



Wes Moore GOVERNOR

Aruna Miller LT. GOVERNOR

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

BOARD OF DIRECTORS MEETING MINUTES

March 26, 2026

LOCATION: Headquarters/Video Call

TIME: 9:30 a.m.

DIRECTORS PRESENT: Shelley L. Heller, Chair (remote)
Sean L. Coleman, Esq., Secretary (remote)
James H. Johnson Jr., Ph.D., P.E.
Moalie Jose, P.E. (remote in at 9:57 a.m.)
Odessa Phillip, P.E.
Rebecca Flora, Dept. of Planning (remote out at 10:15 a.m.)
Charles Glass, Ph.D., P.E.

DIRECTORS ABSENT: Brendon Baatz, Treasurer
Delegate Dylan Behler

OTHERS PRESENT:

Sandy Hertz, Deputy Director
Priscilla Carroll, Esq.
Pamela Fuller, Board Clerk
Felicia Gross, Human Resources
Winsome Condra, Technical &
Environmental Services (TES)
Kenna Oseroff, Env. Dredging &
Restoration (EDR)
Melissa Filliaggi, Environmental
Operations (EO)
Hament Patel, Finance

Kanishk Sharma, Administration
Casey Powers, IT (remote)
Ezgi Kurdoglu, Water/Wastewater
(W/WW)
Pam McGee, W/WW
Stephanie Lindley, EDR
Sam Grimard, TES
Brian Musselman, WWW
Heather Enos-Graves, TES (out at 9:45
a.m.)

CALL TO ORDER

Ms. Heller called the meeting to order at 9:33 a.m. Some Board members and staff were present at Maryland Environmental Service (MES) Headquarters, and other Board members participated via Zoom video call. The meeting was streamed live to the public on YouTube. To accommodate several Board members' schedules, and to ensure a quorum for voting matters, the agenda was re-organized.

PROCUREMENT ITEMS

Mr. Graham presented Item 1. The procurement is for the purchase and delivery of aluminum sulfate for various wastewater facilities throughout the state. North Industrial Chemicals will provide the chemicals at a cost of \$357,450. There is a 0% MBE goal. Ms. Phillip made the motion to approve the item; Dr. Johnson seconded. The motion passed unanimously.

Mr. Graham presented Item 2. The procurement is the third and final year renewal with Padlands, LLC for \$159,090. It is for trucking and land application services of Dorsey Run Advanced Wastewater Treatment Plant (WWTP)'s biosolids. There is a 23% MBE goal, and the contractor is achieving 82.54%. Mr. Coleman made the motion to approve the item; Dr. Johnson seconded. Mr. Graham will confirm if Padlands, LLC is an MBE firm. The motion passed unanimously.

Mr. Graham presented Item 3. The procurement is for the demolition of the current attendant building at the Brown Station Road Convenience Center and the construction of a new building. Janus Contractors, Inc. will provide the services at a cost of \$749,828.69. There is a 29% MBE goal. Mr. Coleman made the motion to approve the item; Ms. Phillip seconded. The motion passed unanimously.

Mr. Graham presented Item 4. The procurement is a pre-solicitation approval for \$3,000,000 for waste management services for State Highway Administration (SHA) facilities. The contract will include a base year, with 2 optional renewal years. There is a 30% MBE goal. Ms. Phillip made the motion to approve the item; Dr. Johnson seconded. Mr. Graham will provide the price spread on the two bids that were received once the documentation is finalized. The motion passed unanimously.

Mr. Graham presented Item 5. The procurement is a change order with JCN Partners, Inc., (doing business as EverBlue), for \$51,637,000. It is to facilitate the distribution of rebates for the Home Energy Rebates Opportunity (HERO) program and the Home Electrification and Appliance Rebates (HEAR) program. There is a 0% MBE goal for this change order. This item is being reintroduced from the February meeting with requested additional information. Mr. Coleman made the motion to approve the item; Ms. Phillip seconded. Questions were addressed regarding the risk to MES if funding is not approved. Ms. Enos-Graves reviewed the funding advances that will be

made to MES, before the funds are awarded to recipients, eliminating any financial risk to the agency. The motion passed unanimously.

Mr. Graham presented Item 6. The procurement is a change order with Carroll Independent Fuel Company, Inc. for \$115,000. It is for the purchase of ultra-low diesel fuel for generators at the Cox Creek Sediment Technology and Reuse (STAR) Facility. There is a 35% MBE goal. Dr. Johnson made the motion to approve the item; Ms. Phillip seconded. The change order is needed to continue running the generators until electricity can be fully installed. Recent escalations in fuel prices are not the reason for the change order but will impact the budget. The motion passed unanimously.

USE OF REIMBURSABLE CONTINGENCY FUNDS

Mr. Patel presented the agency's request for Board authorization to use Reimbursable Projects Contingency Funds for replacement wastewater pumps at Point Lookout State Park, with a total request of up to \$200,380. The request is necessary because recent system testing confirmed that the newly installed pumps are unable to operate as intended and do not provide sufficient capacity to reliably convey wastewater, creating risks to public health, environmental compliance, and the park's planned opening schedule. MES proposes to immediately procure four pumps for \$65,380 to enable the park to begin seasonal operations. MES plans to acquire an additional ten pumps in a subsequent phase at an estimated cost of \$135,000, pending further study of the root cause of the system performance issues.

Disbursements from the State Reimbursable Contingency Funds required Board of Directors and Department of Budget & Management (DBM) approval. The agency is requesting permission today. Subsequent efforts will be made to recoup the funds. The Board will be updated on the status of those efforts. Mr. Coleman made a motion to approve the use of up to \$200,380 from the Reimbursable Projects Contingency Fund to purchase replacement pumps for Pt. Lookout State Park; Ms. Phillip seconded. The motion passed unanimously.

INSPIRE AWARDS

An Inspire award was presented to Maria Bowman for successfully leading the eight-month issuance process of the \$27 million Midshore II bond—her first bond of this scale—while keeping projections, tables, and compliance documentation accurate and current through year-end close. She managed heavy daily coordination with auditors, financial advisors, bond counsel, and other stakeholders, and reviewed hundreds of complex documents.

An Inspire award was presented to Ryan James for stepping up as the first operator for new centrifuge units at the Dorsey Run Advanced Wastewater Treatment Plant and supporting start-up and performance testing. He worked extensive overtime, kept the system running by changing trash screens every 30 minutes when incoming sludge contained excessive debris, and quickly built technical expertise by studying manuals, asking questions, and optimizing polymer feed rates. His focus on safety, procedures, data tracking, and peer-to-peer knowledge sharing helped ensure a smooth transition to stable operations.

MINUTES

Ms. Heller requested a discussion or motion to approve the minutes of the Board meeting on February 26, 2026. There were no comments or corrections. The minutes were approved by consent.

EXECUTIVE DIRECTOR'S REPORT

Dr. Glass reported his expenses for the last month. During the period of this expense report, the Deputy Director incurred no expenses. Dr. Glass incurred \$256.68 in expenses for his Solid Waste Association of North America (SWANA) membership dues and parking at a career event at Howard University.

Dr. Glass reviewed his and Deputy Hertz's list of recent contacts and engagements. All four budget hearings went well.

A recent lunch and learn presentation was given by Lisa Barry on harmful algal blooms. Dr. Glass and Mr. Joseph Wright recently attended the 2026 Mid-Atlantic Utility Conference.

Work continues on Dr. Glass' list of long-term projects. The telework accountability audit was recently completed. The annual financial access audit is underway, as well a process improvement team for the Water/Wastewater group.

The Board site visit to the Durable Medical Equipment Recycling Facility is scheduled for April 15, 2026.

NEW BUSINESS REPORT

Ms. Heller presented the New Business Report and asked if there were any questions.

FINANCIAL REPORT

Mr. Patel summarized the agency's preliminary financial performance as of February 2026. The first eight months indicate total labor sales to be better than FY25 actual and FY26 budgeted. The FY26 budget was prepared based on a 4% growth over

FY25. Overhead expenses have been higher due to increased salaries, but overall expenses are lower than budgeted.

HUMAN RESOURCES REPORT

Dr. Gross presented the Human Resources (HR) report. The agency ended February with a vacancy rate of 4.28%. This included nine terminations and ten new hires. As of March 18, 2026, when the report was prepared, the overall vacancy rate was 4.07%. Internship interviews were held this week, with selections to be made this week. There were numerous recruitment events in March. The Job Assessment Tool for the compensation study was completed by 35% of employees. The performance evaluation period has begun. Self-evaluations have been completed, and manager evaluations are underway..

PROCUREMENT REPORT

The Board notifications for contracts, purchase orders, amendments, and change orders between \$25,000 and \$200,000 were reviewed.

LEGAL REPORT

Ms. Carroll congratulated Ms. Fuller on thirty years of service with the agency.

Ms. Carroll reminded the board that the State Ethics Disclosure period has opened. Disclosures are due by April 30, 2026. In accordance with MES' Board of Directors Conflicts of Interest Policy, once filed with the state, please send a copy to the Board clerk.

GROUP UPDATES

Ms. Lindley presented the Genesee Valley mitigation site, which was selected to satisfy mitigation requirements for the Cox Creek Dredged Material Containment Facility (+60' dike raising and expansion project). The site is located within the Gunpowder-Patapsco watershed and will provide high-quality wetland mitigation while supporting existing outreach and environmental education programming. Completion of the mitigation selection and associated coordination and permitting allowed the Cox Creek +60 project to proceed on schedule.

Ms. Filiaggi presented an overview of plastics recycling programs. The presentation described single-stream and dual-stream recycling operations serving Prince George's County, Montgomery County, and the Midshore Regional Recycling Program. Ms. Filiaggi outlined the end-to-end plastics recycling process, including material collection, sorting, grinding and washing, float/sink separation, pelletizing, and reuse in manufacturing. The presentation also highlighted market-driven pricing, quality

requirements for recyclable materials, and the role of domestic and global processors in converting post-consumer plastics into new products.

Mr. Grimard presented an overview of MES' deicing operations at Baltimore/Washington Thurgood Marshall International (BWI) Airport. The presentation summarized deicing system operations for the 2025–2026 winter season, including collection, treatment, recycling, and disposal of deicing fluids, as well as staffing demands during major snow and ice events. Mr. Grimard highlighted record cold-weather conditions requiring extended overnight operations to prevent frozen infrastructure, ongoing permit compliance activities including daily and event-based sampling, and MES' response to operational emergencies occurring during the deicing season.

Mr. Musselman presented an overview of recent upgrades to Camp Fretterd WWTP. The presentation described system improvements undertaken to support increased wastewater demand associated with facility expansion, including upgrades to the treatment plant, flow equalization, electrical systems, and supporting infrastructure. Mr. Musselman also highlighted permitting revisions approved by the Maryland Department of the Environment that increased allowable discharge capacity without physical expansion of drainfields, as well as the successful completion of construction on schedule, within budget, and without change orders.

OLD/NEW BUSINESS

Ms. Heller asked if there was any old or new business to discuss.

Dr. Glass indicated that Ms. Meghan Conklin, Chief Sustainability Officer with the Executive Office of the Governor, will be speaking at MES at noon today for Women's History Month.

Dr. Johnson reminded the Board of the schedule and process for the Executive Director's performance evaluation. The forms will be distributed to the Board members after the meeting. He addressed a recent email from a Board member inquiring about an addition to the process. Any changes to the evaluation process can be proposed and considered at the June HR Committee meeting, and if approved, could be implemented in the following year's performance cycle.

CLOSED SESSION

At 11:14 a.m., in accordance with MD. Code Ann., Gen. Prov. §3-305(b) (1), Ms. Heller stated that the Board intended to enter closed session to approve the minutes of a prior closed-meeting session, to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom the public body has

jurisdiction; any other personnel matter that affects one or more specific individuals. Ms. Heller asked if anyone objected to the Board entering the closed session; no objections were noted. She also stated that any member of the viewing public who objected could submit their objection via email to the agency. Mr. Coleman then made a motion for the Board to enter closed session for the reasons stated above. Ms. Phillip seconded the motion; all members voted in favor of closing the meeting.

The public meeting closed at 11:46 a.m. Staff not required for the closed session left the meeting room and Zoom session.

Ms. Heller called the meeting of the closed session of the Board to order at 11:15 a.m. Present during the closed session were Board members Dr. Glass, Ms. Heller, Mr. Coleman, Ms. Jose, Dr. Johnson, and Ms. Phillip. Ms. Carroll, Deputy Hertz, and Ms. Fuller joined them.

Ms. Heller requested approval of the minutes of the closed session from the January 22, 2026, meeting. There were no corrections or comments noted. The minutes were unanimously approved.

The Board discussed recent staff changes among the executive staff. No actions were taken.

ADJOURNMENT

The next meeting of the Board is Thursday, April 30, 2026, at 9:30 a.m.

The meeting adjourned at 12:00 p.m.

Sean L. Coleman

Sean L. Coleman (Apr 30, 2026 15:50:32 EDT)

SEAN L. COLEMAN, ESQ., SECRETARY

Shelley Heller

Shelley Heller (Apr 30, 2026 15:29:03 EDT)

SHELLEY L. HELLER, CHAIR










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Final Audit Report

2026-04-30

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