



Wes Moore GOVERNOR

Aruna Miller LT. GOVERNOR

Charles Glass, Ph.D., P.E. EXECUTIVE DIRECTOR

## **BOARD OF DIRECTORS MEETING MINUTES**

**MEETING 3-23  
March 30, 2023**

**LOCATION:** Headquarters/Video Call

**TIME:** 9:30 a.m.

**DIRECTORS PRESENT:** Judge Frederic Smalkin, Chair (video)  
Robert Witt, II, Secretary (video)  
Robert Neall, Treasurer  
Joanna Kille, State Deputy Treasurer (video)  
Marian Hwang, Esq. (video)  
Shelley Heller (video)  
Charles Glass, Ph.D., P.E.

**DIRECTORS ABSENT:** None (one position currently vacant)

**OTHERS PRESENT:**

Sean L. Coleman, Esq.  
Ellen Frketic  
Tim Barr  
Steven Barzal  
Hattie Crosby  
Marni Dolinar  
Tim Ford  
Hament Patel  
Melissa Slatnick

Steven King  
Pamela Fuller  
Jana Leech (video)  
Casey Powers (video)  
Joe Wright  
Melissa Filiaggi

### **CALL TO ORDER**

Judge Smalkin called the meeting to order at 9:31 a.m. Some Board members and staff were present at Maryland Environmental Service (MES) Headquarters, and other Board members and staff participated via Zoom video call. The meeting was streamed live to the public on YouTube.

**INSPIRE**

Ms. Dolinar presented the Extraordinary Service Inspire award to James Jett, Andrew Payton, David Awkward and Samuel Suter for their support to the Maryland Department of Transportation Maryland Port Administration (MDOT MPA) at the Dundalk Marine Terminal from October 2022 to December 2022, including several extremely challenging and difficult projects that went above and beyond their already very busy workload. Due to a variety of unusual conditions over the three-month period, the team transferred over one million gallons of water from onsite frac tanks to the groundwater treatment plant and managed approximately ten times more contaminated soil than in the previous six months.

Mr. Barr presented the Extraordinary Service Inspire award to Mark Kaiser for his quick and thorough response to an emergency at the Midland- Lonaconing Water treatment system. His quick response, innovative actions, and coordination with the Town's engineers and MDE allowed the residents of Lonaconing to receive potable water within one month of the initial boil water alert. It also resulted in a new client for MES.

Mr. Ford presented the Extraordinary Service Inspire award to Chris Pelan, Michael Smith, and Jesse Boggs, who went above and beyond to assist the Montgomery County Department of Environmental Protection (DEP) by providing emergency fuel transport from the Montgomery County Yard Trim Compost Facility (MCYTFCF) to the nearby Resource Recovery Facility (RRF). The employees assisted Montgomery County after hours to enhance environmental protection and provide more cost effective and efficient service to our clients.

**MINUTES**

Judge Smalkin requested discussion or a motion for the approval of the minutes of the Board meeting on February 23, 2023. No corrections or objections were noted, and the minutes were unanimously approved.

**EXECUTIVE DIRECTOR'S REPORT**

Dr. Glass expressed his congratulations to Treasurer Davis on his recent re-election for another four-year term.

Dr. Glass presented the Executive Director's and Deputy Director's expense reports for the last month. One of the expenses was to send flowers to Mr. Tanner when he was hospitalized. The only other expenses during the last reporting period were for parking to attend various legislative hearings in Annapolis.

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Dr. Glass attended a site visit at the Brown Station Landfill on March 4, 2023. He was very excited to see the sequencing batch reactors (SBRs). He is looking forward to resuming site visits this spring, as well as several site visits scheduled for the Board in the coming months.

Recruitment activities have continued in high gear through March and into April with many college and career job fairs. An MES internship program was recently posted with other Agency job openings and has already received robust responses. Mr. King discussed his visit to the Bowie State University Climate Career Expo which resulted in about 25-30 student visits. University of Maryland Baltimore County (UMBC) has also been a strong pipeline for student resumes. Dr. Glass has also reached out to numerous other Presidents and Deans of local colleges and universities.

Celebrations were held last month across the Agency in recognition of Black History Month including, a visit to the Harriet Tubman Underground Railroad State Park, Black History Jeopardy, and a mac & cheese and sweet potato pie contest. The Agency will be hosting Lieutenant Governor Aruna Miller on March 31, 2023 at headquarters as part of Women's History month.

MES worked with the University of Maryland Center for Environmental Science to host a delegation of environmental professionals from the Sister State of Rio de Janeiro, Brazil. MES hosted the delegation at the headquarters, spoke to the group on several issues, and provided a tour of the stormwater management areas at the headquarters.

The Office of Legislative Audits completed their FY20-FY22 audit of the Agency. There was one public finding concerning MES agreements with State clients. The Agency is actively working to develop omnibus agreements with these agencies.

Dr. Glass then presented gifts to two employees for their 35 years of service to the Agency. Mr. Roger Williams has worked at Hart Miller Island since 1987 and is now the field operations supervisor. Mr. Sean Coleman has been with the Office of the Attorney General since 1985 and has been Principal Counsel to MES since 1993.

**AGENCY ACTIVITY REPORT**

Judge Smalkin presented the Agency Activity Report – Accepted Proposals and asked if there were any questions.

### **FINANCIAL REPORT**

Mr. Patel presented the preliminary Financial Statements for February 2023. Labor sales are now 12.22% higher than last year—and higher than projected—across all Groups. Overall, this is due to new projects and lower vacancies.

Overhead variance is looking better than projected. A negative balance is expected for fringe variance. Unexpected fees from the Maryland Department of Budget and Management (DBM) for health insurance administration, and from Maryland Department of Information Technology (DoIT) are impacting the budget. Invested cash is continuing to earn higher percentage rates than was anticipated when the budget was created. This will continue throughout FY23.

Board Treasurer Neall met with Mr. Patel before the meeting and is confident all is going well. He commended management on their efforts to fill empty positions.

### **HUMAN RESOURCES REPORT**

Mr. Barzal presented the Human Resources report. As of today, the Agency vacancy rate is 4.38%. The rate varies daily. The prospects for onboarding a number of new employees look good for the next few weeks. The Agency will continue to participate in multiple job fairs.

### **PROCUREMENT ITEMS**

Ms. Crosby presented Item 1. The procurement is for waste management services for MDOT State Highway Administration (SHA) facilities. Kalyani Environmental Solutions, LLC will provide the services at a cost of \$948,575.00. There is a 30% Minority Business Enterprise (MBE) goal. Mr. Neall made the motion to approve the item; Ms. Heller seconded. No members were opposed. The motion passed unanimously.

Ms. Crosby presented Item 2. The procurement is a pre-solicitation approval for \$13,332,400 for construction of cell C-1, Area C at the Brown Station Road Sanitary Landfill. There is a 29% MBE goal. Ms. Hwang made the motion to approve the item; Judge Smalkin seconded. No members were opposed. The motion passed unanimously.

Ms. Crosby presented Item 3. The procurement is a change order with HRI Construction, LLC dba M2 Construction LLC in Maryland for \$96,620.21. It is for repair of the service road at the Victor Cullen Wastewater Treatment Plant (WWTP) as part of the gravity sewer upgrade. There is a 5.04% MBE goal, and current participation is

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5.04%. Judge Smalkin made the motion to approve the item; Mr. Witt seconded. No members were opposed. The motion passed unanimously.

Ms. Crosby presented Item 4. The procurement is a change order with Gahagan & Bryant Associates, Inc. (GBA) for \$100,000. It is for continued design & permit support support for the Masonville Dredged Material Containment Facility. There is a 20.6% MBE goal, and current participation is 15.6%. Mr. Neall made the motion to approve the item; Judge Smalkin seconded. No members were opposed. The motion passed unanimously.

Ms. Crosby presented Item 5. The procurement is a change order with W.M. Schlosser Company, Inc. for \$3,266,468.77. It is for boiler and room modifications to install natural gas equipment at the Eastern Correctional Institution Cogeneration plant. There is a 17% MBE goal. The current MBE participation is 0%; however, the MBE participation is forecasted to begin during construction, which is scheduled to start in July 2023. Mr. Neall made the motion to approve the item; Ms. Kille seconded. No members were opposed. The motion passed unanimously.

Ms. Crosby presented Item 6. The procurement is for the rental of a CBI Grinder for the Prince George's County Organics Composting Facility. GT Mid Atlantic will provide the equipment at a cost of \$315,180. There is a 0% MBE goal. Ms. Hwang made the motion to approve the item; Mr. Witt seconded. No members were opposed. The motion passed unanimously.

Ms. Crosby presented Item 7. The procurement is a change order with Concrete General, Inc. for \$3,500,000. It is for three new emergency repair drainage, management, remediation, and maintenance projects for MDOT SHA. There is a 15% MBE goal. Current MBE participation is 0%, however no invoices have been submitted for payment on this contract yet. Mr. Neall made the motion to approve the item; Ms. Kille seconded. No members were opposed. The motion passed unanimously.

Ms. Crosby presented Item 8. The procurement is for general laboratory services to support MES clients. ALS Environmental will provide the services at a cost of \$4,000,000. There is a 15% MBE goal. Mr. Witt made the motion to approve the item; Ms. Hwang seconded. No members were opposed. The motion passed unanimously.

The Board Notifications for Contracts, Purchase Orders, Amendments, and Change Orders between \$25,000 and \$200,000 were reviewed.

### **GROUP UPDATES**

Mr. Ford introduced Melissa Filiaggi, Division Chief, Operations for the Environmental Operations Group, who discussed the BWI Thurgood Marshall Airport Food Scrap Collection program. The pilot project has grown from eight restaurants to 56 food vendors. In 2022, 145,460 pounds of food scraps were diverted from landfills to the Prince George's County Organics Composting Facility.

Ms. Slatnick highlighted work done by the engineering division of Technical and Environmental Services. The City of Laurel requested a feasibility study for installation of a levee for flood resiliency. A levee was one possible recommendation in the U.S. Army Corps of Engineers Flood Risk Management Study conducted on the Patuxent River. MES staff conducted desktop Geographic Information Systems (GIS), impact analysis, and field inspections. The team then developed a levee concept plan, which included construction recommendations and a cost estimate.

Ms. Dolinar updated the Board on construction at the Masonville Dredged Material Containment Facility. The facility was originally constructed in 2007-2010. A +18' dike expansion was completed in April 2020. Additional base dike widening construction began in January 2022. The dike is scheduled to be raised to +30 starting in 2023. A future and final expansion to +42 will begin in 2027.

Mr. Barr introduced Joe Wright, Deputy Division Chief, Operations for the Water/Wastewater Group who discussed MES' recent role in the Town of Lonaconing's water quality issues. The Maryland Department of the Environment (MDE) received a complaint about the water quality in the Town. They then conducted an inspection, issued a boil water advisory, and called in MES for assistance. On January 25, 2023 MES personnel took over operation of the system and opened a bypass to the City of Frostburg so the town would have potable water while repairs were conducted. By February 11, the boil water advisory was lifted, and MES is now the new operator of the plant.

### **LEGAL REPORT**

Financial Disclosures are due to the State Ethics Commission by April 30, 2023. The Conflict of Interest Policy adopted by the Board requires Board members to also send a copy of the complete disclosure to Ms. Fuller for the Board files.

**OLD/NEW BUSINESS**

The next meeting of the Board is Thursday, April 27, 2023, at 9:30 a.m.

**ADJOURNMENT**

The meeting adjourned at 10:46 a.m.



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**ROBERT L. WITT, II**  
**SECRETARY**



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**HONORABLE FREDERIC N. SMALKIN**  
**CHAIR**