- **Days Cove Rubble Landfill** - DNR has asked MES to develop an Agreement, oversee the operations of the Landfill by a private operator, do the monitoring, vertical extension and lateral extension. Mr Perdikakis will give an update at the next Board Meeting.
- **Queen Anne's County** - The County has asked MES to develop a budget to operate the County's wastewater treatment facility. There will be a meeting on March 1st and the Board will be kept informed.

**BOARD OF DIRECTORS MEETING  
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PAGE 3**

- **Cambridge** - Mr Perdikakis has a meeting scheduled with the Town for February 25th to discuss MES operations of the Town's wastewater plant and sludge clean-up
- **Violations** for the month of December were Corporate 10 and State 1 For the month of January, there were Corporate 5 and State 0 violations

MES assisted MPA in landing a Contract with a Korean firm that is taking over Mid-Atlantic Paper The Kim Company has invited Mr Perdikakis to tour their parent company in Korea Mr Perdikakis read a letter to the Board detailing his trip and asked the Board for a Resolution approving his trip Mr Griffith made the motion to approve the trip Mr Pierce seconded The Board gave unanimous approval

Mr Perdikakis thanked Mr Ed Richards for being the best ambassador for MES Mr Perdikakis stated that he is a true supporter of MES, especially with MACO

**LEGAL UPDATE**

Mr Coleman introduced the new Staff Attorney, Mr Robert Munroe, to the Board

**OTHER UPDATES**

Mr Perdikakis will keep the Board informed of the privatization efforts

Mr Perdikakis introduced Ann Rice to the Board and thanked her for a job well done Ms Rice gave a report on expanding the marketing of ComPRO® to include television advertising In addition, Ms Rice is researching the possibility of MES bagging ComPRO® and selling to retailers The Board was shown a short film on the uses and benefits of the products

Mr Shubnell questioned the status of the tire recycling project Ms Schomburg informed the Board that 9 firms have been selected and both the financial and technical advisors have made their recommendations Ms Schomburg will keep the Board informed of the status

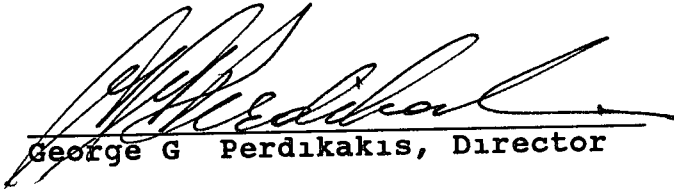


BOARD OF DIRECTORS MEETING  
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PAGE 4

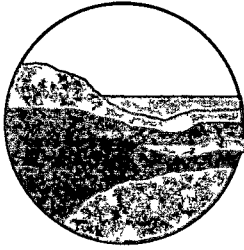
ADJOURNMENT

The meeting adjourned at 11 31 a m    The next Board Meeting  
will be March 25, 1993

  
\_\_\_\_\_  
R Kenneth Barnes, Secretary

  
\_\_\_\_\_  
George G Perdikakis, Director

SEAL



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**BOARD OF DIRECTORS  
MINUTES  
MEETING 93-3  
MARCH 25, 1993**

**LOCATION** Maryland Environmental Service  
2011 Commerce Park Drive  
Annapolis, Maryland 21401

**TIME** 10 00 (Scheduled)  
10 08 (Convened)

**DIRECTORS PRESENT** George G Perdikakis  
Annette Anselmi  
R Kenneth Barnes  
Edward A Griffith  
Robert W Pierce  
Edwin G Richards  
Lawrence D Shubnell

**OTHERS PRESENT** Kenneth Howarth  
Nancy Voorhees Balenske  
Chris Bushman, State Forest & Park Service

**APPROVAL OF MINUTES**

Dr Barnes made the motion to approve the Minutes of the February 25, 1993 meeting Mr Pierce seconded The Minutes were approved and signed by Mr Perdikakis and Dr Barnes

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BOARD OF DIRECTORS MEETING  
MEETING 93-3  
MARCH 25, 1993  
PAGE 2

LEGISLATION

Mr Perdikakis advised the Board of the status of the MES Legislation in the Senate and House of Delegates The Bill passed the House 126-3 and was in second reader in the Senate

PROJECT STATUS

Mr Perdikakis reported on the following

- **Midshore** - Due to excessive amounts of leachate caused by rain and snow, a leachate pretreatment system is being studied
- **Greensboro** - MES is working closely with the Town to meet conditions of their Consent Order
- **Violations** for the month of January were Corporate 8, and State 1, for the month of February Corporate 7, State 0
- **Prince George's Yard Waste Projects** - Mr Perdikakis and Ms Anselmi reviewed with the members the dismissal of 2 employees for various infractions The County was advised and appreciated the Agency's quick response

REQUEST FOR PROGRAM DEVELOPMENT FUNDS

Mr Perdikakis received a request from Dr Torrey C Brown for MES's financial support of Forest and Park Service's "Trash-Free Parks Program" Mr Chris Bushman of the Forest and Park Service gave a presentation and requested \$30,000 to provide bags for this year's Program Discussion followed Mr Shubnell recommended approaching companies who generate picnic products to fund future endeavors Mr Griffith made the motion to provide \$30,000 to Forest and Park Service for purchase of the first year's supply of bags and to pursue Mr Shubnell's recommendation The motion passed unanimously

FINANCIAL REPORT

Ms Anselmi reviewed the eight (8) months' operating results Questions were addressed

BOARD OF DIRECTORS MEETING  
MEETING 93-3  
MARCH 25, 1993  
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#### EQUIPMENT RESOLUTION

Ms Anselmi introduced Resolution 93-3-1R to the Board. The Resolution authorizes the purchase and financing of certain machinery and equipment for the Baltimore County Yard Waste Composting and Midshore Landfill projects. Mr Richards asked the interest rate and Ms Anselmi provided the information after the meeting (see attached). Mr Griffith made the motion to accept the Resolution, Mr Pierce seconded and the motion passed unanimously.

#### SPECIAL REQUEST

Ms Anselmi handed out for review by the Board a "Special Request-Employee Loan". The employee sent a written request to Mr Perdikakis for relocation housing assistance from Baltimore to the Eastern Shore. Questions were answered regarding status of current leave account, precedence, employee's job performance and performance of a credit check. The Board expressed support of the Agency establishing a Relocation Assistance Program with the following guidelines: Execution of loan agreement, term of loan not to exceed 3 years, and may be applied for when an employee relocates at the request of MES. Mr Shubnell made the motion to approve the Employee Loan pursuant to the above guidelines, Dr Barnes seconded and the motion passed unanimously.

#### GARRETT COUNTY UPDATE

Ms Anselmi reported to the Board the meeting with the County and their attorney, Warren Rich whom was hired to do an independent evaluation. A new set of documents is being created with changes to the Service Agreement and Ground Lease. Ms Anselmi reviewed the changes, however none of the changes will affect our dealings with AMBAC. To date, the County has not been advised of Mr Rich's comments.

#### LEGAL UPDATE

The legal update will be delayed until April's meeting.

#### NEW BUSINESS

MES is working with the City of Cambridge on an Operations and Maintenance and shellfish pond cleaning proposal.

BOARD OF DIRECTORS MEETING  
MEETING 93-3  
MARCH 25, 1993  
PAGE 4

GENERAL DISCUSSION

Mr Perdikakis highlighted for the Board certain components of the MES Bill and the various amendments worked on with the House Questions were addressed regarding transition A transition analysis will be given to the Board Task Forces may be formed with Board representation and outside assistance may be needed to ease transition

Ms Anselmi passed out a draft of items to be included for the Banking Services Request For Proposal for the Board to review and comment

ADJOURNMENT

The meeting adjourned at 12 50 p m The next Board Meeting will be April 22, 1993

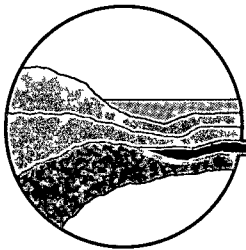
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R Kenneth Barnes, Secretary

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George G Perdikakis, Director

SEAL



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**BOARD OF DIRECTORS  
MINUTES  
MEETING 93-4  
APRIL 22, 1993**

**LOCATION** Maryland Environmental Service  
2011 Commerce Park Drive  
Annapolis, Maryland 21401

**TIME** 10 00 (Scheduled)  
10 20 (Convened)

**DIRECTORS PRESENT** George G Perdikakis  
Annette Anselmi  
R Kenneth Barnes  
Edward A Griffith  
Edwin G Richards

**OTHERS PRESENT** Sean Coleman  
Beth Schomburg  
Nancy Voorhees Balenske  
Ed Golas

**APPROVAL OF MINUTES**

Dr Barnes made the motion to approve the Minutes of the March 25, 1993 meeting Mr Griffith seconded The Minutes were approved and signed by Mr Perdikakis and Dr Barnes

**PROJECT STATUS**

Mr Perdikakis reported on the following

- **Midshore** - Due to excessive amounts of leachate caused by rain, the Service is investigating leachate treatment alternatives Dirt is being purchased to reduce costs for the Easton Landfill

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**BOARD OF DIRECTORS MINUTES**

**MEETING 93-4**

**APRIL 22, 1993**

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- **Marlboro Meadows** - A number of elected officials from P G County have approached the Agency regarding problems with the water system and the possibility of MES purchasing and operating the system WSSC said that they would not have a problem with the concept
- **Poplar Island** - On April 29th, more barges will be placed to protect the Island The media has been invited
- **Hawkins Point** - Preclosure activities are ongoing for closure this summer
- **Baltimore County** - A presentation will be given by Ms Anselmi and Mr Tom Sprehe at the next meeting regarding the various activities
- **Hart-Miller Island** - The new boat for ferry service has been built, tested, and delivered Mr Perdikakis credited Mr Lee Zeni on the excellent job he has done
- **Violations** for the month of March were Corporate 18 and State 5 Mr Perdikakis congratulated the O&M staff for keeping violations down even though it was an incredibly rainy month
- **Prince George's Yard Waste** - Mr Perdikakis is meeting with a candidate for the Operations Manager position
- **Garrett County** - The County has basically accepted the revisions to the documents and they will be sent to AMBAC for review and approval Ms Anselmi anticipates the bond sale will be towards the end of May Mr Perdikakis thanked the Board for raising various concerns and questions
- **City of Cambridge** - The City has accepted a proposal to operate and maintain their wastewater utility system The cost of the Contract is approximately \$700,000
- **Leonardtwn** - The Town has accepted a proposal to evaluate the components and operation of the wastewater treatment utility serving the Town
- **Queen Anne's County** - A proposal has been drafted to operate 2 wastewater treatment plants and 11 water treatment plants

- **Tire Recycling** - A meeting has been scheduled to brief the Governor. The Advisory Committee will make final recommendations on the firms to become part of the Scrap Tire Recycling System on April 27th. The recommendation will be presented to the Board of Public Works.

#### LEGISLATIVE WRAP-UP

MES requested the Governor sign House Bill 1580 and it may be on the list for consideration Monday, April 26th, Mr. Perdikakis will advise the Board as soon as we know. Mr. Perdikakis reviewed various components of the Bill and issues which will need to be addressed regarding the employees and their benefits. A group will be appointed to explain the Bill to the employees.

Mr. Griffith made a motion to congratulate Mr. Perdikakis, Mr. Coleman, and Ms. Schomburg on the time and work invested getting the legislation passed. Mr. Perdikakis added the work of MES employees and the Board of Directors, and a personal thank you to Mr. Richards for garnering MACO's endorsement of the Bill. Mr. Richards seconded and the motion carried.

#### COMPUTER SYSTEM UPDATE

Ms. Anselmi handed out and reviewed with the Board the J. D. Edwards Software Implementation Update (see attached).

#### FINANCIAL REPORT

Ms. Anselmi reviewed the nine (9) months operating results and addressed questions.

She advised the Board they will be receiving within the next two weeks ideas for the use of retained earnings for the end of 1993.

The quarterly balance sheet will be sent with the Minutes.



LEGAL UPDATE

Mr Coleman reported on the following

- Depositions are scheduled for April 23rd in regards to the FETCO lawsuit After they are completed, a determination will be made whether to pursue settlement discussions
- MES is working closely with Bond Counsel and Warren Rich, Esquire, on redrafting the Garrett County documents
- There are no new lawsuits The District Court cases against Montgomery County are proceeding There is very little likelihood of any judgments against the Agency
- An employee driving a sludge vehicle was arrested for DWI and MES has initiated charges for removal and the employee has been suspended without pay

GENERAL DISCUSSION

Mr Richards thanked Mr Perdikakis for setting up a meeting with Mr Robert Perciasepe to facilitate discussions between his County and the Department

Mr Perdikakis announced with deep regret the submittal of Dr Barnes' resignation from the Board to fully enjoy his retirement Mr Perdikakis expressed his gratitude for his services and contributions preceding and during his tenure as Director, and wished him a healthy retirement He has asked Dr Barnes to revise his resignation letter from June 30th to July 31st

Mr Perdikakis also advised the Board that after the Bill signing, he would like to meet with the Governor and discuss the transition of the Agency and establishment of a transition team

BOARD OF DIRECTORS MINUTES  
MEETING 93-4  
APRIL 22, 1993  
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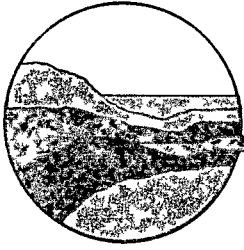
ADJOURNMENT

The meeting adjourned at 11 45 a m    The next Board Meeting  
will be May 27, 1993

  
\_\_\_\_\_  
R Kenneth Barnes, Secretary

\_\_\_\_\_  
George G Perdikakis, Director

SEAL



# Maryland Department of Natural Resources

## Maryland Environmental Service

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**BOARD OF DIRECTORS  
MINUTES  
MEETING 93-5  
MAY 27, 1993**

**LOCATION** Maryland Environmental Service  
2011 Commerce Park Drive  
Annapolis, Maryland 21401

**TIME** 10 00 (Scheduled)  
10 15 (Convened)

**DIRECTORS PRESENT** George G Perdikakis  
Annette Anselmi  
R Kenneth Barnes  
Edward A Griffith  
Robert W Pierce  
Lawrence D Shubnell

**OTHERS PRESENT** Sean Coleman  
Beth Schomburg  
Nancy Voorhees Balenske  
Kenneth Howarth  
Jim Haywood  
Stewart Diana, Esq , Piper & Marbury

### APPROVAL OF MINUTES

Mr Griffith made the motion to approve the Minutes of the April 22, 1993 meeting Dr Barnes seconded The Minutes were approved and signed by Mr Perdikakis and Dr Barnes

### PROJECT STATUS

Mr Perdikakis reported on the following

- **Town of Elkton** - The Town voted May 26, 1993 to not renew its contract with MES

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**BOARD OF DIRECTORS MINUTES**

**MEETING 93-5**

**MAY 27, 1993**

**Page 2**

- **Cambridge** - The City has accepted MES's proposal to operate and maintain the City's wastewater utility system MES operations will begin June 30th
- **Greensboro** - MES stepped in and resolved their problems to satisfy a Consent Order
- **ECI** - The prison and Co-Gen water conservation programs have been successful in reducing the demand and flow to the wastewater treatment plant MES has requested a letter from DPSC regarding the retainage of \$200,000 on behalf of DPSC
- **Poolesville** - MES met with officials to discuss the upcoming budget
- **Poplar Hill** - Construction of the new water plant began April 16 1993
- **Midshore Regional Landfill** - George, Miles & Buhr completed engineering evaluation to determine the feasibility of leachate treatment options The procurement process for A/E firm to design Cell #2 has been started The Midshore Recycling Consolidation Program's opening is May 27, 1993
- **MCI** - The A/E has completed the modifications to the wastewater treatment plant construction documents and the new bid date is June 29, 1993
- **Proposals** have been sent to Queen Anne's County (\$1 8), New Town (\$13,000), Fort Ritchie (\$107,855), and Marlboro Meadows (\$4,986) MES has been asked by P G County to buy the existing Marlboro Meadows' plant, upgrade, and operate
- **Coca Cola** - A meeting is scheduled for May 28th with Howard County to discuss treatment of the plant's effluent
- **Violations** for the month of **March** were Corporate 18 and State 5 Preliminary violations for **April** were Corporate 17 and State 0
- **Prince George's Yard Waste** - Interviews are continuing for the Operations Manager position

GARRETT COUNTY RESOLUTION

Ms Anselmi advised the Board the County has executed all documents and is ready to move forward with the bond sale and project

Mr Coleman reviewed the minor revisions made to the Waste Disposal Service Agreement and to the Ground Lease Questions were addressed by Ms Anselmi, Mr Coleman, and Mr Diana Mr Perdikakis stated that MES would analyze its liability coverage and research and analyze obtaining additional insurance coverage Ms Anselmi informed the Board the POS will be mailed to them on June 3, 1993 and reviewed the bond sale schedule Mr Perdikakis introduced Resolution No 93-05-1R authorizing the issuance, sale and delivery by MES of revenue bonds for the Garrett County, Maryland Landfill and approving various documents Dr Barnes made the motion to accept the Resolution and Mr Pierce seconded The motion passed unanimously

Mr Perdikakis continued his Project Update and asked Ms Schomburg to brief the Board on the Maryland Scrap and Tire Recycling System Ms Schomburg reviewed the Scrap Tire Advisory Committee Tasks, the 5 firms recommended to participate in the System, and the Committee's recommendations to MES Mr Perdikakis expressed his pride for the work of the MES staff and its handling of their tasks and responsibilities

- **MPA** - Mr Perdikakis is going to ask Mr Zeni to put together a presentation on MES's role on behalf of MPA
- **Baltimore County** - The budget passed May 26th A presentation will be made at the next meeting

Mr Perdikakis passed out to the members a draft of a letter to be sent to the Town of Elkton closing out our contract with them

FINANCIAL REPORT

Ms Anselmi reviewed the ten (10) months operating results, equipment funds, and balance sheet She also advised the Board that with the assistance of Staff Attorney, Bob Munroe, a format for collections has been established

BOARD OF DIRECTORS MINUTES  
MEETING 93-5  
MAY 27, 1993  
Page 4

TRANSITION UPDATE

Mr Perdikakis asked that a Board working session be scheduled to discuss MES's transition. The meeting will be held June 8th. Members will be informed of the time and place.

LEGAL UPDATE

Mr Coleman informed the Board that most of his attention has been focused on Garrett County and the transition which has already been discussed.

He is also working on the FETCO contract dispute. Depositions have been taken and a trial date is scheduled for the end of June. If settlement is not reached, a postponement may be requested.

Collection efforts are underway. Mr Munroe has sent out demand letters.

Wayne Powell has filed an appeal in Circuit Court and a complaint with the Human Relations Committee.

No action has been taken against MES by the Western Branch employees who were fired.

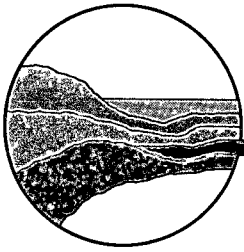
ADJOURNMENT

The meeting adjourned at 12 03 p m. The next Board Meeting is June 24, 1993.

R Kenneth Barnes, Secretary

George G Perdikakis, Director

SEAL



# Maryland Department of Natural Resources



**Maryland Environmental Service**  
2011 Commerce Park Drive  
Annapolis Maryland 21401  
(410) 974 7281

William Donald Schaefer  
*Governor*

Torrey C Brown MD  
*Secretary*

George G Perdikakis  
*Director*

**BOARD OF DIRECTORS  
MINUTES  
MEETING 93-6  
JUNE 24, 1993**

**LOCATION** Maryland Environmental Service  
2011 Commerce Park Drive  
Annapolis, Maryland 21401

**TIME** 10 00 (Scheduled)  
10 15 (Convened)

**DIRECTORS PRESENT** George G Perdikakis  
Annette Anselmi  
R Kenneth Barnes  
Edward A Griffith  
Robert W Pierce  
Lawrence D Shubnell

**OTHERS PRESENT** Sean Coleman  
Beth Schomburg  
Kenneth Howarth  
Michael Wojton  
Lee Zeni  
Dr Torrey Brown  
John Griffin

**APPROVAL OF MINUTES**

Mr Griffith made the motion to approve the Minutes of the May 27, 1993 meeting Dr Barnes seconded The Minutes were approved and signed by Mr Perdikakis and Dr Barnes

**GENERAL DISCUSSION**

Mr Perdikakis stated that this is the last Board Meeting under the Department of Natural Resources All members must be reappointed The two new members must be from the public sector

*Twenty Years of Service to the Citizens of Maryland  
1970 - 1990*

DNR TTY for Deaf 410 974 3683

**BOARD OF DIRECTORS MINUTES  
MEETING 93-6  
JUNE 24, 1993  
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The composition of the Board must be re-examined The Board needs to play a more active role

The Board members recounted the changing role of the Board throughout the years

Mr Perdikakis acknowledged that if it wasn't for DNR, MES would have never survived

Dr Brown has been very supportive John Griffin has truly been asset MES will still work closely with DNR

Mr Perdikakis plans to meet with the Governor to discuss the Agency

**PROJECT STATUS**

Mr Perdikakis reported on the following

**Town of Elkton** - The Contract expires June 30, 1993

**Cambridge** - Ready to begin operations July 1, 1993

**Poolesville** - The Contract was signed

**Midshore Regional Landfill** - Operations are proceeding smoothly

**MCI** - Bid Opening on July 13, 1993

**Howard County** - Signed Memorandum of Understanding with the County to design, construct and operate the Coca Cola Project This is a major project

**Horn Point** - Considering possibility of connecting into Cambridge

**Marlboro Meadows** - Recently had meeting with P G County to discuss possible operation, ownership and managing Capital Improvements Project to correct deficiencies at water plant

**Fort Ritchie** - Will call next week to see if proposal has been accepted



**BOARD OF DIRECTORS MINUTES**  
**MEETING 93-6**  
**JUNE 24, 1993**  
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**Garrett County** - Bond transaction took place Good week in market good sale for Garrett County County paid MES \$240,000 that it owed Mr Perdikakis thanked the staff for their efforts on this Project

**14th Street** - Change Orders were approved by the Board of Public Works

**Nicholson Landfill** - Kent County has requested MES's assistance in closure/capping of former Nicholson Landfill

**Somerset County** - Preliminary design for landfill completed, to be sent to MDE for review and approval the week of June 28th

Dr Brown and John Griffin joined the meeting Mr Perdikakis stated that this will be the last meeting under DNR

He expressed sincere gratitude for the support from Dr Brown and John Griffin

Mr Perdikakis asked the Board to pass a Resolution thanking DNR for their support

Mr Griffith made the motion to thank Dr Brown and DNR for their help and support, Mr Pierce seconded The motion passed unanimously

After July 1, Mr Shubnell would like to see an Organization Chart Mr Shubnell said it would be useful to do a profile on client base, where money is coming from, and from which Division He suggested we work up guidelines and set performance targets which would indicate our financial strength and permit an independent MS credit rating

**FINANCIAL REPORT**

Ms Anselmi reviewed the 11-month operating results, equipment funds, and balance sheet (see attached)

TRANSITION UPDATE

Beth Schomburg briefed the Board on the progress to-date. She presented a fact sheet to be given to all employees briefing them on the transition. Sean Coleman suggested two changes. A motion was made by Dr. Barnes to send the fact sheet as changed, the motion was seconded by Mr. Pierce. The motion passed unanimously.

LEGAL UPDATE

Mr. Coleman reported that the Fling lawsuit was settled for \$20,000.

MPA PROJECT PRESENTATION

Lee Zeni reported on the various projects that MES is working on for the Maryland Port Administration.

Michael Wojton briefed the Board on the Laboratory bids. Mr. Pierce made a motion to accept the Report, Mr. Griffith seconded. The motion passed unanimously.

GENERAL DISCUSSION

Mr. Griffith shared with the Board members an article on Scrap Tires which recently appeared in The New Yorker magazine.

ADJOURNMENT

The meeting adjourned at 12:30 p.m. The next Board Meeting is July 29, 1993.

  
R. Kenneth Barnes, Secretary

  
George G. Perdikakis, Director



**BOARD OF DIRECTORS  
MINUTES  
MEETING 93-7  
JULY 29, 1993**

**LOCATION** Maryland Environmental Service  
2011 Commerce Park Drive  
Annapolis, Maryland 21401

**TIME** 10 00 (Scheduled)  
10 06 (Convened)

**DIRECTORS PRESENT** George G Perdikakis  
Annette Anselmi  
R Kenneth Barnes  
Edward A Griffith  
Robert W Pierce  
Lawrence D Shubnell

**OTHERS PRESENT** Carolyn D Davis  
Sean Coleman  
Beth Schomburg  
Kenneth Howarth  
Nancy Voorhees Balenske

**INTRODUCTION**

Mr Perdikakis introduced to the members Ms Carolyn D Davis, Assistant Secretary of the Department of Natural Resources Mr Perdikakis welcomed Ms Davis as a recommended, but not formally appointed, member of the Board

**APPROVAL OF MINUTES**

Dr Barnes made the motion to approve the Minutes of the June 24, 1993 meeting Mr Pierce seconded The Minutes were approved and signed by Mr Perdikakis and Dr Barnes

OPENING REMARKS

Mr Perdikakis noted this occasion as the first meeting as an independent agency, and thanked the Board for their support. The Personnel Regulations have been drafted and distributed to the Program Directors. They will be given to the Board in mid-August. The Procurement Regulations have also been drafted.

Mr Perdikakis noted this meeting as being Dr Barnes' last as a Board Member. He expressed his gratitude and wished Dr Barnes the best of luck and good health. He presented to Dr Barnes, a Maryland Manual and a proclamation from the Governor for his many years of outstanding service. A plaque is also being prepared to be given to him from MES at a later date. Mr Shubnell and Mr Griffith also expressed their gratitude for his support and service. Dr Barnes complimented Mr Perdikakis on his leadership of the Agency. Mr Shubnell suggested Dr Barnes be named Board Member Emeritus. Mr Griffith made the motion to honor Dr Barnes as a Board Member Emeritus. Mr Pierce seconded the motion and it was approved unanimously.

PROJECT STATUS

Mr Perdikakis reported on the following

- **Howard County** - Signed Memorandum of Understanding with the County to design, construct and operate a wastewater treatment facility to serve a new Coca Cola bottling plant
- **Pencor** - Signed an Agreement for engineering services for the design and construction of a water and wastewater treatment plant serving Pencor's de-inking plant
- **Cambridge** - Operations began July 1, 1993. A meeting with the community is scheduled for August 5, 1993
- **MCI** - The bids were opened and the low bid is \$5.04 million which is within the revised budget
- **Elkton** - Contract close-out is ongoing
- **Marlboro Meadows** - Met with Prince George's County to discuss possible operation, ownership and managing the Capital Improvement Project to correct deficiencies at the water plant. Mr Perdikakis asked Mr Coleman to call the Prince George's County Administration to check on the status of the proposed project

**BOARD OF DIRECTORS MINUTES  
MEETING 93-7  
JULY 29, 1993  
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- **Proposals** were sent to Queen Anne's County and Bainbridge
- **Wastewater Violations** for the month of June were 9 Corporate, 5 State
- **Midshore** - Closure of the Easton Landfill is proceeding
- **Hawkins Point** - Bids for the closure of Area 5 are due 8/2
- **P G County Yard Waste** - Operations are proceeding and Mr Perdikakis is pleased with the new Operations Manager
- **Montgomery County Yard Waste** - Operations are proceeding well
- **Garrett County Landfill** - Construction is underway
- **Allegany County** - Bids are due August 11th for A/E services to design the rubble landfill
- **Kent County** - A proposal has been developed to assist the County in obtaining financing and construction management during closure/capping of former Nicholson Landfill
- **Tire Recycling** - The Advisory Committee is scheduled to appear before the Board of Public Works August 11, 1993 for final approval of Scrap Tire Recycling System
- **Baltimore County Resource Recovery Facility** - Operations costs have been reduced to \$5 75/ton MES is currently rehabilitating the transfer trailers

**FINANCIAL REPORT**

Ms Anselmi reviewed the preliminary 12-month operating results

Mr Perdikakis and Ms Anselmi also discussed with the Board the efforts to better define the cost recovery system and advised the Board of their meeting with Mr Fred Puddester addressing the year's unearned revenue and billing State agencies a 1/12 in advance A letter is expected next week agreeing to MES retaining \$100,000 of the unearned revenues and billing State agencies the advance Mr Perdikakis also advised the Board that MES will be reporting to the Board of Public Works certain contract awards

**BOARD OF DIRECTORS MINUTES**  
**MEETING 93-7**  
**JULY 29, 1993**  
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Mr Shubnell requested a meeting to discuss the objectives of the financial statements. In response, Mr Perdikakis outlined his plan to form advisory groups within the Board. There would be financial, human resources, and technical advisory groups and an advisory group to the Chairman.

Mr Perdikakis announced the resignation of Ms Anselmi. She will remain in a part-time position to handle certain Agency financial transactions and remain with the Board in another capacity. Mr Perdikakis' recommendation is to split the responsibilities of the existing position of Director of Administration and Finance. Ms Beth Schomburg would be Acting Chief of Administration and Mr Kenneth Howarth, Acting Chief Financial Officer. Mr Perdikakis reviewed with the Board Ms Anselmi's contributions to MES and his regret at her departure.

Mr Robert Pierce made the motion to support the restructuring, Mr Griffith seconded and the motion passed unanimously. Mr Pierce recommended salary increases for these individuals and Mr Perdikakis stated he would consider the recommendation.

**RESOLUTIONS**

Mr Perdikakis left the meeting at this time so that the Board could discuss two Resolutions before them.

Ms Anselmi introduced the Executive Salary Resolution (93-7-2R) which would increase Mr Perdikakis' salary consistent with the Governor's Executive Pay Plan salary increases. Mr Shubnell made the motion to approve the annual salary and Dr Barnes seconded. The Resolution passed unanimously and was signed by Ms Anselmi, Dr Barnes and Mr Griffith.

The second Resolution (93-7-3R) introduced by Ms Anselmi provided for the purchase of a vehicle for the Director's use. Discussion was held regarding the definition of personal use and the type of vehicle to be purchased. Mr Shubnell suggested the changes to the Resolution addressing these issues. The changes were made and a motion was made by Mr Shubnell to adopt the Resolution as amended. Mr Pierce seconded. The motion passed unanimously and was signed by Ms Anselmi, Dr Barnes and Mr Griffith.

Mr Shubnell made the motion to adopt Resolution 93-7-1R to finance and purchase 24 new Corporate vehicles. Dr Barnes seconded and the motion passed unanimously.

TRANSITION

Mr Perdikakis told the Board the Personnel and Procurement Regulations will be submitted to AELR Committee and an insurance analysis will be done by a consultant Mr Shubnell requested information on the Board's restructuring and Dr Barnes asked if a fee for Board Members services is being established Mr Perdikakis said a per diem fee is being studied

LEGAL UPDATE

Mr Perdikakis' Project Status report addressed some of the projects which have been occupying Mr Coleman's time Mr Coleman informed the Board of a claim filed by the estate of the woman who died at Dickerson This claim has been sent to the Treasurer's Office, who will take the lead on it

A potential claim may be forthcoming from the P G County Composting Facility employee who was fired The claim would pertain to the withholding of monies from his last paycheck

NEW BUSINESS

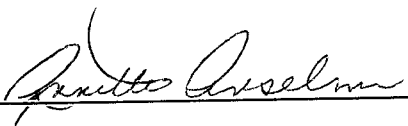
Mr Perdikakis informed the Board an agreement has been made with WSSC to bag and market ComPRO® Mr Perdikakis handed out the proposal for the members to review There will be the opportunity to discuss and vote prior to finalizing

GENERAL DISCUSSION

Mr Perdikakis apologized to Dr Barnes for not having the plaque ready to give to him today, but will deliver when it is ready

ADJOURNMENT

The meeting adjourned at 12 17 p m The next Board Meeting is August 26, 1993

  
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George G Perdikakis, Director



**BOARD OF DIRECTORS  
MINUTES  
MEETING 93-8  
AUGUST 26, 1993**

**LOCATION:** Maryland Environmental Service  
2011 Commerce Park Drive  
Annapolis, Maryland 21401

**TIME:** 10:00 (Scheduled)  
10:08 (Convened)

**DIRECTORS PRESENT:** George G. Perdikakis  
Annette Anselmi  
Edward A. Griffith  
Robert W. Pierce  
Edwin G. Richards  
Lawrence D. Shubnell  
Carolyn D. Davis

**OTHERS PRESENT:** Sean Coleman  
Beth Schomburg  
Kenneth Howarth  
Nancy Voorhees Balenske  
Robert Munroe (joined meeting later)

**INTRODUCTION**

Mr. Perdikakis announced Ms. Davis' appointment to the Board.

**APPROVAL OF MINUTES**

Mr. Pierce made the motion to approve the Minutes of the July 29, 1993 meeting. Ms. Davis seconded. The Minutes were approved and signed by Mr. Perdikakis and Ms. Anselmi, who was designated as Acting Secretary.



**PROJECT STATUS**

Mr. Perdikakis reported on the following:

- **Dorchester/Somerset Counties** - A meeting is being held next week to discuss a joint solid waste project for these counties.
- **Baltimore City** - Mr. Perdikakis received a call from the Mayor about MES getting involved with the medical waste incinerator. Mr. Perdikakis told the Board that if the hospital association participates, MES is interested in being involved.
- **Coca Cola** - A meeting was held between the Howard County Executive, Mark Wasserman, and Coca Cola executives. There are funding issues which need to be resolved.
- **City of Cambridge** - The facility has some technical problems. MES met with citizens to discuss plans and problems. Meetings will continue.
- **Freedom District** - Half of the plant is operating. Waste will be introduced to the new side in the next 2 to 3 weeks.
- **Western Maryland** - MES has drafted a proposal to operate 36 facilities for approximately \$2.0 million.
- **Wastewater Violations** for the month of July were 4 Corporate, 1 State.

**TRANSITION UPDATE**

Mr. Perdikakis discussed the morale of the Agency. He informed the Board of the State's system of granting increments depending on the time of year you are hired. He also informed the Board of those employees who do not receive and have not received increments because they have reached the top of their grade. Discussion was held between the members about granting employees an adjustment to the pay scale and various methods of doing it. Mr. Perdikakis asked Mr. Shubnell to chair a salary and revenue sharing task group to research the action and report the impact to the Agency.

**BOARD OF DIRECTORS MINUTES**  
**MEETING 93-8**  
**AUGUST 26, 1993**  
**Page 3**

Mr. Perdikakis also asked for the formation of a subcommittee to deal with human resources issues. Ms. Davis will chair and Mr. Richards, Ms. Schomburg, and Ms. Jewel White will complete the subcommittee.

Mr. Coleman at Mr. Perdikakis' request handed out draft confidential copies of the proposed Personnel Regulations. Mr. Coleman reviewed the draft with the members. The policies have also been drafted and Mr. Perdikakis thanked Mr. Coleman for his work on the Regulations and policy. A working session will be scheduled to discuss the draft.

**FINANCIAL REPORT**

Ms. Anselmi reviewed the one month's operating results.

Ms. Anselmi told the Board MES is looking into a Master Lease Program and establishing its own credit line.

MES has pre-billed its State customers for September.

Mr. Perdikakis announced the formation of a group led by Mr. John Griffin, Mr. Fred Puddester, and Ms. Schomburg to review the compensation of Board members. Ms. Anselmi and Ms. Davis will complete the group.

**LEGAL UPDATE**

A major portion of the Mr. Coleman's time has been spent on the Personnel Regulations and negotiations with Coca Cola.

Mr. Coleman advised the Board of the extension of the Bond Counsel Contract to October 15, 1993. An RFP will be issued shortly. Mr. Perdikakis will appoint a selection committee.

Mr. Coleman reviewed with the Board Resolution 93-08-1R, Intent to Finance the Deep Run Wastewater Treatment Facility. The Resolution evidences the Board's intent to reimburse the Service's expenditures from the debt proceeds. Mr. Shubnell made the motion to approve the Resolution and Mr. Richards seconded. The Resolution passed unanimously.

NEW BUSINESS

Mr. Robert Munroe, Staff Attorney, reviewed for the Board the collection procedures established for delinquent accounts. Preliminary research is done, then a Demand Letter is sent, and finally, court action is instituted. To date, 10 cases have been referred to Mr. Munroe for collection.

GENERAL DISCUSSION

Mr. Perdikakis thanked the Board for approval at the last meeting of the purchase of a car. MES purchased a Ford Crown Victoria for Mr. Perdikakis' use. Mr. Perdikakis informed the Board that he purchased additional insurance. Mr. Griffith made a motion that Mr. Perdikakis keep records of the car's use as the law dictates, Mr. Pierce seconded, and the Board approved the motion.

ADJOURNMENT

The meeting adjourned at 12:25 p.m. The next Board Meeting is September 23, 1993.

  
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George G. Perdikakis, Director

SEAL



**BOARD OF DIRECTORS  
MINUTES  
MEETING 93-7  
JULY 29, 1993**

**LOCATION:** Maryland Environmental Service  
2011 Commerce Park Drive  
Annapolis, Maryland 21401

**TIME:** 10:00 (Scheduled)  
10:06 (Convened)

**DIRECTORS PRESENT:** George G. Perdikakis  
Annette Anselmi  
R. Kenneth Barnes  
Edward A. Griffith  
Robert W. Pierce  
Lawrence D. Shubnell

**OTHERS PRESENT:** Carolyn D. Davis  
Sean Coleman  
Beth Schomburg  
Kenneth Howarth  
Nancy Voorhees Balenske

**INTRODUCTION**

Mr. Perdikakis introduced to the members Ms. Carolyn D. Davis, Assistant Secretary of the Department of Natural Resources. Mr. Perdikakis welcomed Ms. Davis as a recommended, but not formally appointed, member of the Board.

**APPROVAL OF MINUTES**

Dr. Barnes made the motion to approve the Minutes of the June 24, 1993 meeting. Mr. Pierce seconded. The Minutes were approved and signed by Mr. Perdikakis and Dr. Barnes.

**OPENING REMARKS**

Mr. Perdikakis noted this occasion as the first meeting as an independent agency, and thanked the Board for their support. The Personnel Regulations have been drafted and distributed to the Program Directors. They will be given to the Board in mid-August. The Procurement Regulations have also been drafted.

Mr. Perdikakis noted this meeting as being Dr. Barnes' last as a Board Member. He expressed his gratitude and wished Dr. Barnes the best of luck and good health. He presented to Dr. Barnes, a Maryland Manual and a proclamation from the Governor for his many years of outstanding service. A plaque is also being prepared to be given to him from MES at a later date. Mr. Shubnell and Mr. Griffith also expressed their gratitude for his support and service. Dr. Barnes complimented Mr. Perdikakis on his leadership of the Agency. Mr. Shubnell suggest Dr. Barnes be named Board Member Emeritus. Mr. Griffith made the motion to honor Dr. Barnes as a Board Member Emeritus. Mr. Pierce seconded the motion and it was approved unanimously.

**PROJECT STATUS**

Mr. Perdikakis reported on the following:

- **Howard County** - Signed Memorandum of Understanding with the County to design, construct and operate a wastewater treatment facility to serve a new Coca Cola bottling plant.
- **Pencor** - Signed an Agreement for engineering services for the design and construction of a water and wastewater treatment plant serving Pencor's de-inking plant.
- **Cambridge** - Operations began July 1, 1993. A meeting with the community is scheduled for August 5, 1993.
- **MCI** - The bids were opened and the low bid is \$5.04 million which is within the revised budget.
- **Elkton** - Contract close-out is ongoing.
- **Marlboro Meadows** - Met with Prince George's County to discuss possible operation, ownership and managing the Capital Improvement Project to correct deficiencies at the water plant. Mr. Perdikakis asked Mr. Coleman to call the Prince George's County Administration to check on the status of the proposed project.

**BOARD OF DIRECTORS MINUTES**  
**MEETING 93-7**  
**JULY 29, 1993**  
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- **Proposals** were sent to Queen Anne's County and Bainbridge.
- **Wastewater Violations** for the month of June were 9 Corporate, 5 State.
- **Midshore** - Closure of the Easton Landfill is proceeding.
- **Hawkins Point** - Bids for the closure of Area 5 are due 8/2.
- **P.G. County Yard Waste** - Operations are proceeding and Mr. Perdikakis is pleased with the new Operations Manager.
- **Montgomery County Yard Waste** - Operations are proceeding well.
- **Garrett County Landfill** - Construction is underway.
- **Allegany County** - Bids are due August 11th for A/E services to design the rubble landfill.
- **Kent County** - A proposal has been developed to assist the County in obtaining financing and construction management during closure/capping of former Nicholson Landfill.
- **Tire Recycling** - The Advisory Committee is scheduled to appear before the Board of Public Works August 11, 1993 for final approval of Scrap Tire Recycling System.
- **Baltimore County Resource Recovery Facility** - Operations costs have been reduced to \$5.75/ton. MES is currently rehabilitating the transfer trailers.

**FINANCIAL REPORT**

Ms. Anselmi reviewed the preliminary 12-month operating results.

Mr. Perdikakis and Ms. Anselmi also discussed with the Board the efforts to better define the cost recovery system and advised the Board of their meeting with Mr. Fred Puddester addressing the year's unearned revenue and billing State agencies a 1/12 in advance. A letter is expected next week agreeing to MES retaining \$100,000 of the unearned revenues and billing State agencies the advance. Mr. Perdikakis also advised the Board that MES will be reporting to the Board of Public Works certain contract awards.

**BOARD OF DIRECTORS MINUTES**  
**MEETING 93-7**  
**JULY 29, 1993**  
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Mr. Shubnell requested a meeting to discuss the objectives of the financial statements. In response, Mr. Perdikakis outlined his plan to form advisory groups within the Board. There would be financial, human resources, and technical advisory groups and an advisory group to the Chairman.

Mr. Perdikakis announced the resignation of Ms. Anselmi. She will remain in a part-time position to handle certain Agency financial transactions and remain with the Board in another capacity. Mr. Perdikakis' recommendation is to split the responsibilities of the existing position of Director of Administration and Finance. Ms. Beth Schomburg would be Acting Chief of Administration and Mr. Kenneth Howarth, Acting Chief Financial Officer. Mr. Perdikakis reviewed with the Board Ms. Anselmi's contributions to MES and his regret at her departure.

Mr. Robert Pierce made the motion to support the restructuring, Mr. Griffith seconded and the motion passed unanimously. Mr. Pierce recommended salary increases for these individuals and Mr. Perdikakis stated he would consider the recommendation.

**RESOLUTIONS**

Mr. Perdikakis left the meeting at this time so that the Board could discuss two Resolutions before them.

Ms. Anselmi introduced the Executive Salary Resolution (93-7-2R) which would increase Mr. Perdikakis' salary consistent with the Governor's Executive Pay Plan salary increases. Mr. Shubnell made the motion to approve the annual salary and Dr. Barnes seconded. The Resolution passed unanimously and was signed by Ms. Anselmi, Dr. Barnes and Mr. Griffith.

The second Resolution (93-7-3R) introduced by Ms. Anselmi provided for the purchase of a vehicle for the Director's use. Discussion was held regarding the definition of personal use and the type of vehicle to be purchased. Mr. Shubnell suggested the changes to the Resolution addressing these issues. The changes were made and a motion was made by Mr. Shubnell to adopt the Resolution as amended. Mr. Pierce seconded. The motion passed unanimously and was signed by Ms. Anselmi, Dr. Barnes and Mr. Griffith.

Mr. Shubnell made the motion to adopt Resolution 93-7-1R to finance and purchase 24 new Corporate vehicles. Dr. Barnes seconded and the motion passed unanimously.

**TRANSITION**

Mr. Perdikakis told the Board the Personnel and Procurement Regulations will be submitted to AELR Committee and an insurance analysis will be done by a consultant. Mr. Shubnell requested information on the Board's restructuring and Dr. Barnes asked if a fee for Board Members services is being established. Mr. Perdikakis said a per diem fee is being studied.

**LEGAL UPDATE**

Mr. Perdikakis' Project Status report addressed some of the projects which have been occupying Mr. Coleman's time. Mr. Coleman informed the Board of a claim filed by the estate of the woman who died at Dickerson. This claim has been sent to the Treasurer's Office, who will take the lead on it.

A potential claim may be forthcoming from the P.G. County Composting Facility employee who was fired. The claim would pertain to the withholding of monies from his last paycheck.

**NEW BUSINESS**

Mr. Perdikakis informed the Board an agreement has been made with WSSC to bag and market ComPRO®. Mr. Perdikakis handed out the proposal for the members to review. There will be the opportunity to discuss and vote prior to finalizing.

**GENERAL DISCUSSION**

Mr. Perdikakis apologized to Dr. Barnes for not having the plaque ready to give to him today, but will deliver when it is ready.

**ADJOURNMENT**

The meeting adjourned at 12:17 p.m. The next Board Meeting is August 26, 1993.

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**George G. Perdikakis, Director**





William Donald Schaefer  
Governor

George G. Perdikakis  
Director

**BOARD OF DIRECTORS  
MINUTES  
MEETING 93-9  
SEPTEMBER 23, 1993**

**LOCATION:** Midshore Regional Landfill  
Easton, Maryland

**TIME:** 12:00 (Scheduled)  
11:35 (Convened)

**DIRECTORS PRESENT:** George G. Perdikakis  
Annette Anselmi  
Edward A. Griffith  
Robert W. Pierce  
Edwin G. Richards  
Carolyn D. Davis

**OTHERS PRESENT:** Sean Coleman  
Kenneth Howarth  
Nancy Voorhees Balenske

**OPENING REMARKS**

Mr. Perdikakis informed the Board that a meeting will be scheduled soon by Mr. Shubnell regarding Employee Compensation. Also, a meeting was held regarding Board Compensation; Fred Puddester, John Griffin, George Perdikakis and Annette Anselmi attended.

**APPROVAL OF MINUTES**

Mr. Pierce made the motion to approve the Minutes of the July 29, 1993 meeting. Mr. Griffith seconded. The Minutes were approved and signed by Mr. Perdikakis and Ms. Anselmi, as Acting Secretary.

PROJECT STATUS

Mr. Perdikakis reported on the following:

- **Elkton** - They have been sent the final invoice and are questioning the billing and making allegations regarding performance. Water and Wastewater staff will meet with them.
- **Cambridge** - Operations are going well.
- **Prince George's County** - Mr. John Allen and Mr. Coleman are exploring issues related to shared use facility. We would act as a utility.
- **Marlboro Meadows** - We have submitted a proposal to study issues surrounding their private sewage system.
- **Centreville** - A proposal has been sent to take over their water and wastewater facilities.
- **Greensboro** - The Mayor is satisfied with the operation.
- **Poolesville** - A meeting is scheduled with the Commissioners to review operations/performance.
- **ECI Phase II** - The community is against the expansion. Mr. Perdikakis has contacted the politicians for direction. MDE has put the permit on hold.
- **Wastewater Violations** for the month of August were 1 Corporate, 1 State.
- **Chesapeake Bay Model** - MDE and Verna Harrison have approached Mr. Perdikakis about taking over the Chesapeake Bay Model Project. The Program would be tied into our mainframe, and costs would be paid by EPA. Ms. Anselmi will oversee the Project. Our involvement with this Project would place us as a partner in the Chesapeake Bay Program.
- **Garrett County Landfill** - The project is proceeding well.
- **Allegany County** - Mr. Perdikakis signed the Contract with Engineering Technology Associates for the Phase III design.
- **Midshore County Landfill** - Exceptional job is being done by the Operational Manager.

**BOARD OF DIRECTORS MINUTES**

**MEETING 93-9**

**SEPTEMBER 23, 1993**

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- **Kent County** - The County has accepted MES's proposal for construction management during closure of the former Nicholson Landfill and to assist with obtaining financing, as necessary.
- **Somerset County** - MDE is proceeding with public hearing and public information meeting for new landfill.
- **Tire Recycling** - Awaiting Notice to Proceed from MDE for the Soldier's Delight stockpile cleanup.
- **Baltimore County** - A report has been prepared for the County examining options for collecting, processing and marketing materials from the recycling curbside collection program and is in final review within MES.
- **Anne Arundel County** - A meeting is scheduled with County Executive Robert Neall, Tom Andrews, and new PW Director to discuss their solid waste management plan.
- **Calvert Cliffs** - BG&E conducted a random drug testing of employees. An employee was suspended for 15 days. Mr. Richards suggested adopting an emergency drug plan.

**FINANCIAL REPORT**

Mr. Howarth reviewed the two months' operating results.

MES received approval from the Secretary of Budget to bill one month in advance.

Mr. Howarth advised the Board that small changes have been made to the 1993 pre-audit numbers, but nothing material. The audit cannot be finished until Workmen's Compensation has been made available by the State.

Ms. Anselmi informed the Board of the request of approval from the Midshore County Administrators of an Inter-Fund borrowing from the Midshore Operating Fund for Cell 2 start-up activities.

Mr. Perdikakis introduced Resolution 93-9-1R. The Resolution allows MES to reimburse itself from revenue bond funds for expenditures incurred with respect to the Midshore Regional Landfill Project. The motion was made to adopt the Resolution by Mr. Griffith and seconded by Mr. Pierce. The motion passed unanimously.

TRANSITION UPDATE

Analysis of insurance costs to cover disability is continuing.

Discussion and research will continue regarding the purchase of health care for retirees.

LEGAL UPDATE

The employee fired from the Dickerson Composting Project has filed suit in District Court to recoup his annual leave.

MES has received a subpoena from Jett's (Stump Dump) insurance company. The residents are suing. MES has received an extension from Baltimore County to continue monitoring the site.

Mr. Perdikakis expressed his gratitude for the work Mr. Coleman and Ms. Anselmi have done on the Coca-Cola Project.

GENERAL DISCUSSION

Mr. Howarth handed out the Auditor's Report on the Midshore Regional Landfill Project and MES's response. The Report will be discussed at the next meeting. Three projects will be selected again for auditing. MES is going to request different strengths from auditors for these operational audits.

Ms. Davis asked about the status of the Human Resources regulations. Mr. Perdikakis responded Ms. Schomburg will be contacting the committee to set up a meeting to discuss the regulations.

Changes will be made to the Board and compensation reviewed and established.

Mr. Perdikakis advised the Board of a party honoring Mr. Robert Perciaseppe on September 28th at Martin's West from 7 to 10:00 p.m.

Mr. Perdikakis informed the Board MES has advertised for a Deputy Director and he is reviewing the resumes he has received.

**BOARD OF DIRECTORS MINUTES**  
**MEETING 93-9**  
**SEPTEMBER 23, 1993**  
**Page 5**

**ADJOURNMENT**

The meeting adjourned at 12:50 p.m. The next Board Meeting is October 28, 1993.

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**George G. Perdikakis, Director**

**SEAL**



**BOARD OF DIRECTORS  
MINUTES  
MEETING 93-10  
OCTOBER 28, 1993**

**LOCATION:** 2011 Commerce Park Drive  
Annapolis, MD 21401

**TIME:** 10:00 (Scheduled)  
10:08 (Convened)

**DIRECTORS PRESENT:** George G. Perdikakis  
Annette Anselmi  
Edward A. Griffith  
Robert W. Pierce  
Carolyn D. Davis  
Lawrence Shubnell

**OTHERS PRESENT:** Beth Schomburg  
Sean Coleman  
Nancy Voorhees Balenske  
Lee Zeni

**OPENING REMARKS**

Ms. Anselmi convened the meeting in Mr. Perdikakis' absence. Approval of the minutes was deferred until Mr. Perdikakis and Ms. Davis joined the meeting.

**PROJECT STATUS**

Ms. Beth Schomburg reported on the following:

- **Prince George County Yard Waste** - Starting to accept Howard County waste at the site.
- **Montgomery County Yard Waste** - All available compost has been screened and sold. Consolidation of yard waste has been completed to make way for incoming fall leaves.
- **Montgomery County Recycling** - Proposals are being developed to recycle tires and other commodities by

expanding services at the drop-off sites.

- **Garrett County Landfill** - Liner installation is underway. Anticipated start up date is December 1.
- **Allegany County Rubble Landfill** - Phase II review meeting with MDE is scheduled for November 9th. Phase III design work is proceeding with Engineering Technologies Associates.
- **Tire Recycling** - Tire clean-ups are being scheduled. Waiting for bids for Soldier's Delight cleanup. Also, working with DNR to select site in Patapsco State Park for construction of a playground using scrap tire structures.
- **Cambridge** - Completed draft of wastewater utility evaluation and submitted to the City. A meeting is being scheduled with the Director of Public Works to discuss.
- **Centreville** - Assumed emergency operation and maintenance of the water and wastewater utility on September 17, 1993. A proposal has been submitted to the Town for full service.
- **Poolesville** - Wetlands engineered by MES continue to mature.
- **Springfield Hospital** - Connections have been made to the Carroll County water system. The water treatment plant will be decommissioned.
- **Charlotte Hall** - A notice to proceed has been issued for construction of the wastewater treatment facility.
- Proposals have been sent to Newtown, Fort Ritchie, Forest Hill, Campus Hill, and Manchester Park.
- **Violations** - The September report was given to the Board (see attached).

(Mr. Perdikakis joined the meeting.) He reviewed with the Board the on-going negotiations with Coca Cola. He met today with the Vice President and Executive Manager. Monday there will be a meeting with the engineering division and a meeting is to be set up with the Vice President of Operations.

Mr. Shubnell recommended a different format for Project Status reports to keep better track of all the projects. Mr. Perdikakis advised the Board of a concept being formulated which will list the projects with the preceding months information and the latest status. This would be mailed with the agenda. This report would also include contracts, sole sources, and MBE participation. Mr. Perdikakis told the Board the new reporting format will probably

not be ready for implementation until the end of the year.

Mr. Shubnell suggested the Board review only a synopsis of the above information, progress, and trouble areas.

#### APPROVAL OF MINUTES

Mr. Shubnell noted a typographical error under Project Status, ECI Phase II, last sentence, word should be "hold". (Ms. Carolyn Davis arrived at 10:25 a.m.) Mr. Griffith made the motion to approve the minutes of the September 23, 1993 meeting as corrected. Mr. Pierce seconded. The minutes were approved and signed by Mr. Perdikakis and Ms. Anselmi.

#### FINANCIAL REPORT

Mr. Howarth reviewed the three months' operating results and the comparison to fiscal year 1993.

Mr. Shubnell asked about the changes to the MES budget process. The process has not changed, it has only become formalized. MES is scheduled to present its budget to the Governor on December 3rd.

Mr. Perdikakis also reported that by next year MES hopes to eliminate the differences in overhead between the State and corporate clients.

The format of the operating results will change to show the preceding months, this month, and last fiscal year's month.

Mr. Howarth and Ms. Anselmi answered varied questions from the members regarding the operating results.

Mr. Howarth handed out the Fiscal Year 1993 Annual Report. He highlighted various items (see attached, "Highlights"). The Board is to review and comment for the next meeting.

The auditors will be beginning the Special Project Audits. The three special reports for 1993 will be coming.

Ms. Anselmi advised the Board of an upcoming resolution for MidShore for a \$2.4 million Bond Anticipation Note.

#### TRANSITION UPDATE

Mr. Perdikakis thanked Mr. Shubnell for his work on heading the group to formulate and recommend an employee incentives program. Mr. Shubnell should make sure he submits his expenditures for reimbursement.



Ms. Davis, Mr. Coleman and Ms. Schomburg met on October 27 to review the draft personnel regulations. A Board meeting needs to be set up to review and approve the regulations so they may be submitted for administrative review. Procurement will also be reviewed. The meeting will be November 11th at 9:00 a.m. The draft Personnel and Procurement Regulations will be mailed prior to the meeting.

Mr. Perdikakis has told the responsible parties to move faster on the transition of the new computer system.

#### LEGAL UPDATE

Mr. Coleman reported the following:

In May 1992, an employee operating a MES vehicle was in an auto accident. The other individuals involved in the accident have filed suit against the state and employee for \$800,000.

Advised the Board of staff changes in his office. Ms. Juanita Singletary is transferring to Procurement. She was introduced to the Board. Ms. Ann Reilly has retired. He is interviewing for a secretary to replace Ms. Singletary, who is a Legal Assistant and Ms. Reilly. A position will be eliminated.

Bond Counsel proposals are due October 29, 1993.

MES has filed suit against Martin's Refuse Disposal for nonpayment and bad checks. The court has granted motion and entered a judgment against him. MES is pursuing collection.

#### NEW BUSINESS

- **Air Quality** - submitted a \$90,000 proposal to MPA
- **Howard County** - Contacted MES to do a yard waste regional composting facility. Baltimore County could be a participant.

Ms. Schomburg passed out a proposal from Marx and Marx to produce a newsletter. The newsletter will be published quarterly or every two months. The mailing list is approximately 2,400. Discussion was held. Mr. Perdikakis asked for the Board's permission for Ms. Schomburg to negotiate with Marx and Marx. Mr. Pierce made the motion to proceed with the negotiation. Ms. Davis seconded, the motion passed unanimously.

#### GENERAL DISCUSSION

An excellent meeting was held with the Governor regarding Dundalk and the chromium issue. Mr. Perdikakis thanked Mr. Coleman

for his excellent presentation. The Governor was very pleased. MES is meeting all key MDE Consent Order dates. Mr. Perdikakis dispelled rumors of his departure from the agency.

**ADJOURNMENT**

The meeting adjourned at 12:45 p.m. The next Board meeting is November 11, 1993 at 9:00 a.m.

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George G. Perdikakis, Director

**SEAL**



**BOARD OF DIRECTORS  
MINUTES  
MEETING 93-11  
NOVEMBER 11, 1993**

**LOCATION:** 2011 Commerce Park Drive  
Annapolis, MD 21401

**TIME:** 9:00 (Scheduled)  
9:08 (Convened)

**DIRECTORS PRESENT:** George G. Perdikakis  
Annette Anselmi  
Edward A. Griffith  
Carolyn D. Davis  
Lawrence Shubnell  
Robert W. Pierce

**OTHERS PRESENT:** Sean Coleman  
Beth Schomburg  
Kenneth Howarth  
Nancy Voorhees Balenske  
Lee Zeni  
Michael Wojton  
Jewel White  
Irene Hoffman

This meeting was specifically held to review and discuss the proposed drafts of the agency's personnel and procurement regulations.

Prior to the review, Mr. Shubnell recommended the need to define the role of Board members. Discussion followed. Mr. Shubnell also asked for a copy of the overall agency budget.

Review began first of the personnel regulations. Mr. Coleman informed the members of Mr. Edwin Richards comments which he gave to Mr. Coleman since he could not attend the meeting.

The revisions made to the regulations are noted in the attached final document. Discussion was held and comments were made and where necessary a general consensus met.

Mr. Robert Pierce joined the meeting at 10:05 a.m.

During discussion of Sick Leave, Ms. Anselmi handed out a comparison of productivity.

Ms. Davis made the motion to approve the Human Resources Regulations as revised. Mr. Griffith seconded. The draft regulations as revised were approved. They will be mailed to the members.

Discussion then began on the Procurement Regulations. The revisions made as a result of discussion are noted in the attached draft of Procurement regulations. These draft regulations will be approved at the next Board meeting.

Discussion was held regarding the date for the next Board meeting. The best date is November 29, 1993 at 3:00 p.m. The Procurement Regulations and Board members responsibilities will be items on the agenda.

The meeting adjourned at 12:58 p.m.

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

**SEAL**



MARYLAND  
ENVIRONMENTAL  
SERVICE

William Donald Schaefer  
*Governor*

George G. Perdikakis  
*Director*

**BOARD OF DIRECTORS  
MINUTES  
MEETING 93-11-(2)  
NOVEMBER 29, 1993**

**LOCATION:** 2011 Commerce Park Drive  
Annapolis, MD 21401

**TIME:** 3:00 p.m. (Scheduled)  
3:04 p.m. (Convened)

**DIRECTORS PRESENT:** George G. Perdikakis  
Annette Anselmi  
Edward A. Griffith  
Robert W. Pierce  
Edwin G. Richards  
Lawrence D. Shubnell  
Carolyn D. Davis

**OTHERS PRESENT:** Beth Schomburg  
Sean Coleman  
Nancy Voorhees Balenske  
Lee Zeni  
Michael Wojton  
Irene Hoffman

**OPENING REMARKS**

Mr. Perdikakis convened the meeting at 3:04 p.m.

**APPROVAL OF MINUTES**

Mr. Griffith made the motion to approve the minutes of the October 28, 1993 and November 11, 1993 meetings. Mr. Pierce seconded. The minutes were approved. (Later during the meeting, Mr. Perdikakis requested a section of the October 28, 1993 minutes be clarified. The last page, line two shall read, "MES is meeting all key Consent Order dates." This clarification shall be made and the minutes will be signed.)

**RESOLUTION**

Ms. Anselmi introduced Resolution 93-11-1R which authorizes

short term loan borrowing for the design, construction and operation of Cell No. 2 of the MidShore Regional Landfill and to fund the costs of the closure of the Easton Landfill. Mr. Richards confirmed the proposed financing as part of the project's intent. Mr. Griffith's and Mr. Shubnell's questions were addressed. The interest rate in paragraph 3 is six percent (6%). Mr. Shubnell addressed the issue of Legg Mason's participation in the financing. Mr. Perdikakis responded it is a competitive bid and they may participate. The construction bid opening is December 1, 1993. The Bond Anticipation Note opening is December 16, 1993. Mr. Shubnell abstained from the vote. Mr. Griffith made the motion to adopt Resolution 93-11-1R, Mr. Pierce seconded. The motion passed with one abstention.

### **FINANCIAL REPORT**

Mr. Perdikakis reported the presentation on the budget to the Governor went well. Mr. Perdikakis will be sending to the Governor a letter outlining the Personnel Regulation changes and recommendations of changes to the Board membership. Ms. Anselmi will replace Mr. Griffith as Treasurer of the Board and work at the Service in a part-time position. The duties of the Chief Financial Officer and Treasurer will be separated. The Governor may want to meet with the Board.

Ms. Anselmi reviewed the four months' operating results. She also handed out an attachment which shows MES Revenue Sources. Next year new Treasurer's reports will be distributed which will show variances.

Mr. Perdikakis commented that the balance of retained earnings should be given to the Board monthly, not quarterly.

### **PROCUREMENT REGULATIONS**

Mr. Coleman reviewed the changes to the Regulations made as a result of their review on November 11, 1993. Further discussion was held and additional revisions were made. The motion was made by Mr. Shubnell to adopt the Regulations dated November 26, 1993 as discussed and revised. Ms. Davis seconded. The motion passed unanimously.

### **ROLE OF BOARD MEMBERS**

Mr. Coleman will prepare prior to December's meeting an outline of the statutory functions and duties of the members. This will be discussed at the December meeting. Mr. Shubnell wants to understand the purpose of the Board and its functions and duties under the new legislation.

**PROJECT STATUS**

Ms. Schomburg handed out the new Project Status Report for format review. The print will be enlarged. Mr. Griffith requested that for each project the county be listed. This report will be sent each month with the Board meeting information.

**AUDIT REPORTS**

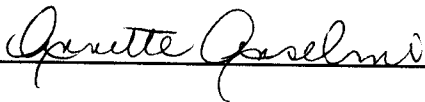
Ms. Anselmi handed out the audit reports for ECI and Cecil County prepared by Deloitte and Touche. These audits are required by the bond issues. No exceptions were noted.

**CLOSING REMARKS**

Mr. Perdikakis thanked the Board for meeting twice in November.

**ADJOURNMENT**

The next Board meeting is December 17th at 1:00 pm. The meeting adjourned at 4:53 pm.

  
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George G. Perdikakis, Director

**SEAL**



**BOARD OF DIRECTORS  
MINUTES  
MEETING 93-12  
DECEMBER 17, 1993**

**LOCATION:** 2011 Commerce Park Drive  
Annapolis, MD 21401

**TIME:** 1:00 p.m. (Scheduled)  
1:23 p.m. (Convened)

**DIRECTORS PRESENT:** George G. Perdikakis  
Annette Anselmi  
Edward A. Griffith  
Robert W. Pierce  
Carolyn D. Davis  
Lawrence D. Shubnell  
Edwin G. Richards

**OTHERS PRESENT:** Beth Schomburg  
Sean Coleman  
Nancy Voorhees Balenske  
Kenneth A. Howarth  
Michael Wojton

**OPENING REMARKS**

Mr. Perdikakis convened the meeting at 1:23 p.m. and delayed approval of the minutes until other Board Members arrived.

**BOND ANTICIPATION NOTE**

Bids were opened on December 16, 1993. Four bids were received and one expression of interest. Alex Brown & Sons had the low bid with 3.5166% and no placement fee. Ms. Anselmi reviewed the fees of the other bidders. The next transaction will be midsummer.



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#### PROPOSAL FOR NEWSLETTER

Ms. Schomburg handed out the Marx and Marx revised cost analysis. Discussion was held regarding renegotiating the costs. Mr. Perdikakis would like to recover costs by selling advertisements. (The meeting was called to order at 1:38 p.m. upon Mr. Shubnell's arrival.) A motion was made to approve the contract with Marx and Marx after further negotiating to reduce the costs, pursuit of MBE certification, and the use of recyclable material. The motion was seconded and passed unanimously.

#### APPROVAL OF MINUTES

Mr. Pierce made the motion to approve the minutes of the November 29, 1993 meeting. Ms. Davis seconded. The minutes were approved.

#### PROJECT STATUS

The December Project Status Report was distributed and reviewed by the Board. Mr. Perdikakis also advised the Board that a cooperative agreement between Howard, Anne Arundel, and Baltimore Counties has been drafted to establish a regional yard waste composting facility.

#### FINANCIAL REPORT

Mr. Howarth handed out the 1993 Audit Report for MidShore and reviewed the Memorandum attached which summarizes the significant operating components.

(Mr. Richards joined the meeting at this time.)

Discussion was held about the auditor's presentation of this type of project and their treatment of depreciation. It was suggested the Memorandum be expanded to include Pro Forma statements reporting results as an enterprise fund. This type format will be discussed with Deloitte & Touche.

Ms. Anselmi advised the Board of MES's better recovery of overhead and benefit expenditures. The agency is being assessed by the State \$100,000 for health benefits.

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### ROLE OF BOARD MEMBERS

Mr. Coleman previously mailed to the members an outline of the Board Members' primary functions and responsibilities to be used to initiate discussion. Mr. Shubnell suggested three areas to focus upon: policy, debt management, and rules and regulations in regard to the Board's level of responsibility. Discussion followed and from the discussion the following functions need to be addressed: organizational chart and staffing; future planning and budgeting; items which are to be brought before the Board; monthly reporting and annual audits; and a management and financial plan. Discussion was also held regarding rules and regulations and what rules the agency currently enforces and what rules and regulations need to be adopted, and a procedure to adopt them.

Mr. Richards made the motion requesting Mr. Coleman submit a proposal on codifying existing rules and regulations and procedures for adopting rules and regulations. Mr. Shubnell seconded and the motion passed unanimously.

Mr. Perdikakis handed out a letter from Mr. Frederick Puddester which contains the committees' recommendation of Board Members' compensation. It will be discussed at the next meeting.

Mr. Perdikakis also asked the Board Members to let him know which Board committees (Human Resources, Financial, and Policy) they would like to serve on.

### PROCUREMENT REGULATIONS

Mr. Coleman suggested an amendment to the regulations. There is not an exemption in the regulations for private corporations of MES. By adding this exemption, MES may enter into, and contracts of a private corporation established by MES, are exempt from the procurement regulations. Mr. Pierce made the motion, Mr. Shubnell seconded and the motion passed unanimously.

### LEGAL UPDATE

Mr. Coleman advised the Board a Procurement Task Force has been established by the General Assembly to look at the procurement law, its allowed exemptions, and whether they should exist.

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**MISCELLANEOUS**

Mr. Howarth asked for a ratification of the return of over-recovered overhead absorption. Mr. Richards made the motion, Mr. Griffith seconded and the motion carried unanimously.

**EXECUTIVE SESSION**

Mr. Perdikakis asked the Board for a motion to close the meeting and go into an Executive Session. Mr. Richards made the motion, Mr. Griffith seconded and the Board convened an Executive Session at 2:54 p.m. in order to consult with counsel regarding a personnel matter.

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George P. Perdikakis, Director

**SEAL**