

Clemm, Hallie (DPW)

From: Shirl Wright [SWright@nmwda.org]
Sent: Monday, January 10, 2011 4:41 PM
Subject: Newsletter (January 2011 Edition) - SWANA Mid-Atlantic Chapter

Good Afternoon,

The most recent edition of the SWANA Mid-Atlantic Chapter newsletter is available for download from the Chapter website at the following link:

<http://www.swana-midatl.org/Documents/SWANANewsletter-January2011.pdf>

Thanks, Shirl

Shirley A. Wright, Admin. Assistant/Network Administrator
Northeast Maryland Waste Disposal Authority
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E-mail: swright@nmwda.org
www.nmwda.org * www.mdrecycles.org

**MID-ATLANTIC CHAPTER SWANA
Chapter Board Meeting**

November 17, 2011

at

Board Meeting Location

Gaylord National Hotel and Convention Center
201 Waterfront Street
National Harbor, MD 20745

GPS Coordinates: N38° 47.0489', W077° 1.0026'

AGENDA

10:00 a.m. – 12 p.m. Chapter Board Meeting
Gaylord National Hotel Convention Center
12:00 p.m. – 1:00 p.m. Lunch

Mid-Atlantic Chapter of SWANA – Chapter Board Meeting & Tour

**Thursday, November 17, 2011 at
Gaylord National Harbor and Convention Center**

**REGISTRATION FORM
(Please return by November 10, 2011)**

- _____ - I plan to attend the Board Meeting and Lunch (\$10 per person for lunch)
_____ - I plan to attend the Board Meeting only

Name: _____
Affiliation: _____
Address: _____
Telephone: _____ Fax: _____
E-mail: _____

Please e-mail: ur@dswa.com or fax: 302-764-5386 your registration form to Uriel Rodriguez no later than November 10, 2011. If you have a question, please call Uriel at 302-764-5385.

Clemm, Hallie (DPW)

From: Shirl Wright [SWright@nmwda.org]
Sent: Friday, May 06, 2011 9:08 AM
Subject: Mid-Atlantic Chapter Board Meeting & Tour - May 19, 2011
Attachments: SWANA Board Meeting Tour 05-19-11 Cecil.pdf

Good Morning,

The next SWANA Mid-Atlantic Chapter Board meeting is scheduled for May 19, 2011 at the Cecil County Central Landfill in Elkton, Maryland. Following the meeting, a site tour of the Landfill Reclamation Project will be offered, as well as a Stormwater Polishing Demonstration. Lunch is being sponsored by Blazosky & Associates/Roman Consulting. If you are interested in attending, please complete the attached registration form and return to Uriel Rodriguez no later than May 12, 2011. Uriel's contact information is noted on the bottom of the registration form.

Thanks, Shirl

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Clemm, Hallie (DPW)

From: Shirl Wright [SWright@nmwda.org]
Sent: Monday, May 09, 2011 3:36 PM
Subject: Newsletter - Mid-Atlantic Chapter SWANA

Good Afternoon Mid-Atlantic Chapter Members,

The latest edition of the SWANA Mid-Atlantic Chapter newsletter is available for viewing on the Chapter website at the following link:

<http://www.swana-midatl.org/Documents/SwanaNewsletterMay2011Issue.pdf>

Also, please keep in mind that the next Board meeting is scheduled for May 19, 2011 at the Cecil County Central Landfill in Elkton, MD. If you are interested in attending, please complete your registration by May 12, 2011. An agenda/registration form can be found on the Chapter website at the following link:

<http://www.swana-midatl.org/Documents/SWANABoardMeetingTour05-19-11Cecil.pdf>

Thanks, Shirl

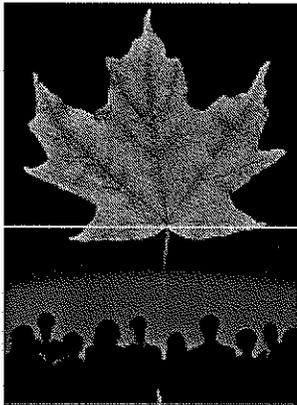
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Clemm, Hallie (DPW)

From: Shirl Wright [SWright@nmwda.org]
Sent: Wednesday, May 11, 2011 3:04 PM
Subject: Annual Conference - MRN/SWANA Mid-Atlantic (June 16-17)

Good Afternoon,

The annual MRN/SWANA-MA sponsored conference, "New Decade, New Challenges: Markets, Technologies & Motivations," will be held June 16-17, 2011 at the Maritime Institute in Linthicum, Maryland. Additional information is noted below:



*The Maryland Recycling Network and
the Mid-Atlantic Chapter of the Solid Waste Association
of North America
Present*

New Decade, New Challenges: Markets, Technologies & Motivations

**June 16-17, 2011
Maritime Institute, Linthicum, Maryland**

*Join us for the only event in the Mid-Atlantic Region designed
exclusively for solid waste and recycling professionals.*

The Maryland Recycling Network and the SWANA Mid-Atlantic Chapter are joining forces to hold this great two-day event. You'll find:

- **Technical sessions** that cover the hottest topics in the industry including the Future for Commodities Markets, Landfill Innovation, Product Stewardship, Composting and more.
- **Keynotes** – **N.C. Vasuki** - *Former CEO, Delaware Solid Waste Authority (Retired), Past President SWANA* will address the state of the industry and **Harvey Gershman**, *President, Gershman, Brickner & Bratton, Inc.* will share what the future of solid waste management may hold.
- **Exhibits** – Come see a wide variety of products and services from vendors in the region who can help you do your job, better.
- **Network** with your peers – Step out of your office environment and be among those that understand what you're faced with day in and day out. It recharges your thinking and inspires creative approaches. The ideas you generate could improve your program – and your career.
- **Social Events** – Some of the best exchanges occur during business-related social events. You're not going to want to miss what this event has in store for you!
 - Continental Breakfast & Lunch – Thursday & Friday (Included with registration)
 - Reception on Thursday starting at 5 p.m. (Included with registration)

Click [here](#) for full program details, registration and more.

Maryland Recycling Network
c/o Mariner Management * PO Box 1640 * Columbia, MD 21044
www.marylandrecyclingnetwork.org

Thanks, Shirl

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Clemm, Hallie (DPW)

From: Shirl Wright [SWright@nmwda.org]
Sent: Wednesday, June 29, 2011 9:17 AM
Subject: Mid-Atlantic Chapter Board Meeting & Tour - July 14, 2011
Attachments: SWANA Board Meeting Tour 07-14-11 New Castle.pdf

Good Morning,

The next SWANA Mid-Atlantic Chapter Board Meeting and Tour will be held on July 14, 2011 at the Delaware Solid Waste Authority's Recycling Center in New Castle, DE. Following the meeting and lunch, a tour of Wilmington Organics Recycling Center in Wilmington, DE will be offered. If you are interested in attending, please complete the attached registration form and send to Uriel Rodriguez by July 7, 2011. Uriel's contact information is listed on the bottom of the registration form. Please note that closed toe shoes will be required in order to participate in the tour of Wilmington Organics Recycling Center. Directions to both the meeting and tour locations are listed on the back of the registration form.

Thanks, Shirl

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Clemm, Hallie (DPW)

From: Andrew Kays [AKays@nmwda.org]
Sent: Friday, July 15, 2011 8:53 AM
To: Andrew Kays
Subject: 07.14.11 SWANA Lunch Receipt

Good morning.

This email serves as the receipt for the lunch you purchased on July 14, 2011 in the amount of \$10.00.

Please let me know if there additional certification that you need for your records.

Best regards,

Andrew

The information in this email is confidential and may be legally privileged. It is intended solely for the addressee. Access to this email by anyone else is unauthorized. If you are not the intended recipient, any disclosure, copying, distribution or any action taken or omitted to be taken in reliance on it, is prohibited and may be unlawful. If you believe that you have received this email in error, please contact the sender.

Andrew Kays
Project Manager
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Clemm, Hallie (DPW)

From: Andrew Kays [AKays@nmwda.org]
Sent: Friday, July 15, 2011 10:43 AM
To: Clemm, Hallie (DPW)
Subject: Sybil's email

Hallie,

Good morning. May I have Sybil's email so that I may send the lunch receipt from yesterday?

Thanks!

Andrew

The information in this email is confidential and may be legally privileged. It is intended solely for the addressee. Access to this email by anyone else is unauthorized. If you are not the intended recipient, any disclosure, copying, distribution or any action taken or omitted to be taken in reliance on it, is prohibited and may be unlawful. If you believe that you have received this email in error, please contact the sender.

Andrew Kays
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Clemm, Hallie (DPW)

From: Andrew Kays [AKays@nmwda.org]
Sent: Monday, July 18, 2011 2:49 PM
To: Robin M. Roddy; niti blackwell; mark gutberlet; carrie pendleton; Robin Ennis; Dana Murray; pbieniek@ccgov.org; Clemm, Hallie (DPW); Steve Lezinski; Stephen Lippy; jessica martin; john neyman; Steve Tomczewski; Trivedi, Mehal
Subject: RE: 2011-2012 BOD Slate

Aye

The information in this email is confidential and may be legally privileged. It is intended solely for the addressee. Access to this email by anyone else is unauthorized. If you are not the intended recipient, any disclosure, copying, distribution or any action taken or omitted to be taken in reliance on it, is prohibited and may be unlawful. If you believe that you have received this email in error, please contact the sender.

Andrew Kays
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From: Robin M. Roddy [mailto:rmr@dswa.com]
Sent: Monday, July 18, 2011 2:27 PM
To: niti blackwell; mark gutberlet; carrie pendleton; Robin Ennis; Dana Murray; pbieniek@ccgov.org; Hallie Clemm; Andrew Kays; Steve Lezinski; Stephen Lippy; jessica martin; john neyman; Steve Tomczewski; Trivedi, Mehal
Subject: 2011-2012 BOD Slate

All,
My apologies to Jessica Martin for the 2011-2012 BOD Mid-Atlantic Chapter Slate oversight. Please see the attached, revised slate that includes the nomination of Tom Hilton from Harford County. Please respond with your vote by Thursday, 7/21. Jessica, thank you for your efforts and participation on the Board. Robin Roddy

Clemm, Hallie (DPW)

From: Shirl Wright [SWright@nmwda.org]
Sent: Wednesday, July 27, 2011 10:24 AM
Subject: Mid-Atlantic Chapter of SWANA - WASTECON 2011 & Preparing for WASTECON 2012

Good Morning,

As some of you may have noticed, if you looked at SWANA's WASTECON 2011 Nashville, Tennessee brochure, the Mid-Atlantic Chapter and Virginia "Old Dominion" Chapter will be the co-hosts for WASTECON 2012 to be held in Washington, D.C. (actually, the Gaylord National Resort and Convention Center located in Prince George's County). Part of our responsibilities as a co-host is to promote the 2012 WASTECON at the 2011 WASTECON, which includes staffing a booth in the exhibit hall (total of 13 hours over Tuesday-Thursday), giving out tourist information (probably also some candy), as well as overseeing a raffle of a 2012 WASTECON registration.

As a result, the Mid-Atlantic Chapter committee co-chairs have several questions, for which we request that you reply:

- Are you and/or members of your staff going to WASTECON 2011 in Nashville?
 - If yes, can you (or your spouse if going too) or members of your staff volunteer to staff our booth? The more who volunteer, the shorter the shifts! **Please let us know by Wednesday, August 3.**
- Did you get a Mid-Atlantic Chapter orange baseball cap in 2008 when we celebrated our 25th anniversary?
 - If so and you are going to WASTECON 2011 in Nashville, please bring it as it will be our "signature" cap.
 - If so and you are not going and you do not wear it, consider donating (recycling) it to our cause. **Send it to us by Wednesday, August 10.** (We can return it if you so desire.)
- Do you have our Chapter's "yellow" golf shirt, which we got for the 2001 WASTECON?
 - If so and you are going to WASTECON 2011 in Nashville, please wear (reuse) it.
 - If so and you are not going and if you never wore it (or minimally so), consider donating (recycling) it to our cause. **Send it to us by Wednesday, August 10.** (Please send it washed! We can return it if you so desire.)

Throughout the next year and/or during the WASTECON week in August 2012, can you and/or any member(s) of your staff (whether they are SWANA members or not) help with the myriad of activities associated with our co-hosting of WASTECON 2012 in "D.C."? Volunteers who are members do get some perks; some include gratis admittance at WASTECON. The actual tasks have yet to be determined as we will need to sign a Memorandum of Understanding with SWANA, plus we would need to coordinate with the Old Dominion Chapter. **Let us know if you are interested.**

At our July 14 Board of Directors' meeting, the Mid-Atlantic WASTECON 2012 planning committee is well along to being finalized, as we are eagerly looking to host our fourth SWANA International convention (1988, 1995, 2001, and now 2011).

Any questions, please contact:

Steve Lippy (Mid-Atlantic Local Committee Co-Chair) at 410-887-2009 or slippy@baltimorecountymd.gov

Dana Murray (Mid-Atlantic Chapter Local Committee Co-chair) at 703-471-6150 or dmurray@scsengineers.com

Robin Roddy (Chapter President) at 302-739-5361 or rmr@dswa.com

Clemm, Hallie (DPW)

From: Shirl Wright [SWright@nmwda.org]
Sent: Wednesday, August 03, 2011 1:11 PM
Subject: Mid-Atlantic Chapter - Survey re Training Event 2012

Good Afternoon,

The SWANA Mid-Atlantic Chapter is planning a local training event for January 2012 and we are interested in hearing from you!

To enter the survey, please click on the link below. The survey is brief and will only take a couple of minutes to complete.

<http://www.surveymonkey.com/s/63JD229>

Thanks, Shirl

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www.nmwda.org * www.mdrecycles.org

Clemm, Hallie (DPW)

From: Shirl Wright [SWright@nmwda.org]
Sent: Thursday, September 01, 2011 11:35 AM
Subject: SWANA Mid-Atlantic Chapter - Annual Meeting & Crab Feast: September 22, 2011
Attachments: Crabfeast Flyer 9-22-11.pdf

Good Morning,

As promised, attached are details regarding the upcoming Board Meeting, Annual Business Meeting, Election of Officers and Crab Feast, which is scheduled for Thursday, September 22, 2011 at Nick's Fish House & Grill in Baltimore.

If you are interested in attending, please complete your registration by September 19 and send to Uriel Rodriguez.

Thanks, Shirl

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Clemm, Hallie (DPW)

From: Shirl Wright [SWright@nmwda.org]
Sent: Friday, September 16, 2011 10:27 AM
Subject: REMINDER: SWANA Mid-Atlantic Chapter - Annual Meeting & Crab Feast: September 22, 2011
Attachments: Crabfeast Flyer 9-22-11.pdf

Good Morning,

Just a friendly reminder that the SWANA Mid-Atlantic Chapter Board Meeting, Annual Business Meeting, Election of Officers and Crab Feast is scheduled for next Thursday, September 22, 2011, at Nick's Fish House & Grill in Baltimore.

If you are interested in attending, registrations are due by Monday, September 19th.

Thanks, Shirl

Shirley A. Wright, Admin. Assistant/Network Administrator
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Clemm, Hallie (DPW)

From: Shirl Wright [SWright@nmwda.org]
Sent: Monday, September 19, 2011 9:35 AM
Subject: WASTECON 2012 Update
Attachments: WASTEON 2012 September 2011.doc

Dear Chapter Members,

Please take a minute to read our WASTECON 2012 Update! As you probably know by now, WASTECON 2012, SWANA's premier annual event, is coming to Washington DC, August 14-16, 2012. Our Mid-Atlantic Chapter will be co-hosting with the Virginia 'Old Dominion' Chapter. This is a fantastic opportunity to become more involved with SWANA. We need your help to make this great event a SUCCESS! Take a look at the progress we've made so far and the names of important contacts. Also take a look a 'TWO THINGS EVERY CHAPTER MEMBER CAN DO RIGHT NOW!'.

Committee Chairs will be available to talk about volunteer opportunities at our Annual Crabfeast on September 22, 2011. (If you haven't signed up and are still interested, please contact Uriel Rodriguez at 302-764-5385). Keep your eyes open for frequent updates like this. I'm looking forward to working with everyone to spotlight our Chapter and Washington DC.

Robin Roddy
Chapter President



WASTECON 2012

WASTECON 2012 Update (co-hosted by Mid-Atlantic and Old Dominion Chapters)

Over the past several months, there have been three conference calls (May, June, September), visits to the Gaylord National Resort (southeast of DC by the Woodrow Wilson Bridge, the site of next year's WASTECON), and a meeting at WASTECON in Nashville. Planning is proceeding; both chapters jointly staffed a booth in Nashville to promote WASTECON 2012. SWANA graciously donated two full registrations, which we raffled off on Thursday: one at 11:00 am at the booth and one at 4:00 pm at next year's WASTECON Kick-off Party, where we also raffled off bags of left-over candy from our booth. (Thanks to Delaware Solid Waste Authority staff who split the pounds and pounds of candy and hand-carried it to Nashville.)

The Mid-Atlantic Chairs are as follows:

Local Committee Co-Chairs
(general planning/promotion/
publicity)

Steve Lippy (his fourth stint as a WASTECON
Co- Chair)

Dana Murray (her second as a Co-Chair)

Robin Roddy (ex officio, as Chapter
President)

Technical Tours
Technical Sessions/Courses
Exhibits
Golf
Wednesday Night Party

Lee Flick
Niti Blackwell
Pete Bieniek
Carrie Pendleton
Hallie Clemm

The above responsibilities will be done jointly with Old Dominion; as a result, we will be splitting the revenues from SWANA and profit/loss from the golf tournament and Wednesday party. Our Chapter has decided not to participate in the Registration, Flags, and Recycling tasks; since the Old Dominion Chapter has elected to do so, they will receive 100% of any revenues from SWANA.

All of our six areas of responsibilities will require volunteers along the way; some NOW, some later, and some next August at WASTECON 2012. Several members have already

volunteered. If there is specific interest, contact one of the chairs/co-chairs. We may be sending out a survey in the near future.

Unfortunately, our last hosting of WASTECON was in October 2001, only a month after 9/11, which naturally had a severe impact on the success of the event. However, for WASTECON 2012, your Board of Directors is committed to making this the best one ever, but we will need everyone's assistance.

TWO THINGS EVERY CHAPTER MEMBER CAN DO NOW!

NAMES! NAMES! NAMES! We need them.

The Mid-Atlantic Chapter has committed to providing a MINIMUM of fifty (50) names of potential WASTECON 2012 exhibitors (who have NOT exhibited in Boston in 2010 and/or in Nashville in 2011.) The more names submitted the greater the potential payoff from SWANA. Submit full company names, addresses, contact name and e-mail to Pete Bieniek who will be compiling the info, deleting duplicate names, etc., and will submit them to SWANA in early November 2011. Therefore, he needs names by October 31. Send them via e-mail (pbieniek@ccgov.org), fax (410-287-4608), or mail (Chief, Solid Waste Division, Cecil County, 758 E. Old Philadelphia Rd., Elkton, MD 21921).

Check your e-mail listings, the companies which you use or have used, business card files, etc. Business cards can be simply copied and mailed or scanned. Possible contacts could be:

- Your company if it has not exhibited (even if you probably would not)
- Local or regional consultants
- Local or regional suppliers/vendors

PUBLICITY! PROMOTION!

For relevant events, conferences, meetings, etc. starting now and through early August 2012, we need to get the word out that there will be a WASTECON in the DC area. Promotional postcards from SWANA can be made available to be sent out; or if you are exhibiting, whether locally, regionally, or nationally, place WASTECON 2012 flyers in your booth. We need everyone's help with this effort. Also, we need to know that you did do something in order to demonstrate to SWANA that we are promoting WASTECON 2012 which is one of our agreed upon responsibilities for which SWANA will compensate us. Let Dana or Steve know. In addition to shows, other possibilities include:

- Local chapters of professional organizations.
- Agency and company newsletters (internal or to the public)
- Newsletters of local/regional organizations

This promotion needs to be done continuously and constantly over the next 10-11 months. We want people to be aware of WASTECON 2012, whether they are potential exhibitors, potential registrants, or potential gratis attendees at the exhibits. It is a great opportunity for people within 100 miles of the location to commute and see a WASTECON.

Contact us for the promotional postcards. Since it will be the "50th" Anniversary, it should be bigger and better than all the others!

SGL/jmr

Clemm, Hallie (DPW)

From: Shirl Wright [SWright@nmwda.org]
Sent: Friday, October 14, 2011 11:31 AM
Subject: WASTECON 2012 Volunteer Survey

Good Morning,

Noted below is a link to the WASTECON 2012 Volunteer Survey, which we referenced in our September 19 e-mail transmittal re WASTECON 2012. At your earliest convenience, please take a few minutes to the respond to the survey. Many of the questions require answers ASAP as planning is already underway (see notes below):

- Question #2 – **ASAP**, especially the list of potential exhibitors
- Questions #3, 5 and 7 – **ASAP** as planning is well underway
- Question #6 – **ASAP**, especially if you are interested in reviewing abstracts and planning for the technical sessions
- Otherwise, please respond by November 1

WASTECON 2012 Volunteer Survey Link: <http://www.surveymonkey.com/s/NSFCWFV>

If you have any questions, please contact Steve Lippy slippy@baltimorecountymd.gov or Dana Murray dmurray@scsengineers.com.

Thank you,

Shirley A. Wright, Admin. Assistant/Network Administrator
Northeast Maryland Waste Disposal Authority
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Clemm, Hallie (DPW)

From: Shirl Wright [SWright@nmwda.org]
Sent: Monday, November 07, 2011 3:33 PM
Subject: Mid-Atlantic Chapter Board Meeting on November 17, 2011
Attachments: SWANA Board Meeting 11-17-11 _Ntl Hrbr_.pdf

Good Afternoon,

The next SWANA Mid-Atlantic Chapter Board meeting will be held on Thursday, November 17, 2011 at the Gaylord National Hotel and Convention Center, National Harbor, MD. If you are interested in attending, please complete the attached registration form and submit to Uriel Rodriguez by November 10, 2011.

Thanks, Shirl

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Clemm, Hallie (DPW)

From: Andrew Kays [AKays@nmwda.org]
Sent: Monday, November 28, 2011 12:53 PM
To: Tim Ford; JNeyman@republicservices.com; tchilton@harfordcountymd.gov; mgutberlet@eaest.com; PBieniek@ccgov.org; slippy@baltimorecountymd.gov
Cc: CPendleton@Geosyntec.com; dflick@co.pg.md.us; DMurray@scsengineers.com; Clemm, Hallie (DPW); mtrivedi@frederickcountymd.gov; NBlackwell@howardcountymd.gov; rmr@dswa.com; Steve.Lezinski@montgomerycountymd.gov
Subject: RE: Class for January

agree

From: Tim Ford [mailto:TFORD@menv.com]
Sent: Monday, November 28, 2011 12:51 PM
To: 'JNeyman@republicservices.com'; 'tchilton@harfordcountymd.gov'; 'mgutberlet@eaest.com'; 'PBieniek@ccgov.org'; 'slippy@baltimorecountymd.gov'
Cc: Andrew Kays; 'CPendleton@Geosyntec.com'; 'dflick@co.pg.md.us'; 'DMurray@scsengineers.com'; 'Hallie.Clemm@dc.gov'; 'mtrivedi@frederickcountymd.gov'; 'NBlackwell@howardcountymd.gov'; 'rmr@dswa.com'; 'Steve.Lezinski@montgomerycountymd.gov'
Subject: Re: Class for January

Agreed

From: Neyman, John [mailto:JNeyman@republicservices.com]
Sent: Monday, November 28, 2011 12:47 PM
To: hilton, tom <tchilton@harfordcountymd.gov>; 'Gutberlet, Mark' <mgutberlet@eaest.com>; PBieniek@ccgov.org <PBieniek@ccgov.org>; Stephen Lippy <slippy@baltimorecountymd.gov>
Cc: akays@nmwda.org <akays@nmwda.org>; CPendleton@Geosyntec.com <CPendleton@Geosyntec.com>; dflick@co.pg.md.us <dflick@co.pg.md.us>; DMurray@scsengineers.com <DMurray@scsengineers.com>; Hallie.Clemm@dc.gov <Hallie.Clemm@dc.gov>; mtrivedi@frederickcountymd.gov <mtrivedi@frederickcountymd.gov>; NBlackwell@howardcountymd.gov <NBlackwell@howardcountymd.gov>; rmr@dswa.com <rmr@dswa.com>; Steve.Lezinski@montgomerycountymd.gov <Steve.Lezinski@montgomerycountymd.gov>; Tim Ford
Subject: RE: Class for January

I also agree.

John Neyman
Allied Waste Services (A Republic Services Company)
302-420-5987

From: hilton, tom [mailto:tchilton@harfordcountymd.gov]
Sent: Monday, November 28, 2011 12:45 PM
To: 'Gutberlet, Mark'; PBieniek@ccgov.org; Stephen Lippy
Cc: akays@nmwda.org; CPendleton@Geosyntec.com; dflick@co.pg.md.us; DMurray@scsengineers.com; Hallie.Clemm@dc.gov; Neyman, John; mtrivedi@frederickcountymd.gov; NBlackwell@howardcountymd.gov; rmr@dswa.com; Steve.Lezinski@montgomerycountymd.gov; tford@menv.com
Subject: RE: Class for January

I agree.

Thomas C. Hilton, P.E.
Deputy Director
Harford County Department of Public Works

Division of Environmental Services
3135 Scarboro Road
Street, Maryland 21154
Phone: 410-638-3513
Fax: 410-638-4019

From: Gutberlet, Mark [mailto:mgutberlet@eaest.com]
Sent: Monday, November 28, 2011 12:40 PM
To: PBieniek@ccgov.org; Stephen Lippy
Cc: akays@nmwda.org; CPendleton@Geosyntec.com; dlflick@co.pg.md.us; DMurray@scsengineers.com; Hallie.Clemm@dc.gov; jneyman@republicservices.com; mtrivedi@frederickcountymd.gov; NBlackwell@howardcountymd.gov; rmr@dswa.com; Steve.Lezinski@montgomerycountymd.gov; hilton, tom; tford@menv.com
Subject: RE: Class for January

Recycling and Robin are both good with me.

From: PBieniek@ccgov.org [mailto:PBieniek@ccgov.org]
Sent: Monday, November 28, 2011 11:01 AM
To: Stephen Lippy
Cc: akays@nmwda.org; CPendleton@Geosyntec.com; dlflick@co.pg.md.us; DMurray@scsengineers.com; Hallie.Clemm@dc.gov; jneyman@republicservices.com; Gutberlet, Mark; mtrivedi@frederickcountymd.gov; NBlackwell@howardcountymd.gov; rmr@dswa.com; Steve.Lezinski@montgomerycountymd.gov; tchilton@harfordcountymd.gov; tford@menv.com
Subject: Re: Class for January

I just looked on SWANA's homepage under education. It appears the only one on there that we know is Robin Ennis. If everyone agrees I will discuss with her about the primary instructor role.



Peter Bieniek
Chief Solid Waste Division
410-996-6275
Pbieniek@ccgov.org

From: "Stephen Lippy" <slippy@baltimorecountymd.gov>
To: CPendleton@Geosyntec.com, DMurray@scsengineers.com, Hallie.Clemm@dc.gov, NBlackwell@howardcountymd.gov, PBieniek@ccgov.org, Steve.Lezinski@montgomerycountymd.gov, akays@nmwda.org, dlflick@co.pg.md.us, jneyman@republicservices.com, mg2@eaest.com, mtrivedi@frederickcountymd.gov, rmr@dswa.com, tchilton@harfordcountymd.gov, tford@menv.com
Date: 11/28/2011 10:56 AM
Subject: Re: Class for January

Does anyone have SWANA's updated list of recycling instructors?

>>> <PBieniek@ccgov.org> 11/28/2011 10:52 AM >>>
Hello All;

Based on just the responses that I received, it appears that the general consensus is that we should abandon the Principles of Management until the new version comes out. In absence of a formal vote, I will assume that we will want to go with the recycling managers course.

If everyone agrees please let me know via e-mail and I will prepare to start that class process.

Robin:

I will need help finding a primary instructor for the course. I have someone for a student instructor (Tanya Adams).

If there are questions , comments or helpful advice please add it to the e-mail response.



Peter Bieniek
Chief Solid Waste Division
410-996-6275
Pbieniek@ccgov.org

The Information contained in this communication may be confidential, is intended only for the use of the recipient named above and may be legally privileged.

If the reader of this message is not the intended recipient, you are hereby notified that any dissemination, distribution, or copying of this communication, or any of its contents, is strictly prohibited. If you have received this communication in error, please re-send this communication to the sender and delete the original message and any copy of it from your computer system. Thank you.

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If the reader of this message is not the intended recipient, you are hereby notified that any dissemination, distribution, or copying of this communication, or any of its contents, is strictly prohibited. If you have received this communication in error, please re-send this communication to the sender and delete the original message and any copy of it from your computer system. Thank you.

Clemm, Hallie (DPW)

From: Shirl Wright [SWright@nmwda.org]
Sent: Friday, December 23, 2011 10:42 AM
Subject: Mid-Atlantic Chapter of SWANA - December Newsletter
Attachments: Swana Newsletter - December 2011 Issue.pdf

Good Morning,

The December edition of the Mid-Atlantic Chapter's newsletter is attached. A copy is also posted on the Chapter website: www.swana-midatl.org.

Happy holidays to you all.

Shirl

Shirley A. Wright
Administrative Assistant/Network Administrator
Northeast Maryland Waste Disposal Authority
100 South Charles Street, Tower II - Suite 402
Baltimore, MD 21201-2705
T - (410) 333-2730 * F - (410) 333-2721
E-mail: swright@nmwda.org
www.nmwda.org * www.mdrecycles.org



Mid-Atlantic Chapter Solid Waste Association of North America

SOLID WASTE NEWS For Waste Professionals

December 23, 2011



Chapter Officers & Directors



Congratulations to the newly elected FY 2012 Chapter officers and directors. For those of you leaving the Board, we thank you for generously contributing your time and effort. For those of you moving on to other positions within the Board, thank you for your continued commitment. We look forward to a successful and exciting year for the Chapter.

Officers & Directors For FY 2012

President - Robin Roddy (DE Solid Waste Authority) 302-764-5385
Vice President - Niti Blackwell (Howard County, MD) 410-313-6418
Secretary - Mark Gutberlet (EA Engineering) 410-771-4950
Treasurer - Carrie Pendleton (Geosyntec) 410-381-4333
Past President - Stephen Lippy (Baltimore Co., MD) 410-887-2009
Chapter Director - Dana Murray (SCS Engineers) 703-471-6150
Director - Peter Bieniek (Cecil County, MD) 410-996-6275
Director - Hallie Clemm (DC DPW) 202-671-0575
Director - Darryl L. Flick (Prince George's Co., MD) 301-952-7625
Director - Tim Ford (MD Environmental Service) 410-729-8370
Director - Thomas Hilton (Harford County, MD) 410-638-3513
Director - Andrew Kays (NE MD Waste Disp. Auth.) 410-333-2730
Director - Stephen Lezinski (Montgomery Co., MD) 240-777-6590
Director - John Neyman (Republic Services) 302-658-4097
Director - Mehal Trivedi (Frederick County, MD) 301-600-3043

WELCOME!

Officers & Directors For FY 2011

President - Robin Roddy (DE Solid Waste Authority)
Vice President - Niti Blackwell (Howard County, MD)
Secretary - Mark Gutberlet (EA Engineering)
Treasurer - Carrie Pendleton (Geosyntec)
Past President - Robin Ennis (Montgomery Co., MD)
Chapter Director - Dana Murray (SCS Engineers)
Director - Peter Bieniek (Cecil County, MD)
Director - Hallie Clemm (DC DPW)
Director - Andrew Kays (NE MD Waste Disp. Auth.)
Director - Stephen Lezinski (Montgomery Co., MD)
Director - Stephen Lippy (Baltimore County, MD)
Director - Jessica Martin (Syntec Corporation)
Director - John Neyman (Republic Services, Inc.)
Director - Steven Tomczewski (MD Env. Service)
Director - Mehal Trivedi (Frederick County, MD)

THANK YOU!

SWANA Mission Statement:

"Advancing the practice of economically and environmentally sound solid waste management in North America."

SWANA Member Receives ASCE OCEA Award Nomination

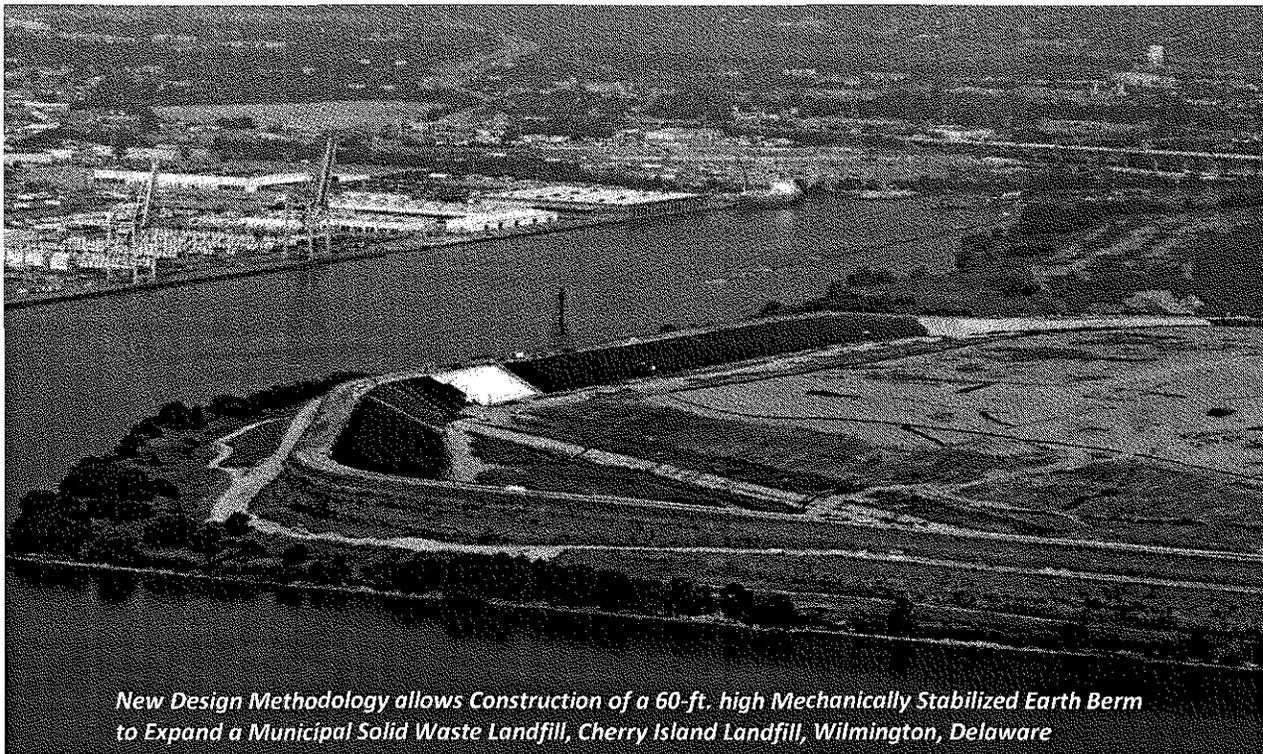
By: *Thomas B. Ramsey, P.E.*
Geosyntec Consultants

As solid waste professionals, we are often used to working behind the scenes to provide the vital public service of solid waste management. The public doesn't often think of what happens to the waste and recyclables that are left on the curb every week, yet as members of SWANA we understand just how complex and sophisticated the collection, processing, and management of solid wastes has become. This year, however, there has been an opportunity to showcase the fact that design and construction of solid waste management facilities can be on par with the most sophisticated engineering projects in the United States.

This summer, the Cherry Island Landfill, which is part of the Delaware Solid Waste Authority (DSWA), has been selected as a finalist for the Outstanding Civil Engineering Achievement award by the American Society of Engineers (ASCE). To be selected as a candidate to win what is arguably the most prestigious civil engineering achievement in the United States is no small feat, especially when

you consider that bridges, skyscrapers, and historical landmark rehabilitations are commonly featured for such awards. As part of this project, a world-class team of experts was assembled to develop a pioneering design for expansion of the landfill using a 60-ft high, 8,000 ft long mechanically stabilized earth berm built over 60-ft of soft, compressible foundation soils. The design techniques developed were ground-breaking and could be an important development for other infrastructure projects near water bodies, where soft sediments are common. In addition to innovative design, the project was notable for the close coordination between DSWA, the design engineer (Geosyntec Consultants) and the contractor (Sevenson Environmental Services) that was required for this project to be a success.

The recognition of the significance of this project by ASCE is a great achievement for everyone involved in the project and reflects positively on our profession as a whole. Congratulations!



New Design Methodology allows Construction of a 60-ft. high Mechanically Stabilized Earth Berm to Expand a Municipal Solid Waste Landfill, Cherry Island Landfill, Wilmington, Delaware

Mid-Atlantic & Old Dominion Chapters to Host WASTECON 2012

By: Dana L. Murray, P.E., Vice President
SCS Engineers

As most of you are aware by now, our Chapter is co-hosting WASTECON 2012 along with Virginia's Old Dominion Chapter. This WASTECON will be very special, not only because it is being held in our own backyard at the National Harbor in Prince George's County, but also because SWANA will be celebrating its 50th Anniversary and our own Anne Germain (DSWA) will be named the International President.

The local committee has been holding monthly conference calls and the planning is well underway, including the booking of the "Capitol Steps," a political satire comedy group as the Wednesday Night Party entertainment. This entertainment will be very timely with the 2012 Presidential Election just around the corner. A BIG thank you to GBB for their early commitment to sponsor this fantastic entertainment. Another highlight is that the Monday Golf Tournament will be held at the beautiful Laurel Hill Golf Club in Fairfax County, Virginia.

We had an enthusiastic group of volunteers attend WASTECON 2011 down in Nashville to promote WASTECON 2012 in our 50th anniversary decorated booth with gold wrapped chocolate and laminated luggage tags as our giveaway.

You ask – What can I do to help or get involved? One of the most important things all of our members can do leading up to WASTECON 2012 is to **PROMOTE PROMOTE PROMOTE!!!!** When exhibiting for your company at a local or national conference, please consider handing out WASTECON postcards or brochures and hanging a WASTECON 2012 poster in your booth. We also have a luggage tag laminator available to loan. If you are able to promote WASTECON at an upcoming event, please contact Steve Lippy slippy@baltimorecountymd.gov or Dana Murray dmurray@scsengineers.com and we will get you set up. Also, please contact us if you do promote so that the Chapter gets the well deserved credit.

We also need help in finding **SPONSORS SPONSORS SPONSORS** for the Wednesday Night Party, Golf Tournament and Technical Tours. These are the events that will generate revenue for the Chapter. Some examples of sponsorship opportunities include:

- A carving station or drink ticket at the Party (Posters would be set up at carving station advertising sponsorship or company name would be printed on drink ticket).
- Breakfast, lunch or a hole at the Golf event (Banners would be used to advertise sponsorship).
- Lunch for one of the technical tours (this could be in a tent with company information available and possible product demonstrations).

The sooner we can get the sponsorship, the more advertising we can do. SWANA's first printed brochure will be in January.

In addition, all of the committees welcome more volunteers so please contact any of the following committee chairs if you are interested in volunteering:

WASTECON Co-Chairs: Steve Lippy & Dana Murray

Technical Sessions: Niti Blackwell

nblackwell@howardcountymd.gov

Wed. Night Party: Hallie Clemm

hallie.clemm@dc.gov

Technical Tours

Lee Flick

diflick@co.pg.md.us

Golf

Carrie Pendleton

cpendleton@geosyntec.com



Contestants, Mount your Machines!

By: *David W. Czawlytko, Deputy Chief - Environmental Operations
Maryland Environmental Service*

On June 15, 2012 the SWANA ROAD-E-O Announcer will be giving that direction to the contestants at the Midshore II Regional Solid Facility in Ridgely, Maryland.

Each year about 50 "Heavy Equipment Cowboys" compete to be the best operator in the region and to go on to compete in the National SWANA ROAD-E-O. After hosting this annual event for the past several years, Pennsylvania Keystone Chapter of SWANA has passed the torch to the Mid-Atlantic Chapter. The two categories of events are Truck Driver and Equipment Operator. Truck Driver competition events are: Front Loader, Rear Loader, Roll-Off, Transfer Trailer and Recycle Truck and the Equipment Operator competition events are: Compactor, Dozer, Articulated Trucks, Loader and Backhoe.

The Midshore II Landfill is located in Ridgely, Maryland, a small town, so rooms have been booked at the closest motels - the Best Western in Denton, MD (5 miles) and the Holiday Inn Express and Comfort Inn in Easton, MD (25 miles).

If you are not a contestant and want to volunteer with the ROAD-E-O, please contact:

David Czawlytko, (410) 729- 8308, dczaw@menv.com or
Jeff Fried, (443) 336-1160, jfried@menv.com



SAVE THE DATE!

SWANA Mid-Atlantic Chapter

Managing Recycling Systems 3-Day Certification Course

Training Course - January 24 - 26, 2012
Certification Exam - January 27, 2012

This certification level course provides the information needed to successfully plan, develop, market, fund, contract, and manage recycling programs and systems.

Additional details coming soon!

Reminders / Wanted

- ◆ "Reporters"/writers for our Chapter newsletter.
- ◆ Important Websites to Remember: www.swana.org, www.swana-midatl.org and www.mdrecycles.org.
- ◆ Training the Trainers: Contact a Board member if interested in being trained to be a trainer for a SWANA course.
- ◆ SWANA E-sessions: If your organization presents e-sessions, make them a Chapter event so that all attendees can get CEU's. Contact Steve Lippy, Dana Murray or Shirl Wright.
- ◆ Job Vacancies in your Organization: Contact swright@nmwda.org for inclusion in our Chapter newsletter and website.
- ◆ Articles, information, recent/on-going projects of interest, active purchase orders, etc.: Contact swright@nmwda.org to be placed in our Chapter newsletter.
- ◆ Scholarship Sponsors: Contact Steve Lippy, Mehal Trivedi or Hallie Clemm.
- ◆ Name(s) of Prospective SWANA Members: Contact either our Chapter Membership Chair, Tim Ford tford@menv.com or direct the prospective member to our Chapter website www.swana-midatl.org or SWANA's website www.swana.org.
- ◆ Newsletter Ads: These are business card size ads only (2" x 3.5"); \$100 for 4 issues. Send your ad in a JPG file to swright@nmwda.org. Please make check payable to: Mid-Atlantic Chapter of SWANA and mail to Shirl Wright at NMWDA, 100 S. Charles Street, Tower II - Suite 402, Baltimore, MD 21201-2705.
- ◆ American Academy of Environmental Engineers: If you are an environmental engineer, you are eligible to become a member or to be certified in solid waste management by the American Academy of Environmental Engineers. See www.swana-midatl.org or www.aaee.net.



Contact Ryan Kamp
for more information
410-335-5886
www.ccsliners.com

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To place an ad contact:
swright@nmwda.org



Mid-Atlantic Chapter
Solid Waste Association of North America

c/o Northeast MD Waste Disposal Authority
Tower II - Suite 402, 100 South Charles Street
Baltimore, Maryland 21201-2705

Stephen T. Lezinski, Newsletter Editor
steve.lezinski@montgomerycountymd.gov



We're on the Web!
www.swana-midatl.org

December 23, 2011

Page 5

SWANA Guiding Principle:

"Local government is responsible for municipal solid waste management, but not necessarily the ownership and/or operation of municipal solid waste management systems."

Clemm, Hallie (DPW)

From: Robin Davidov [RDavidov@nmwda.org]
Sent: Thursday, February 18, 2010 2:32 PM
To: joyce.doughty@fairfaxcounty.gov; Clemm, Hallie (DPW); Hammond, Sybil (DPW)
Subject: Re: Regional Waste Discussion

Ok for me

Sent using BlackBerry

----- Original Message -----

From: Doughty, Joyce M. <Joyce.Doughty@fairfaxcounty.gov>
To: Hallie Clemm <hallie.clemm@dc.gov>; Robin Davidov; Sybil Hammond <Sybil.Hammond@dc.gov>
Sent: Thu Feb 18 13:57:30 2010
Subject: Regional Waste Discussion

Just wanted to confirm we are still on to meet tomorrow at noon. I know life's been crazy, I saw the mayor answering trash collection questions on Channel 4 this morning.

Joyce M. Doughty, P.E.
Director, Division of Solid Waste
Disposal & Resource Recovery
Fairfax County, Virginia
12000 Government Center Parkway
Suite 458
Fairfax, VA 22035
703-324-5230

Clemm, Hallie (DPW)

From: Clemm, Hallie (DPW)
Sent: Friday, October 08, 2010 2:00 PM
To: 'Robin Davidov'
Subject: RE: Transfer Station Question

Robin....the District sets its tipping prices based on our contract costs.....Prices are not set to attract or kepp waste from entering the system.

The price per ton for the year prior to June was \$53.35 and it is now \$47.27. The reduction is based solely on lower contract prices. The District operates the transfer stations and we are disposing of our combustibile materials at the I-95 ERRF.

Are you asking this because you are seeing leakage from one of your facilities?

From: Robin Davidov [<mailto:RDavidov@nmwda.org>]
Sent: Friday, October 08, 2010 1:11 PM
To: Clemm, Hallie (DPW)
Subject: Transfer Station Question

Hi Halle: It's been a while since we had lunch in the blizzard. You had mentioned that the tipping fees at your transfer station may be decreasing to attract waste. Can you tell me what the price was before July 1 and after July 1 this year (the current price). Also, who operates the transfer station, and where does the waste go for disposal or WTE? If the operator is a hauling company, do they share in the tipping fee revenues? Do you keep records on the origin of the waste?

If it is easier to respond by phone, please give me a call.

Many thanks, hope to see you soon,

Robin

Robin B. Davidov, Executive Director
Northeast Maryland Waste Disposal Authority
100 South Charles Street, Tower II, Suite 402
Baltimore, Maryland 21201-2705
410.333.2730 (office) 410.333.2743 (mobile)
www.nmwda.org www.mdrecycles.org

Clemm, Hallie (DPW)

From: Clemm, Hallie (DPW)
Sent: Wednesday, October 13, 2010 1:20 PM
To: 'Robin Davidov'
Subject: RE: Transfer Station Question

Which company?

-----Original Message-----

From: Robin Davidov [<mailto:RDavidov@nmwda.org>]
Sent: Wednesday, October 13, 2010 1:20 PM
To: Clemm, Hallie (DPW)
Subject: RE: Transfer Station Question

Thanks. One of the hauling companies told me that are taking trash out of Montgomery County to D.C. because of the price. I was just checking.

Regards, Robin Davidov

Clemm, Hallie (DPW)

From: Robin Davidov [RDavidov@nmwda.org]
Sent: Wednesday, October 13, 2010 1:20 PM
To: Clemm, Hallie (DPW)
Subject: RE: Transfer Station Question

Thanks. One of the hauling companies told me that are taking trash out of Montgomery County to D.C. because of the price. I was just checking.

Regards, Robin Davidov

Clemm, Hallie (DPW)

From: Andrew Kays [AKays@nmwda.org]
Sent: Wednesday, December 15, 2010 2:29 PM
To: Murray, Dana; Ennis, Robin; Trivedi, Mehal; Bieniek, Peter; Blackwell, Niti; Clemm, Hallie (DPW); Gutberlet, Mark; Lezinski, Steve; Lippy, Stephen; jmartin@synteccorp.com; Pendleton, Carrie; Roddy, Robin; jneyman@republicservices.com; Sawyers, Doug
Subject: RE: Draft Mid-Atlantic Chapter FY 2010 Annual Report

All,

MDE scheduled the next quarterly solid waste managers and recycling coordinators meeting for January 13, 2011. What is the typical Chapter policy regarding significant scheduling conflicts?

Andrew

From: Murray, Dana [<mailto:DMurray@scsengineers.com>]
Sent: Thursday, December 02, 2010 4:41 PM
To: Ennis, Robin; Trivedi, Mehal; Bieniek, Peter; Blackwell, Niti; Clemm, Hallie; Gutberlet, Mark; Lezinski, Steve; Lippy, Stephen; jmartin@synteccorp.com; Pendleton, Carrie; Roddy, Robin; jneyman@republicservices.com; Andrew Kays; Sawyers, Doug
Subject: Draft Mid-Atlantic Chapter FY 2010 Annual Report

FY 2010 and FY 2011 BOD,

Please find attached the "beast," (a.k.a. Annual Report) for your review and comment. I will send this next Friday the 10th so please send any comments prior to the date.

Thank you,

Dana L. Murray, P.E.
Vice President
SCS ENGINEERS
11260 Roger Bacon Drive
Reston, Virginia 20190
Office: 703.471.6150
Fax: 703.471.6676
Cell: 703.628.5625
dmurray@scsengineers.com
www.scsengineers.com

Clemm, Hallie (DPW)

From: Shirl Wright [SWright@nmwda.org]
Sent: Tuesday, January 03, 2012 1:27 PM
Subject: Board Meeting on January 11, 2012 - SWANA Mid-Atlantic Chapter
Attachments: SWANA Brd Mtg Chptr Mtg 01-11-12 _Sparks MD_.pdf

Good Afternoon & Happy New Year,

The next Board meeting for the SWANA Mid-Atlantic Chapter will be held on Wednesday, January 11, 2012 at EA Engineering, Sparks, MD. A roundtable discussion (topics noted below) will take place immediately following the Board meeting and lunch. If you are interested in attending, please complete the attached registration form and submit to Uriel Rodriguez by Thursday, January 5, 2012. Uriel's contact information is noted on the bottom of the form.

Round Table Discussion Items:

- Preparing for Staff Succession in Public and Private Sectors
- Lessons Learned regarding EPA's Green House Gas Reporting
- Contracts in Development and/or Major Purchases within MD Counties (Piggybacking Opportunities)

Thanks, Shirl

Shirley A. Wright
Administrative Assistant/Network Administrator
Northeast Maryland Waste Disposal Authority
100 South Charles Street, Tower II - Suite 402
Baltimore, MD 21201-2705
T - (410) 333-2730 * F - (410) 333-2721
E-mail: swright@nmwda.org
www.nmwda.org * www.mdrecycles.org

Clemm, Hallie (DPW)

From: Shirl Wright [SWright@nmwda.org]
Sent: Thursday, February 16, 2012 3:07 PM
Subject: Special Edition of the SWANA Mid-Atlantic Chapter Newsletter (WASTECON 2012)

Greetings Chapter Members,

The latest edition of the SWANA Mid-Atlantic Chapter's newsletter is now available for viewing. Please note that this is a special edition, which is devoted entirely to WASTECON 2012. To view the newsletter, go to the following link, or copy and paste into your browser: <http://www.swana-midatl.org/Documents/SwanaNewsletter-February2012SpecialWasteconIssue.pdf>.

Thanks, Shirl

Shirley A. Wright
Administrative Assistant/Network Administrator
Northeast Maryland Waste Disposal Authority
100 South Charles Street, Tower II - Suite 402
Baltimore, MD 21201-2705
T - (410) 333-2730 * F - (410) 333-2721
E-mail: swright@nmwda.org
www.nmwda.org * www.mdrecycles.org

Clemm, Hallie (DPW)

From: Shirl Wright [SWright@nmwda.org]
Sent: Wednesday, February 22, 2012 3:44 PM
Subject: SWANA 2012 Mid-Atlantic Regional Road-E-O - June 15, 2012

Good Afternoon Chapter Members,

This year's Road-E-O will be held at the Midshore II Regional Solid Waste Facility in Ridgely, Maryland on June 15, 2012. If you are interested in participating, you must complete a registration form, as well as a release and waiver. These documents can be downloaded from the Chapter website at the following link:
<http://www.swana-midatl.org/Documents/2012Road-E-ORegistrationForm.pdf>

Thanks, Shirl

Shirley A. Wright
Administrative Assistant/Network Administrator
Northeast Maryland Waste Disposal Authority
100 South Charles Street, Tower II - Suite 402
Baltimore, MD 21201-2705
T - (410) 333-2730 * F - (410) 333-2721
E-mail: swright@nmwda.org
www.nmwda.org * www.mdrecycles.org

Clemm, Hallie (DPW)

From: Shirl Wright [SWright@nmwda.org]
Sent: Thursday, March 01, 2012 1:22 PM
Subject: Mid-Atlantic Chapter SWANA - Board Meeting on March 15
Attachments: SWANA Board Meeting 03-15-12.pdf

Good Afternoon,

The next SWANA Mid-Atlantic Chapter Board meeting will be held on Thursday, March 15, at the Maryland Environmental Service. If you are interested in attending, please complete the attached registration form and send to Uriel Rodriguez by March 12. Uriel's contact information is noted on the bottom of the form.

Thanks, Shirl

Shirley A. Wright
Administrative Assistant/Network Administrator
Northeast Maryland Waste Disposal Authority
100 South Charles Street, Tower II - Suite 402
Baltimore, MD 21201-2705
T - (410) 333-2730 * F - (410) 333-2721
E-mail: swright@nmwda.org
www.nmwda.org * www.mdrecycles.org

Clemm, Hallie (DPW)

From: Shirl Wright [SWright@nmwda.org]
Sent: Wednesday, March 21, 2012 10:55 AM
Subject: 2012 Scholarship Awards Program - SWANA Mid-Atlantic Chapter

Good Morning,

The SWANA Mid-Atlantic Chapter is a believer in supporting the higher education goals of today's youth. The Chapter offers college scholarships to eligible students working toward undergraduate or graduate college degrees. In addition, the Chapter will submit the application of the most-qualified, eligible candidate for the Grant H. Flint Scholarship Awards Program administered by SWANA International. The deadline to apply for 2012 scholarships is May 1, 2012. For additional information, please visit the Chapter Website at: www.swana-midatl.org and click on the Scholarship & Education Information tab.



Mid-Atlantic Chapter 2012 Scholarship Awards Program

Graduating High School Senior: Award - \$500-\$1,500
College/University Students Entering Sophomore Year: Award - \$500-\$
College/University Upper Division Undergraduate: Award - \$750-\$1,
University Graduate Student: Award - \$750-\$1,500
2012 Office Paper Systems Highest Scoring Candidate/Kevin Stearm
Memorial Scholarship Award Program: Award - \$2,000

For eligibility, application forms and instructions, please visit the Web
at www.swana-midatl.org or call (301) 600-3043.

The application deadline is May 1, 2012.

Thanks, Shirl

Shirley A. Wright
Administrative Assistant/Network Administrator
Northeast Maryland Waste Disposal Authority
100 South Charles Street, Tower II - Suite 402
Baltimore, MD 21201-2705
T - (410) 333-2730 * F - (410) 333-2721
E-mail: swright@nmwda.org
www.nmwda.org * www.mdrecycles.org

Clemm, Hallie (DPW)

From: Shirl Wright [SWright@nmwda.org]
Sent: Wednesday, April 11, 2012 1:50 PM
Subject: Newsletter - Mid-Atlantic Chapter of SWANA

Good Afternoon,

The April 2012 newsletter is available for viewing on the Chapter website at the following link:
<http://www.swana-midatl.org/Documents/SWANANewsletter-April2012wAttachments.pdf>

Also attached to the newsletter is a press release from AAEE, as well as information regarding their Excellence in Environmental Engineering Awards & Conference, which is scheduled for April 26, in Washington DC (RSVP by April 15).

Thanks, Shirl

Shirley A. Wright
Administrative Assistant/Network Administrator
Northeast Maryland Waste Disposal Authority
100 South Charles Street, Tower II - Suite 402
Baltimore, MD 21201-2705
T - (410) 333-2730 * F - (410) 333-2721
E-mail: swright@nmwda.org
www.nmwda.org * www.mdrecycles.org

Clemm, Hallie (DPW)

From: Andrew Kays [AKays@nmwda.org]
Sent: Tuesday, April 24, 2012 1:43 PM
To: CPendleton@Geosyntec.com; rmr@dswa.com; DMurray@scsengineers.com; Clemm, Hallie (DPW); jneyman@republicservices.com; dflick@co.pg.md.us; mtrivedi@frederickcountymd.gov; mg2@eaest.com; pbieniek@ccgov.org; slippy@baltimorecountymd.gov; Steve.Lezinski@montgomerycountymd.gov; tford@menv.com; tchilton@harfordcountymd.gov; NBlackwell@howardcountymd.gov; s.lippy@verizon.net
Subject: RE: Next BOD Meeting

May 15 is my preference. The conference room here can only hold 18 or so.

Andrew

"CPendleton@Geosyntec.com" <CPendleton@Geosyntec.com> wrote:

I can make May 15 but not May 23.

From: Robin M. Roddy [mailto:rmr@dswa.com]
Sent: Tuesday, April 24, 2012 1:08 PM
To: akays@nmwda.org; Carrie Pendleton; DMurray@scsengineers.com; Hallie.Clemm@dc.gov; jneyman@republicservices.com; dflick@co.pg.md.us; mtrivedi@frederickcountymd.gov; mg2@eaest.com; pbieniek@ccgov.org; rmr@dswa.com; slippy@baltimorecountymd.gov; Steve.Lezinski@montgomerycountymd.gov; tford@menv.com; tchilton@harfordcountymd.gov; NBlackwell@howardcountymd.gov; s.lippy@verizon.net
Subject: Next BOD Meeting

All,

I realize the clock is ticking re: the location of our next meeting. Please weigh in on these options for the idea of attending a baseball game after our next BOD meeting.

Tuesday, May 15

Mezzanine level tickets are available for the Washington Nationals vs. Padres, 1:05 pm. \$23pp. Hallie had found a \$32 pp option with a meeting room, but this is no longer available. Our meeting would have to be at Hallie's office.

Wednesday, May 23

Upper Reserve tickets are available for Baltimore Orioles vs. Boston RedSox, 12:35 pm. \$20pp. Our meeting would need to be off site. Andrew's office possibly?

Please comment asap as we need to advertise to purchase the block in advance. Thanks, Robin

Clemm, Hallie (DPW)

From: Shirl Wright [SWright@nmwda.org]
Sent: Thursday, April 26, 2012 11:01 AM
Subject: Spring Baseball Outing on May 15 - SWANA Mid-Atlantic Chapter
Attachments: Baseball Outing 2012.pdf

Good Morning,

The SWANA Mid-Atlantic Chapter is planning a Spring Baseball Outing on Tuesday, May 15, 2012 (details attached).

If you are interested in attending, please complete the attached registration form by May 2, and send to Uriel Rodriguez.

Thanks, Shirl

Shirley A. Wright
Administrative Assistant/Network Administrator
Northeast Maryland Waste Disposal Authority
100 South Charles Street, Tower II - Suite 402
Baltimore, MD 21201-2705
T - (410) 333-2730 * F - (410) 333-2721
E-mail: swright@nmwda.org
www.nmwda.org * www.mdrecycles.org

Clemm, Hallie (DPW)

From: Shirl Wright [SWright@nmwda.org]
Sent: Thursday, May 17, 2012 12:04 PM
To: Shirl Wright
Subject: WASTECON 2012 - Volunteers Needed (Earn a Free Registration)
Attachments: WASTECON Volunteer Info Empty.pdf

Good Afternoon,

"SWANA's WASTECON 2012 will be held at the Gaylord National Resort and Convention Center at National Harbor from August 12-16, 2012. Both the Mid-Atlantic Chapter and the Old Dominion Chapter are the local co-hosts for the event.

The Mid-Atlantic Chapter is seeking volunteers that may be interested in proctoring in exchange for free registration to WASTECON as well as other benefits. Our Chapter still has a few volunteer slots remaining for Training Course and Technical Session proctors. Tour slots are currently full but you can still indicate your interest in proctoring a tour in the instance that a commitment falls through.

Attached is a handout which lists the slots for the Training Courses, Technical Sessions and Tours. The handout provides the general description of duties, time commitments, and benefits available for each Training Course, Technical Session and Tour. The time commitments listed in the handout are approximate and may be adjusted slightly once the schedule for WASTECON is finalized.

Note that you must be a SWANA member with dues current now and through WASTECON to be eligible to proctor a Training Course, Technical Session, or Tour.

If you are interested in being a Training Course, Technical Session or Tour proctor, meet the eligibility requirements and can meet the time commitments, please respond to Niti Blackwell at nblackwell@howardcountymd.gov by 5 pm on May 25, 2012 with your first, second and third choice for proctor slot. Also indicate whether you would be willing to accept any slot if your choices are already taken. Assignments will be based on the order of the responses received.

Slots are limited and very valuable so please take time to carefully consider the time commitments before responding. You must attend all days of the Training Course, Technical Session or Tour for which you are assigned. If you have any questions, please contact Niti Blackwell as soon as possible.

The Old Dominion Chapter is coordinating volunteers to help with Registration. Registration volunteers do not have to be SWANA members, however, if they volunteer for all 4 days of the conference (plus attend the required training) they can earn a full registration for a SWANA member within their organization. If you are interested in being a Registration volunteer, please contact Pam Gratton with Fairfax County at pamela.gratton@fairfaxcounty.gov directly."

Shirley A. Wright
Administrative Assistant/Network Administrator

Northeast Maryland Waste Disposal Authority
100 South Charles Street, Tower II - Suite 402
Baltimore, MD 21201-2705
T - (410) 333-2730 * F - (410) 333-2721
E-mail: swright@nmwda.org
www.nmwda.org * www.mdrecycles.org

Clemm, Hallie (DPW)

From: Shirl Wright [SWright@nmwda.org]
Sent: Tuesday, July 03, 2012 3:38 PM
To: Shirl Wright
Subject: Mid-Atlantic Chapter of SWANA - Board Meeting at Geosyntec Consultants on 7-12-12
Attachments: SWANA Brd Mtg Chptr Mtg 07-12-12.pdf

Importance: High

Good Afternoon,

The next Board meeting of the Mid-Atlantic Chapter of SWANA will be held on July 12, 2012 at Geosyntec Consultants, in Columbia, Maryland. If you are interested in attending, please complete the attached registration form and send to Uriel Rodriguez by Monday, July 9th. Uriel's contact information is located on the bottom of the registration form.

Hope everyone has an enjoyable and safe Independence Day holiday!

Shirl

Shirley A. Wright
Administrative Assistant/Network Administrator
Northeast Maryland Waste Disposal Authority
100 South Charles Street, Tower II - Suite 402
Baltimore, MD 21201-2705
T - (410) 333-2730 * F - (410) 333-2721
E-mail: swright@nmwda.org
www.nmwda.org * www.mdrecycles.org

Clemm, Hallie (DPW)

From: Shirl Wright [SWright@nmwda.org]
Sent: Tuesday, July 24, 2012 2:01 PM
To: Shirl Wright
Subject: Newsletter - Mid-Atlantic Chapter of SWANA (July 2012 Issue)

Good Afternoon,

The latest issue of the Mid-Atlantic Chapter's newsletter is now available. Please click on the following link or copy and paste into your browser: <https://dl.dropbox.com/u/19104631/SWANA%20Mid-Atlantic%20Chapter%20Newsletter%20%287-24-12%29.pdf>

IMPORTANT NOTE: Unfortunately, the Chapter's website is currently down due to a hardware malfunction. Pinnacle Communications (website host) hopes to have everything back up and running by tomorrow.

Thanks, Shirl

Shirley A. Wright
Administrative Assistant/Network Administrator
Northeast Maryland Waste Disposal Authority
100 South Charles Street, Tower II - Suite 402
Baltimore, MD 21201-2705
T - (410) 333-2730 * F - (410) 333-2721
E-mail: swright@nmwda.org
www.nmwda.org * www.mdrecycles.org

Clemm, Hallie (DPW)

From: Andrew Kays [AKays@nmwda.org]
Sent: Friday, August 03, 2012 10:52 AM
To: Blackwell, Niti; Lezinski, Steve; hilton, tom; Gutberlet, Mark; PBieniek@ccgov.org
Cc: s.lippy@verizon.net; rmr@dswa.com; CPendleton@Geosyntec.com; dmurray@scsengineers.com; Clemm, Hallie (DPW); jneyman@republicservices.com; mtrivedi@frederickcountymd.gov; TFORD@menv.com; dlflick@co.pg.md.us
Subject: RE: nominations

I approve

From: Blackwell, Niti [mailto:nblackwell@howardcountymd.gov]
Sent: Friday, August 03, 2012 10:09 AM
To: Lezinski, Steve; hilton, tom; Gutberlet, Mark; PBieniek@ccgov.org
Cc: s.lippy@verizon.net; rmr@dswa.com; CPendleton@Geosyntec.com; dmurray@scsengineers.com; hallie.clemm@dc.gov; Andrew Kays; jneyman@republicservices.com; mtrivedi@frederickcountymd.gov; TFORD@menv.com; dlflick@co.pg.md.us
Subject: RE: nominations

I vote to approve the nominations as well. Thanks.

From: Lezinski, Steve [mailto:Steve.Lezinski@montgomerycountymd.gov]
Sent: Friday, August 03, 2012 7:51 AM
To: hilton, tom; Gutberlet, Mark; PBieniek@ccgov.org
Cc: s.lippy@verizon.net; rmr@dswa.com; Blackwell, Niti; CPendleton@Geosyntec.com; dmurray@scsengineers.com; hallie.clemm@dc.gov; AKays@nmwda.org; jneyman@republicservices.com; mtrivedi@frederickcountymd.gov; TFORD@menv.com; dlflick@co.pg.md.us
Subject: RE: nominations

I approve.

Stephen T. Lezinski, Engineer III
Montgomery County DEP/DSWS
16101 Frederick Road
Derwood, MD 20855
Tel: 240-777-6590
Cel: 240-832-0414
Fax: 301-840-2385
Email: steve.lezinski@montgomerycountymd.gov

From: hilton, tom [mailto:tchilton@harfordcountymd.gov]
Sent: Friday, August 03, 2012 7:49 AM
To: 'Gutberlet, Mark'; PBieniek@ccgov.org
Cc: s.lippy@verizon.net; rmr@dswa.com; nblackwell@howardcountymd.gov; CPendleton@Geosyntec.com; dmurray@scsengineers.com; hallie.clemm@dc.gov; AKays@nmwda.org; Lezinski, Steve; jneyman@republicservices.com; mtrivedi@frederickcountymd.gov; TFORD@menv.com; dlflick@co.pg.md.us
Subject: RE: nominations

I approve.

Thomas C. Hilton, P.E.
Deputy Director
Harford County Department of Public Works
Division of Environmental Services
3135 Scarboro Road
Street, Maryland 21154

Ph. 410.638.3513
Fax. 410.638.4019



Like us on Facebook! [Harford County Office of Recycling](#)

From: Gutberlet, Mark [<mailto:mgutberlet@eaest.com>]
Sent: Friday, August 03, 2012 12:12 AM
To: PBieniek@ccgov.org
Cc: s.lippy@verizon.net; rnr@dswa.com; nblackwell@howardcountymd.gov; CPendleton@Geosyntec.com; dmurray@scsengineers.com; hallie.clemm@dc.gov; AKays@nmwda.org; Steve.Lezinski@montgomerycountymd.gov; jneyman@republicservices.com; mtrivedi@frederickcountymd.gov; TFORD@menv.com; dlflick@co.pg.md.us; hilton, tom
Subject: Re: nominations

Third.

Thanks, Andrew! You're the best!!! Good luck with Steve! ;-)

On Aug 2, 2012, at 9:42 PM, "PBieniek@ccgov.org" <PBieniek@ccgov.org> wrote:

If we are approving by email I vote approve with changes recommended by steve.

Sent from my iPhone

On Aug 2, 2012, at 9:17 PM, "Steve Lippy" <s.lippy@verizon.net> wrote:

We as BOT needs to approve before it is submitted to the general membership before August 20.

I approve; however, my status needs to be changed to "Baltimore County . . .(retired)/ MES (part-time)"; or just "retired." Since my work with MES is on-call, limited basis, I don't think it should be listed by itself without BC (retired) also.

Apparently, Mark got tired of my comments on his minutes, so now Andrew will be subjected to them.

Steve

On 08/02/12, Robin M. Roddy<rnr@dswa.com> wrote:

All,
Please see the attached recommended Mid-Atlantic Chapter Board of Directors 2012-2013 slate to be voted on for our September 19, 2012 Annual Meeting. The Nominating Committee (myself, Andrew and Niti) spoke with existing members over the past several weeks to gauge interest. Darryl (Lee) Flick is the only

member that was not able to renew his commitment. The Nominating Committee is recommending Jonathon Meyers (ARM) to fill the open position.
Robin Roddy

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Clemm, Hallie (DPW)

From: Andrew Kays [AKays@nmwda.org]
Sent: Thursday, September 20, 2012 9:46 AM
To: Gutberlet, Mark; CPendleton@Geosyntec.com; DMurray@scsengineers.com; Clemm, Hallie (DPW); jneyman@republicservices.com; dlflick@co.pg.md.us; mtrivedi@frederickcountymd.gov; NBlackwell@howardcountymd.gov; pbieniek@ccgov.org; rmr@dswa.com; s.lippy@verizon.net; Steve.Lezinski@montgomerycountymd.gov; tford@menv.com; tchilton@harfordcountymd.gov
Subject: RE: SWANA BOD Sept. Meeting Minutes

So, I guess that means I do not have to take minutes, right...?

-----Original Message-----

From: Gutberlet, Mark [mailto:mgutberlet@eaest.com]
Sent: Wednesday, September 19, 2012 8:21 PM
To: Andrew Kays; Carrie Pendleton (CPendleton@Geosyntec.com); Dana Murray (DMurray@scsengineers.com); Hallie Clemm (Hallie.Clemm@dc.gov); John Neyman (jneyman@republicservices.com); Lee Flick (dlflick@co.pg.md.us); Mehal Trivedi (mtrivedi@frederickcountymd.gov); Gutberlet, Mark; Niti Blackwell (NBlackwell@howardcountymd.gov); Peter Bieniek (pbieniek@ccgov.org); Robin Roddy (rmr@dswa.com); s.lippy@verizon.net; Steve Lezinski (Steve.Lezinski@montgomerycountymd.gov); Tim Ford (tford@menv.com); Tom Hilton (tchilton@harfordcountymd.gov)
Subject: SWANA BOD Sept. Meeting Minutes

Please let me know if you have any comments. I have a comment - **last BOD minutes!!!** Woo hoo!!!

Mark Gutberlet, P.E.

Civil Engineer/Project Manager
EA Engineering, Science, and Technology, Inc.
225 Schilling Circle, Hunt Valley, Maryland 21031
Phone: (410) 329-5135
Fax: (410) 771-1625
E-mail: mg2@eaest.com

Clemm, Hallie (DPW)

From: Andrew Kays [AKays@nmwda.org]
Sent: Thursday, October 04, 2012 12:13 PM
To: Clemm, Hallie (DPW)
Subject: October 12

Halle,

Thank you for the callback. 11:30 AM on October 12 works for us. We are also fine with Arcadis being present at the meeting.

Best,

Andrew

Chris' email for the invite:

cskaggs@nmwda.org

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Northeast Maryland Waste Disposal Authority
Tower II, Suite 402
100 S. Charles Street
Baltimore, MD 21201-2705
410.333.2730

www.nmwda.org www.mdrecycles.org

Clemm, Hallie (DPW)

From: Clemm, Hallie (DPW)
Sent: Thursday, October 04, 2012 12:31 PM
To: 'Andrew Kays'
Subject: RE: October 12

Andrew...that is great....see you then and watch out for speed cameras....they are everywhere.

From: Andrew Kays [<mailto:AKays@nmwda.org>]
Sent: Thursday, October 04, 2012 12:13 PM
To: Clemm, Hallie (DPW)
Subject: October 12

Halle,

Thank you for the callback. 11:30 AM on October 12 works for us. We are also fine with Arcadis being present at the meeting.

Best,

Andrew

Chris' email for the invite:

cskaggs@nmwda.org

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Clemm, Hallie (DPW)

From: Andrew Kays [AKays@nmwda.org]
Sent: Thursday, October 04, 2012 12:47 PM
To: Clemm, Hallie (DPW)
Subject: Accepted: Discussion with the Northeast Maryland Waste Disposal Authority

Clemm, Hallie (DPW)

From: Shirl Wright [SWright@nmwda.org]
Sent: Wednesday, November 14, 2012 3:03 PM
To: Shirl Wright
Subject: SWANA Mid-Atlantic Chapter Newsletter - November 2012 Issue

Good Afternoon Chapter Members,

The most recent issue of the Chapter's newsletter is now available for viewing from the Chapter website at the following link:

<http://swana-midatl.org/Documents/SwanaNewsletterNovember2012Issue.pdf>

Thanks, Shirl

Shirley A. Wright
Administrative Assistant/Network Administrator
Northeast Maryland Waste Disposal Authority
100 South Charles Street, Tower II - Suite 402
Baltimore, MD 21201-2705
T - (410) 333-2730 * F - (410) 333-2721
E-mail: swright@nmwda.org
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Clemm, Hallie (DPW)

From: Shirl Wright [SWright@nmwda.org]
Sent: Friday, November 16, 2012 12:21 PM
To: Shirl Wright
Subject: Chapter Board Meeting - MDE Presentation (Storm Overview) 11-15-12

Good Afternoon,

As a follow-up to yesterday's Chapter Board meeting, we are providing a link to download the MDE presentation – 12-SW General Permit for Stormwater Discharges Associated with Industrial Activity (Tentative Determination).

The presentation (PowerPoint or PDF version) can be downloaded from the Chapter website at the following link: <http://www.swana-midatl.org/links.htm>.

Thanks, Shirl

Shirley A. Wright
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E-mail: swright@nmwda.org
www.nmwda.org * www.mdrecycles.org

Clemm, Hallie (DPW)

From: Andrew Kays [AKays@nmwda.org]
Sent: Friday, November 30, 2012 2:20 PM
To: hilton, tom; Blackwell, Niti; dmurray@scsengineers.com; Gutberlet, Mark; Clemm, Hallie (DPW); jmeyers@armgroup.net; jneyman@republicservices.com; mtrivedi@fredco-md.net; PBieniek@ccgov.org; Pendleton, Carrie; rmr@dswa.com; Steve Lippy; Steve.Lezinski@montgomerycountymd.gov; tford@menv.com
Subject: Mid-Atlantic SWANA Board of Directors 11.15.12 Meeting Minutes
Attachments: MDE Presentation 11-15-12 - Storm Overview.pdf; Agenda and Handouts for 11.15.12.pdf; 2012-11-29 SWANA BOD Minutes_DRAFT.doc

Good afternoon,

Please find the draft minutes and related handouts from the 11.15.12 Board of Directors Meeting. Please supply comment or correction to me at your earliest convenience.

A quick reminder: We are to forward ideas for a disaster debris "after action" round table to Pete Bieniek to use in the January meeting. Topics are tentatively due the middle of December.

Best regards,

Andrew

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of North America

**MID-ATLANTIC CHAPTER
Howard County Government
Gateway Building
6751 Columbia Gateway Drive, Rm. 303
Columbia, Maryland 21046**

Date: November 29, 2012
To: Board of Directors - SWANA Mid-Atlantic Chapter
From: Andrew Kays, Secretary
Re: November 15, 2012 Board of Directors Meeting Minutes

CALL TO ORDER

- Niti Blackwell, Chapter President, called the November 15, 2012 Mid-Atlantic Chapter Board of Directors (BOD) meeting to order at 10:05 AM at the Howard County Government Gateway Building in Columbia, MD.

INTRODUCTIONS

- The Board of Directors and other members present introduced themselves.
- A sign-in sheet was circulated for members to sign-in. An attendance list is included at the end of these minutes.

PRIOR MEETING MINUTES

- Minutes from the September 19, 2012 BOD meeting were presented and approved (Motion by Steve Lippy, 2nd by John Neyman).

OFFICER REPORTS AND DISCUSSION

- President's Report
 - Niti Blackwell participated in the Chapter Officer's Call on October 16, 2012 and reported the following information from the call:
 - The individual Chapters will now be responsible for insurance payments payable to National SWANA.
 - Annual Financial and progress forms are due by December 31, 2012. (Mark Gutberlet has the forms and will complete).
 - There are new application forms.
 - There was a discussion of the breakdown of general membership [60% Public, 29% private with the remainder small business, retired and student].
 - SWANA National has a membership goal of 8,905 [currently 8,106].
 - The next call is on January 23, 2013.
 - Niti will coordinate with Carrie Pendleton to form an audit committee. Of note, the audit should be performed before completing the annual financial report.



MID-ATLANTIC CHAPTER
Board of Directors Meeting
Meeting Minutes

■ **Treasurer's Report**

- Carrie Pendleton was not present. Niti Blackwell reported that Carrie will have the budget summary for the January 2013 meeting. There were no changes from the last report other than noting the receipt of a check from SWANA for the Chapter's efforts at WASTECON (in the amount of \$7,289.22).

■ **Secretary's Report**

- Andrew Kays had no report. Past Secretary Mark Gutberlet noted that he will complete the 2012 Annual Report.

■ **Chapter Director's Report**

- Dana Murray handed out the revised organization chart for SWANA National. Mary Beth Wojtaszek is now the Deputy Executive Director for SWANA but is maintaining her responsibilities for planning WASTECON.
- The International Board (IB) will hold a planning committee conference call in December 2012. Region 4 will have a call in December 2012 as well. These meetings are to provide input for the Executive Committee Winter Meeting in 2013. There will be a follow-up call in March 2013.

COMMITTEE REPORTS AND DISCUSSION

■ **Programs**

- MRN-SWANA (June 20-21, 2013) Tom Hilton and John Neyman reported on the planning for the combined conference. There will be a call on November 16, 2012.
 - Tom is coordinating with Dr. Walter Maestri (disaster planning consultant) to be a keynote speaker at the conference. The BOD discussed possible remuneration for Mr. Maestri for providing a keynote address and participating on a panel during one of the sessions.
 - The BOD approved (Motion by D. Murray, 2nd by S. Lippy) for the expenditure of \$1,000 in compensation for costs associated with speaking at the conference for Mr. Maestri. This motion was modified as noted below:
 - The BOD approved (Motion by P. Bieniek, 2nd by M. Gutberlet) the Programs Committee to negotiate up to \$1,000 in compensation for costs associated with speaking at the conference.
 - The BOD also discussed the following potential topics for the conference:
 - Operations impacts of tropical storms (loss of power, air space consumption and challenges with certain C&D materials);
 - Possible round table/open panel discussion of disaster responses (after action discussion);



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MID-ATLANTIC CHAPTER
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Meeting Minutes

- Effect on landfill operations during law enforcement led searches for bodies in landfills.
- RODEO
 - MES is investigating option of hosting the RODEO again as Delaware is not interested in hosting this year. Tim Ford was to get back to Niti within the week to let her know whether MES could host it again next year. A decision by the committee in regards to the location of the event needs to be made in the next few weeks.
 - Steve Lippy will assist Chuck Ingram of MES on the committee.
- Training
 - Chapter led Training Courses
 - The BOD discussed hosting two training courses in 2013. The discussion included a review of the WASTECON participant training summary. The Chapter will host the Transfer Station Certification class in March of 2013. The lecture will be held at the DUSWM offices in Frederick County with a tour of the transfer station at Reichs Ford Road Landfill. Don Birnesser of KCI will teach the course. Fees will be \$325 per student plus \$100 for the exam. Pete Bieniek suggested adding a second instructor for the course.
 - The BOD discussed a second course (likely Manager of Landfill Operations) to be held in the fall of 2013. The HEAT Center was suggested as a location.
- Membership
 - Tim Ford distributed a membership report (attached).
 - There was a net increase of thirteen members since the last report and a total of forty-four new members in the Chapter for the year to date.
 - Tim noted that SWANA National does not track the source (e.g., existing member referral, Chapter recruiting or SWANA marketing) of the new members.
 - The BOD also discussed an initiative for referrals and placing Chapter related materials in an exhibitor's booth at the MRN Conference.
- Scholarship
 - Mehal Trivedi reported that the application forms are on the Chapter website. Applications are due May 1.
 - Mehal is verifying that OPS will still be sponsoring the \$2,000 Kevin Stearman Memorial Scholarship.
 - It is likely that the Chapter can hold the awards ceremony during lunch at the MRN-SWANA Conference.



MID-ATLANTIC CHAPTER
Board of Directors Meeting
Meeting Minutes

■ **Budget**

- Carrie Pendleton was not present but Niti Blackwell presented the budget related matters for discussion (see above).

■ **Legislative Liaison**

- Jonathan Myers reported on several biogas laws in California.
- The comment period for the Stationary Combustion Turbine Rule has been extended by 60 days. [<http://www.regulations.gov/#!/documentDetail;D=EPA-HQ-OAR-2004-0490-0327>]. This Rule may affect Landfill Gas to Energy projects.
- The BOD discussed Renewable Energy Tax Credits, Renewable Identification Number [RIN] Fraud and a recent letter to the International Trade Commission regarding the status of international E-waste market.

■ **Technical Division Liaison**

- Pete Bieniek will continue to forward emails with Technical Division information.

■ **Newsletter**

- Steve Lezinski noted that the next edition of the newsletter will be issued in January. Submission dates and details will follow.
- Discussion of having an issue with the biographies of the BOD; Directors to send information to Steve.
- Steve and Tim Ford will discuss the new membership initiative for a future article.

OLD BUSINESS

- **Upcoming Board Meeting Dates and Locations** – Niti Blackwell requested ideas for future Board meetings. The BOD discussed options and agreed to the following meetings:
 - Thursday, January 17, 2013 – MES Headquarters in Anne Arundel County, MD (Disaster Debris) **BOD or members to send topics to Peter Bieniek by mid-December, 2012.
 - Thursday, March 21, 2013 –Howard County, MD (Alpha Ridge Landfill Composting Tour?)
 - Thursday, May 16, 2011 –Cecil County, MD(E&S pretreatment tour)

NEW BUSINESS

- Bylaws changes are due by January;



**MID-ATLANTIC CHAPTER
Board of Directors Meeting
Meeting Minutes**

- Niti reported that Carrie Pendleton is investigating Professional Development Hours compatibility with SWANA CEUs. Steve Lippy to assist. Steve mentioned that he is trying to get SWANA to change their CEU's to PDH's to be compatible with most state boards and that he would check with SWANA to see if they could become an approved provider for PDH's for MD.
- Chapter Committees – The BOD discussed participation in the following committees:
 - By-Laws Committee [Andrew Kays, Steve Lippy, Niti Blackwell];
 - Training Committee [Peter Bieniek, Niti Blackwell and Brent Diehlman];
 - Program Committee [Tom Hilton, John Neyman, Robin Roddy];
 - Audit Committee [Carrie Pendleton, Mark Gutberlet].
- Tom Hilton introduced Mr. Timothy Whittie who is the new Director of Public Works for Harford County.

ADJOURN

The BOD meeting adjourned at 12:07 PM.

The next meeting will be Thursday, January 17th, 2013 at the MES headquarters in Anne Arundel County.

Andrew Kays, Secretary



**MID-ATLANTIC CHAPTER
Board of Directors Meeting
Meeting Minutes**

Attendance List – November 15, 2012 BOD Meeting

<i>Name</i>	<i>Affiliation</i>	<i>Phone #</i>	<i>E-Mail</i>	<i>Role</i>	<i>Present</i>
Board of Directors					
Niti Blackwell	Howard County	(410) 313-6418	nblackwell@howardcountymd.gov	President	Yes
Robin Roddy	Delaware Solid Waste Authority	(302) 764-5385	rrr@dswa.com	Past President	Yes
Mark Gutberlet	EA Engineering	(410) 771-4950	mgutberlet@east.com	Vice President	Yes
Carrie Pendleton	Geosyntec Consultants	(410) 707-3655	cpendleton@geosyntec.com cpendleton@geosyntec.com	Treasurer	No
Dana Murray	SCS Engineers, Inc.	(703) 471-6150	dmurray@scsengineers.com	Chapter Director	Yes
Mehal Trivedi	Frederick County, MD	(301) 600-3043	mtrivedi@frederickcountymd.gov mtrivedi@fredeo-md.net	Director, Alt. Chapter Director	Yes
Andrew Kays	NMWDA	(410) 333-2730	akays@nmwda.org	Secretary	Yes
Peter Bieniek	Cecil County	(410) 996-6275	pbieniek@ccgov.org	Director	Yes
Hallie Clemm	DC DPW	(202) 645-0744	Hallie.clemm@dc.gov	Director	No
Stephen Lezinski	Montgomery County, MD	(240) 777-6590	steve.lezinski@montgomerycountymd.gov	Director	Yes
Steve Lippy	Semi-retired	(410) 296-9150	s.lippy@verizon.net	Director	Yes
Jonathon Myers	ARM Group	(410) 290-7775	jmyers@armgroup.net	Director	Yes
John Neyman	Allied Waste Services	(302) 658-4097	jneyman@republicservices.com	Director	Yes
Tim Ford	Maryland Environmental Service	(410) 729-8370	tford@menv.com	Director	Yes

Other Attendees:

Timothy Whittie, Harford County
Eric Burdine, Carroll County
Kordell Wilen, Cecil County

SWANA						
MID-ATLANTIC CHAPTER						
CHANGE IN NET ASSETS						
FISCAL YEAR 2013						
OCTOBER 1, 2012 TO DECEMBER 31, 2012						
REVENUE:						
	Dues				\$ 1,610.00	
	Technical Seminars/Meetings				\$ 23.00	
	SWANA Training - Managing Recycling Systems				\$ -	
	SWANA Training - MOLO				\$ -	
	Interest Income				\$ 636.35	
	Crab Feast				\$ 825.00	
	WASTECON				\$ 7,789.22	
	ROAD-E-O				\$ -	
	Other				\$ -	
	Advertising				\$ -	
		Total Revenue				\$ 10,883.57
EXPENSES:						
	Supplies				\$ -	
	Postage				\$ -	
	Travel/Registration Fees				\$ -	
	Insurance				\$ -	
	Technical Seminars/Meetings				\$ -	
	SWANA Training - Managing Recycling Systems				\$ -	
	SWANA Training - MOLO				\$ -	
	Crab Feast				\$ -	
	Scholarships				\$ -	
	WASTECON				\$ 1,503.54	
	ROAD-E-O				\$ -	
	Other				\$ -	
		Total Expense				\$ 1,503.54
INCREASE (DECREASE) IN NET ASSETS						\$ 9,380.03

SWANA
MID-ATLANTIC CHAPTER
EXPENSE SUMMARY
FISCAL YEAR 2012
OCTOBER 1, 2012 TO DECEMBER 31, 2012

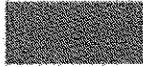
Date	Ch Num	Payee	Supplies	Postage	Travel	Insurance	Meetings	SWANA	SWANA	Grab Feast	Scholarships	WASTECON	ROAD-F-O	Other	Total	Non-
								Training	Training							
												Expenses	Expenses			
3-Oct	919	Mehal Trivedi (WASTECON parking)										\$ 33.00			\$ 33.00	
4-Oct	918	Niti Blackwell (WASTECON room & parking)										\$ 256.54			\$ 256.54	
9-Oct	915	Pamela Gretton (WASTECON tour lunch)										\$ 505.00			\$ 505.00	
17-Oct	913	Steve Lippy (WASTECON travel)										\$ 709.00			\$ 709.00	
TOTAL			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,503.54	\$ -	\$ -	\$ 1,503.54	

**SWANA
MID-ATLANTIC CHAPTER
REVENUE SUMMARY
FISCAL YEAR 2012**

OCTOBER 1, 2012 TO DECEMBER 31, 2012

Date	Item	Dues	Meetings	SWANA Training Recycling	SWANA Training MOLO	Accrued Interest	Crab Feast	WASTECON	ROAD-E-O	Other	Advertising	Total
15-Oct	SWANA Dues	\$ 712.00										\$ 712.00
31-Oct	Bank of America Savings					\$ 0.91						\$ 0.91
31-Oct	SWANA Promissory Note #3 (5/31/13) Accrued Interest					\$ 61.90						\$ 61.90
31-Oct	SWANA Promissory Note #485 (8/31/13) Accrued Int.					\$ 102.16						\$ 102.16
31-Oct	SWANA Promissory Note #6 (7/31/15) Accrued Int.					\$ 46.42						\$ 46.42
2-Nov	Miscellaneous Check and Cash Deposit		\$ 23.00				\$ 825.00	\$ 7,789.22				\$ 8,637.22
21-Nov	SWANA Dues	\$ 623.00										\$ 623.00
30-Nov	Bank of America Savings					\$ 0.66						\$ 0.66
30-Nov	SWANA Promissory Note #3 (5/31/13) Accrued Interest					\$ 62.16						\$ 62.16
30-Nov	SWANA Promissory Note #485 (8/31/13) Accrued Int.					\$ 102.60						\$ 102.60
30-Nov	SWANA Promissory Note #6 (7/31/15) Accrued Int.					\$ 46.62						\$ 46.62
13-Dec	SWANA Dues	\$ 275.00										\$ 275.00
31-Dec	Bank of America Savings					\$ 0.67						\$ 0.67
31-Dec	SWANA Promissory Note #3 (5/31/13) Accrued Interest					\$ 62.42						\$ 62.42
31-Dec	SWANA Promissory Note #485 (8/31/13) Accrued Int.					\$ 103.02						\$ 103.02
31-Dec	SWANA Promissory Note #6 (7/31/15) Accrued Int.					\$ 46.81						\$ 46.81
	TOTAL	\$ 1,610.00	\$ 23.00	\$ -	\$ -	\$ 636.35	\$ 825.00	#####	\$ -	\$ -	\$ -	\$ 10,883.57

SWANA - Involvement



2013 MRN/SWANA-MA Conference Program - DRAFT (1/4/13)

What to Expect When You're NOT Expecting

Thursday, June 20, 2013

7:30 a.m. - 5 p.m.

Registration Open

8:00 a.m. - 9:00 a.m.

Continental Breakfast in Exhibit Area

9:00 a.m. - 9:30 a.m.

Welcome

- Niti Blackwell, P.E., President of SWANA's Mid-Atlantic Chapter, Bureau of Environmental Services, Howard County, Department of Public Works
- Tanya Adams, President of MRN, Recycling Coordinator, Cecil County Recycling

9:30 a.m. - 10:15 a.m.

Keynote: Dr. Walter S. Maestri, Former Emergency Manager for Jefferson Parish, Louisiana - Recovering from Katrina *Confirmed*

10:15 a.m. - 10:45 a.m.

Break and Exhibits Open

10:45 a.m. - 12:15 p.m.

Concurrent Technical Sessions

MRN - Markets Update - Richard Keller (Charlie) *Confirmed* & Jerry Powell (Lori) *Confirmed*

SWANA - Avoiding the Debris Cliff - Be Calm Before the Storm - Emergency Debris Management

- Preparing Harford County Debris Management Plan - Tom Hilton *Confirmed*
- Contracting Standby Emergency Debris Management Services - Dr. Walter Maestri *Confirmed*
- Landfill impacts of receiving large quantities of construction and demolition debris from disasters - SCS Engineers (Michael Kalish) *Confirmed*

12:15 - 1:30 p.m.

Lunch and Exhibits Open

- MRN Awards
- SWANA Scholarships
- MRN Elections & Business Meeting

1:30 p.m. - 2:15 p.m.

Concurrent Technical Sessions:

MRN - Product Stewardship

- Scott Cassell – Product Stewardship Institute (Lori) *Confirmed*
- Chaz Miller – NSWMA (Peter) *Confirmed*

SWANA - Maximizing Reimbursement Potential

- Debris Management Recordkeeping, Documentation & Monitoring Requirements – Ed Budnick, FEMA -*Confirmed.*

2:15 p.m. - 2:45 p.m.

Break and Exhibits Open

2:45 p.m. - 3:30 p.m.

Concurrent Technical Sessions

MRN – Composting Policy Overview

- Hilary Miller (Peter) – Composting Workgroup Report *Confirmed*
- Delegate Heather Mizeur (Charlie) – MD Legislation *Invited*

SWANA - What to do when your landfill suddenly becomes a crime scene (evidence retrieval)

- King George Landfill Case History – Lisa Kardell & Thomas Cus, Waste Management *Confirmed*
- Law Enforcement Perspective - Harford County Sheriffs office - Lieutenant Dave Elliot - *Confirmed*

3:30 p.m. - 4:45 p.m.

Plenary Session

Option 1 – Managing the Unthinkable

- Barry Eck, President of the New Jersey Emergency Management Agencies and Emergency Manager of Sayreville, NJ, will discuss his first hand experiences with Superstorm Sandy and debris management activities. – *Interested but not yet confirmed*

Fall-back - Option 2 – Picking Up The Pieces

- Panel Discussion from local agencies on how they handled debris from Hurricane Sandy, Hurricane Irene, Derecho, tornados, etc. – Public Agency Panel Members – *Still waiting to confirm panel members.*

5:00 p.m.

Networking Reception with Refreshments & Hors D'Oeuvres (in Exhibit area)

Friday, June 21, 2013

8:00 a.m. - Noon

Registration

8:30 a.m. - 9:00 a.m.

Continental Breakfast in Exhibit Area

9:00 a.m. - 9:45 a.m.

Key note address: Tim Croll, Director of Recycling for Seattle Public Utility - Seattle's recycling and food waste/yard waste composting programs (Chaz) *Confirmed*

9:45 a.m. - 10:15 a.m.

Break and Exhibits Open

10:15 a.m. - 11:00 a.m.

Plenary Session: Organics Nationwide

- Lisa A. Skumatz, Ph.D., Skumatz Economic Research Associates, Inc. (Charlie) *Confirmed*

11:00 a.m. - 11:15 a.m.

Break and Exhibits Open

11:15 a.m. - 12:15 p.m.

Plenary Session - Organics in Maryland

- Composting Operation: Jeff Danis (Gemma) - Howard County Operations *Confirmed*
- Food Scraps Collection: Alan Wilcom, Chief, Recycling Division, Dept. of Public Works, Bureau of Environmental Services, Howard County Maryland (Peter) *Confirmed*
- New Technology in Organics Processing: Craig Stuart Paul, President, Fiberight (Lori) *Confirmed*

12:15 p.m. - 1:30 p.m.

Lunch

SWANA - Involvement

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Recovering from a Crisis *Confirmed*

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SWANA – [Redacted]

- [Redacted] *Confirmed*
- [Redacted] *Confirmed*
- [Redacted] *Confirmed*

12:15 - 1:30 p.m.

Lunch and Exhibits Open

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1:30 p.m. - 2:15 p.m.

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- Scott Cassell – Product Stewardship Institute (Lori) *Confirmed*
- Chaz Miller – NSWMA (Peter) *Confirmed*

SWANA - Maximizing Reimbursement Potential

- Debt Management Recordkeeping, Documentation & Monitoring Requirements - Panel *Confirmed.*

2:15 p.m. - 2:45 p.m.

Break and Exhibits Open

2:45 p.m. - 3:30 p.m.

Concurrent Technical Sessions

MRN – Composting Policy Overview

- Hilary Miller (Peter) – Composting Workgroup Report *Confirmed*
- Delegate Heather Mizeur (Charlie) – MD Legislation *Invited*

SWANA -

- *Confirmed.*
- *Confirmed*

3:30 p.m. - 4:45 p.m.

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- *Still waiting to confirm panel members.*

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12:15 p.m. - 1:30 p.m.

Lunch

MARKETING PLAN

Marketing Channels

- Direct Mail (PostCard) – 1x or 2x ?
- Email (Bi-Weekly then Weekly)
 - MRN Newsletter & Updates
 - SWANA-MA ??
- ListSers (Bi-Weekly)
 - JTRProfessionalRecyclersNetwork@yahoogroups.com
 - ???
- PR
 - Resource Recycling - <http://www.resource-recycling.com/>
 - Recycling Today - <http://www.recyclingtoday.com/>
 - Recycling International - <http://www.recyclinginternational.com/home>
 - Waste & Recycling News - <http://www.wasterecyclingnews.com/>
 - Solid Waste News - <http://solidwasteneews.com/>
 - Waste Management News - <http://www.waste-management-world.com/index.html>
 - Waste Business Journal - <http://www.wastebusinessjournal.com/news.htm>
 - Waste 360 - <http://waste360.com/>
 - Waste Dive - <http://www.wastedive.com/>
 - ???
- Social Media (FB/LI/TW)
- Sponsor/Exhibitor Co-Promotion
- Webinars (Sneak Previews)
- Word of Mouth
 - Board Members
 - Friends Of...

Marketing Messages

- General – Conference Overview
- Tantalizing Tidbits – Brief Preview/Anecdote/Research Finding...

Marketing Schedule – Distributed through all channels (except direct mail 2/15 & webinars)

<i>Date</i>	<i>Content</i>
15-Jan	General
1-Feb	Tidbit
15-Feb	Tidbit
15-Feb	General (Postcard)
1-Mar	General
15-Mar	Tidbit
1-Apr	Tidbit
15-Apr	General
1-May	Tidbit
15-May	Tidbit
22-May	Tidbit
1-Jun	General
7-Jun	Tidbit
14-Jun	Last Chance to Pre-Register

MRN/SWANA-MA Annual Conference Registration Form

Conference Center at the Maritime Institute - June 20-21, 2013

Registrant: (Please copy form for additional registrants.)

NAME _____

TITLE _____

ORGANIZATION _____

ADDRESS _____

CITY _____

STATE _____

ZIP _____

PHONE _____

FAX _____

EMAIL _____

Conference Fees:	<u>Member</u>	<u>Non-Member</u>	
• Full Conference	\$185.....	\$230	\$ _____
• Thursday Only	\$125.....	\$150	\$ _____
• Friday Only	\$100.....	\$125	\$ _____
* Not included in conference fees above.		Total Due	\$ _____

- Fees for full conference and single day registrations will be \$25 higher after June 7.
- Registrants who join MRN within the two weeks following the conference may deduct the difference between the member and non-member rate from their dues payment.
- Organizations that register 3 or more individuals may deduct \$10 per registration from the total due. **To receive discount, please make copies of this form and submit all registrations together listing payment information on first copy only.**

Payment: Check (Payable to MRN) MasterCard/Visa Amex

Cardholder: _____

Card No.: _____ Exp Date: _____

Signature: _____

Address of Cardholder (only if different from above):

ADDRESS _____

CITY _____

STATE _____

ZIP _____

Refunds: All requests must be in writing and received on or prior to June 18. No refunds will be made after this date. A cancellation fee of \$30 per registration will be deducted for all refunds.

RSVP: Fax or mail this form to: MRN, c/o Mariner Management, PO Box 1640, Columbia, MD 21044
Phone/Fax: 888-496-3196

***A New
Year...***

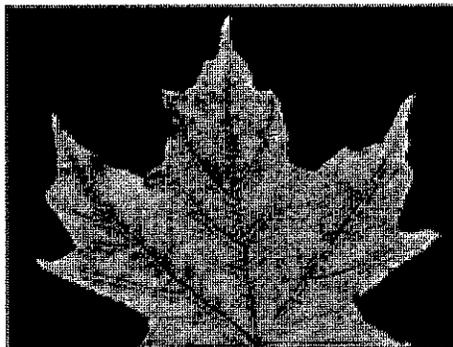
***With New
Challenges***

***June 20-21,
2013***

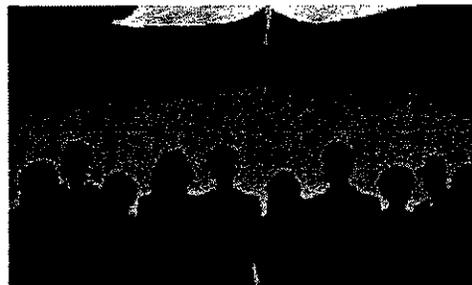
**Maritime Institute
Linthicum, MD**

Joint Conference on
Recycling & Solid
Waste Management

*Sponsored by
Maryland Recycling
Network &
SWANA Mid-Atlantic
Chapter*



**WHAT TO EXPECT...WHEN
YOU'RE NOT EXPECTING!**



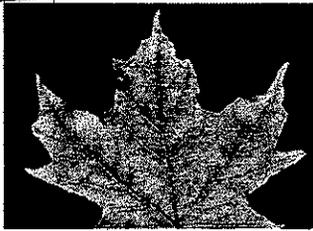
- ▶ *Join the conversation.*
- ▶ *Discover the tools.*
- ▶ *Examine solutions in action.*
- ▶ *Get answers in top notch sessions ...*

- Debris Management: First-hand Lessons from Sandy & Katrina
- Product Stewardship
- Composting Policy & Practice
- Landfill as a Crime Scene
- Zero Waste in Action
- Opportunities in Organics
- Markets Update

- ▶ *Connect with recycling professionals from public and private sector including recycling coordinators, facilities managers, service/equipment vendors and consultants.*

Topics & Speakers include:

— Details on 2-3 of the most compelling sessions



**What to Expect...
When You're
Not Expecting**



- **Build your knowledge**
- **Build your skills**
- **Build your network**
- **Build your business**
- **Build your resume**
- **Build your energy!**

*Full conference
registration starts at
\$185; discounts for multi-
ple registrations from a
group & when you regis-
ter before June 6.*



SWANA
Mid-Atlantic
Chapter

*Call or visit the MRN website
for more info & to register ...*

888-496-3196

www.marylandrecyclingnetwork.org



**MRN/SWANA-MA
Annual Conference
June 20-21, 2013
Maritime Institute
Linthicum, MD**

SPONSOR/EXHIBITOR FORM

_____ **Marquee Sponsor** (\$5,000) receives:

- Recognition on the front panel of the conference program (reserved for marquee and gold sponsors only), a sign at the registration desk;
- Recognition on directional signs to classrooms;
- A complimentary booth in the exhibit hall;
- A complimentary full-page advertisement in the conference program;
- Two complimentary registrations to the conference;
- Two complimentary tickets to the Reception and Networking Dinner.

_____ **Gold Sponsor** (\$2,000) receives:

- Recognition on the front panel of the conference program (reserved for marquee and gold sponsors only), a sign at the registration desk;
- A complimentary booth in the exhibit hall;
- A complimentary full-page advertisement in the conference program;
- Two complimentary registrations to the conference.

_____ **Silver Sponsor** (\$1,500) receives:

- Recognition in the conference program, a sign at the registration desk;
- A complimentary booth in the exhibit hall;
- A complimentary half-page advertisement in the conference program;
- One complimentary registration to the conference.

_____ **Bronze Sponsor** (\$1,000) receives:

- Recognition in the conference program, a sign at the registration desk;
- One complimentary quarter page advertisement in the conference program;
- One complimentary registration to the conference.

_____ **Supporter** (under \$1,000) receives:

- Recognition in program
- Recognition on sign at the registration desk.

_____ **Event Sponsor** (see list below for fees) receives:

- Recognition in program
- Recognition on sign at the registration desk.

Please select one or more event(s):

Thursday morning continental breakfast (\$400)

Thursday coffee break (\$250)

Thursday lunch (\$500)

Thursday reception (\$500)

Exhibitor

- MRN/SWANA Member 1 six-foot table \$400
- Non-Member 1 six-foot table \$550

Your exhibitor fee includes two complimentary registrations to the conference.

Please describe products/services that you plan to exhibit:

Will you need an electrical outlet? Yes No

Exhibit hours will be approximately 8:00 a.m. to 5:30 p.m. on Thursday, June 20 and 8:00am – 1pm on Friday, June 21. Booths may be set-up beginning at 6:30 a.m. on Thursday, June 20.

MRN/SWANA Member Non Member

Organization: _____

Contact Person: _____

Address: _____

Phone: _____ Fax: _____

Email: _____

Website: _____

Payment: \$ _____ Amount

Check (payable to MRN) Please Invoice Credit Card: Visa, MC or Amex

Card # _____ Exp. Date _____

Cardholder Name _____

Address _____

City/State/Zip _____

Signature _____

Sponsorships/Exhibits are generally tax deductible. Please check with your tax advisor.

Return this form to:

**MRN, c/o Mariner Management, PO Box 1640, Columbia, MD 21044
or fax to (301)-238-4579
Questions? Call (888) 496-3196**

MRN/SWANA Annual Conference Registration Form
2013 State/County/Municipal Government Employee Special
Deep Discount for Additional Registrants from the Same Agency
 Conference Center at the Maritime Institute - June 20-21, 2013

At least one agency employee must be a member of MRN or SWANA.

Primary Registrant - \$185

Member of MRN SWANA Neither

NAME _____

TITLE _____

ORGANIZATION _____

ADDRESS _____

CITY _____ STATE _____ ZIP _____

PHONE _____ FAX _____

EMAIL _____

List additional registrants on next page. Just write "same" for all contact info which matches that of Primary Registrant.

Conference Fees:	<u>Member</u>	<u>Non Member</u>	#	
• Full Conference – Primary Registrant.....	\$185.....	\$230		\$ _____
• Full Conference – Additional Registrants.....	\$100.....	\$125	_____	\$ _____
			Total Due	\$ _____

Payment: Check (Payable to MRN) MasterCard/Visa Amex

Cardholder: _____

Card No.: _____ Exp Date: _____

Signature: _____

Address of Cardholder (only if different from above):

ADDRESS _____

CITY _____ STATE _____ ZIP _____

Refunds: All requests must be in writing and received on or prior to June 14. No refunds will be made after this date. A cancellation fee of \$30 per registration will be deducted for all refunds.

RSVP: Fax or mail this form to: MRN, c/o Mariner Management, PO Box 1640, Columbia, MD 21044 Phone/Fax: 888-496-3196

MRN/SWANA Annual Conference Registration Form 2013 State/County/Municipal Government Employee Special

Additional Registrant - \$100 Mbr or \$125 Non-Mbr

Member of MRN SWANA Neither

NAME

TITLE

ADDRESS

CITY

STATE

ZIP

PHONE

FAX

EMAIL

Additional Registrant - \$100 Mbr or \$125 Non-Mbr

Member of MRN SWANA Neither

NAME

TITLE

ADDRESS

CITY

STATE

ZIP

PHONE

FAX

EMAIL

Additional Registrant - \$100 Mbr or \$125 Non-Mbr

Member of MRN SWANA Neither

NAME

TITLE

ADDRESS

CITY

STATE

ZIP

PHONE

FAX

EMAIL

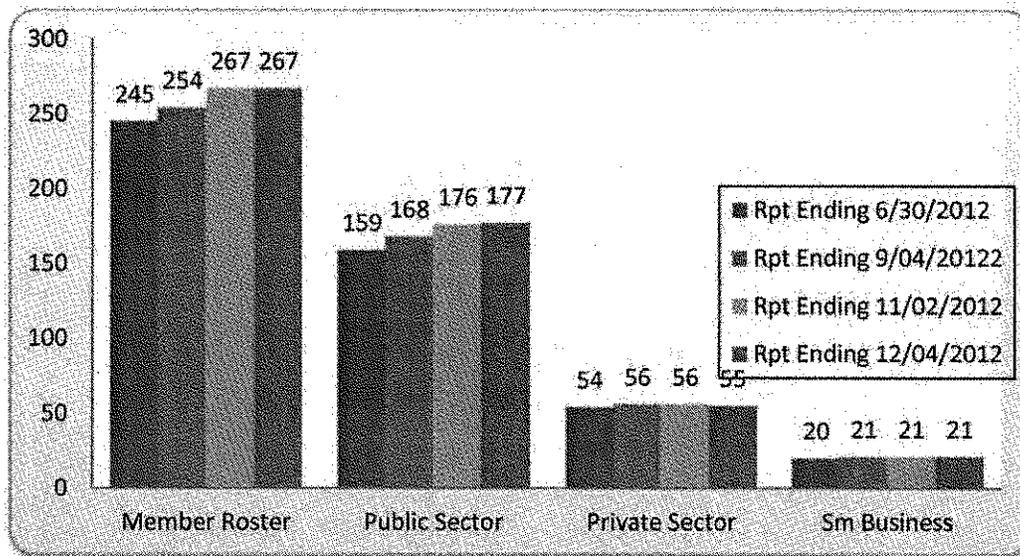
(Please copy form for additional registrants.)

Mid-Atlantic Chapter of SWANA Meeting 11/15/2012

Tim Ford, Membership Chair
Membership Report

- A. Active Member Roster- 267 total members, 12 suspended**
 Member breakdown by Type-
 Public Sector- 176
 Private Sector - 56
 Small Business Individual- 21,
 Retired- 4
 Student - 6
 Life - 4
 New Members YTD-44

Table I Membership Trend by Type



- B. New members since last report**
 a) Ms. Adrienne Small, University of Maryland
- C. Members currently suspended**
 a) Mr. Peter Mitchell, DC-DPW
 b) Ms. Verna Clayborne-Lee, DC-DPW
 c) Mr. Steve Pearson, Charles County
 d) Mr. Terrance McBride
 e) Mr. Shaun Merrell, Big Red Dumpster
 f) Ms. Stefanie Brackmann, Inter-American Development Bank
 g) Mr. Sam Davis, EA Engineering
 h) Mr. John Cooney, MES
 i) Mr. Joe Kosciuszko, DSWA
 j) Mr. John Lechner, DSWA
 k) Mr. David Hines, DSWA
 l) Mr. Tom Heck, DSWA
- D. Members dropped since last report**
- E. Members reinstated since last report**
 A. Mr. Richard Tarr, St Mary's County
 B. Ms. Laura Jo Oaks, EA Engineering
- F. Membership Referral Initiative**

SWANA Chapter Member Recruitment Guide

I. Pre-Planning

Create a solution based goal

Set an overall goal for the year, within the overall goals of SWANA, that focuses on creating solutions to members' problems rather than just building member numbers. Then tie all your plans to the established goal.

Note: You can create a survey in survey monkey and include the question, "What keeps you up at night?" in order to find out what specific problems need solutions.

II. Prospecting

- Go to www.SWANAchapters.org to pull up a list of prospects for your Chapter.
 - a. Your co-workers, young professionals and new employees in your organization are all great prospects and will appreciate that you have gone out of your way to help them with their careers
 - b. Students from local universities
 - c. Request a list of local prospects from SWANA National
 - d. Companies, event speakers, or anyone you have already had some form of contact or relationship with in the industry.
- Set a goal a target/goal for how many members you wish to recruit. Times that number by 10 to = the number of prospects you need to contact in order to reach your goal.

III. Recruiting

Phase I - Relationship Building Process

Initially, offer a mix of ways for prospects to get involved and interact with you. This allows them to get to know you before making a financial commitment.

- Thank you notes: send written thank you notes, emails or make phone calls to non-members that participate in your events, meetings and programs.
- Partner up with local groups affiliated with the industry or connected to your target audience by hosting events, trading contact lists, forwarding emails, or offering services (i.e. partner with a solid waste marketing group to offer press releases to local solid waste companies in need of PR services).
- Survey local companies and prospects to see how you can meet their needs and familiarize them with your name.
- Volunteer to help or collaborate with a local company on a project. Or offer your chapter as a resource for finding help with needed projects.
- Offer free information by referring prospects to SWANA articles, news, e-groups, etc. Or by automatically opting-in new prospects to chapter e-groups for a limited time when they join.
- Build an online community through social networks, blogs, e-newsletters, online meetings, to build your presence online and become more convenient to members and non-members who can't make meetings.

SWANA Chapter Member Recruitment Guide

- Offer tools needed in the day-to-day work of prospects: project collaboration accounts, SWANA news subscription, job alerts, etc. Use your survey to find out what's needed.
- Offer an email opt-in option for prospects to receive invites for chapter events and meetings.

Phase II in Relationship Building Process

Share the benefits of being a member of a SWANA chapter and how it can benefit them. Also a good time to ask more about their needs and actively listen for ways you can help.

- Share your story of how SWANA and your chapter have helped you with your career and why you joined. Follow up with how it can benefit them (use the information you gathered about them in Phase I to make it personal to their needs).
- Create a list of at least 10 reasons to join SWANA or your chapter to include in collateral materials, website, communications, etc.
- Pass out brochures and marketing collateral at all events.
- Create a phone schedule for a handful of current members to regularly check up on prospects throughout the year.

Former Members Involvement

- Create a reinstatement application/form on website and in print
- Include former members in all email, and phone communications to update on new happenings in the chapter and ask about their current needs
- Organize a class reunion for former members to get together
- Create a "reinstate your membership" page on your website
- Profile former members who had a successful comeback to the organization or chapter

Phase III in Relationship Building Process

Then when the time is right, ask for membership.

- Hand them an application in-person at an event or deliver to their office.
- Call prospects to ask if they have thought about joining your chapter and if they know how. If not, direct them to the website or offer an application.
- Send a specialized email to prospects asking to join.
- Send individual notes to specific contacts in social media networks to ask for membership.
- Send a mailer (postcard, flyer or letter) with the benefits and a strong call to join message and offer.
- Forward them any current SWANA offers via email.
- Hold a member-get-a-member contest amongst current chapter members by rewarding those who recruit the most new members.

SWANA Chapter Member Recruitment Guide

- Create a visual presentation with a strong call to join to show at events and post on website.

Communication Tools and Scheduling (Tip: You need at least 7 touches before you can get people to respond to your requests)

Choose a mix of different communications vehicles to accomplish the tasks above. Make the messaging **personal, consistent, and relatable**. Then create a schedule or calendar that includes the actions you plan to take, the message used in the communication pieces and the communication tool(s) you will use for each action. Some suggested tools are:

- Email lists: www.mailchimp.com, www.constantcontact.com, etc.
- Mail
- Phone
- Chapter website
- Surveys: www.surveymonkey.com
- Social networks: www.facebook.com, www.linkedin.com, www.twitter.com, etc.
- E-group on SWANA website
- Text message opt-in for quick reminders, upcoming meetings, industry news, offers: <http://www.eztexting.com/>, <http://trumpia.com/>, etc.
- In-person meetings and events
- Visual/Video presentations: smart phone video testimonial submissions, YouTube videos of events, etc.

Thank you! Feel free to contact Estela Martinez (emartinez@swana.org) or Shelby Truxon (struxon@swana.org) with questions or recruitment ideas.

**BYLAWS OF THE
SOLID WASTE ASSOCIATION OF NORTH AMERICA (SWANA)
MID-ATLANTIC CHAPTER, INC.(the "Chapter")
(Revised January XXX, 2013)
(Affiliated with Solid Waste Association of
North America, Inc., a California nonprofit
public benefit corporation, the "Association")**

ARTICLE I

Members

1.1 Generally

- 1.1.1 Application for membership in the Association shall be made on an approved application form which shall be submitted to the Association's offices. Members shall be associated with a recognized chapter, or if not residing within a recognized geographical area, shall be at-large members.
- 1.1.2 Any member may resign from membership by so notifying the Chapter Secretary and the Association in writing. Resignation does not absolve a member from any debts or obligations to the Chapter or the Association.
- 1.1.3 Suspension for nonpayment of dues shall be governed by the Association Policy Manual.

1.2 Membership Classes

The Chapter recognizes the membership classes set forth in the Association's Bylaws.

ARTICLE II

Dues and Assessments

2.1 Schedule of Dues

Membership dues for the various classes of members are as determined by the Association.

2.2 Dues Date

Annual Association and Chapter membership dues shall be paid when invoiced by the Association.

2.3 Fiscal Year

The Chapter's fiscal year shall be the period between October 1 and September 30.

2.4 Benefits

The payment of dues entitles members to all of the privileges and benefits which may accrue from membership in the Chapter and Association.

ARTICLE III

Duties of Directors, Chapter Representative (CR), Officers, and Committees

3.1 Board of Directors (BOD)

3.1.1 Generally. The Board of Directors shall be responsible for the management of the Chapter and its affairs, and shall constitute its governing body. The President, or in his/her absence, the Vice President, shall be the Chairperson of the Board and shall preside at all Board meetings. The Board shall meet at the call of the Chair and shall hold meetings not less than twice yearly. Notices of Board meetings shall be by letter, telephone, fax, e-mail or other method, or announced at a Board meeting, and shall be given to all Board members. All questions, excepting expulsion of members, shall be decided upon a majority vote. BOD members shall attend Board meetings and Chapter meetings and may perform other duties as may be prescribed from time to time by the President and/or the Board. In lieu of holding a meeting to address specific issue(s) that arise in between regularly scheduled Board meetings and cannot wait for a vote at the next scheduled meeting, the President, or in his/her absence, the Vice President, may elect to take action either by unanimous written consent (which recites the action and which may be submitted electronically from their e-mail addresses) signed by each BOD member or by the BOD members participating in a conference telephone call (or similar arrangement) where all participants can hear each other at the same time. The result of the vote shall be denoted in the minutes of the next meeting.

3.1.2 Number on Board. The Chapter shall have not less than four nor more than nine elected Directors and one Chapter Representative who, together with the President, Vice President, Secretary, Treasurer and Past President, shall constitute a nine to fifteen-member Board. A quorum shall consist of seven Board members or a majority of the Board positions that are filled, whichever is less.

- 3.1.3 Composition of Board. To promote participation by diverse and various organizations, the Chapter shall strive for a Board composed of not more than one member from the same employer. However, if circumstances necessitate, two Board members may be employed by the same entity, but not more than two employees from the same entity may be placed on a nominations slate to be voted on. If a change of employment by any Officer, Director, or CR produces a Board with three members being employed by the same entity, then such member may complete his/her current term, but shall be disqualified from re-election, unless one of the other members from the same entity is not on the nominations slate. At least one Officer, Director or CR shall represent the District of Columbia, one shall represent the state of Maryland, and one shall represent the state of Delaware. If any of the three aforementioned jurisdictions are not represented on the Board, a Director slot(s) shall be deemed vacant until a representative from such jurisdiction is elected by the members associated with the Chapter or appointed by the BOD.
- 3.1.4 Directors and Chapter Representative (CR).
- 3.1.4.1 Qualifications. All Directors and the CR shall be members in good standing. Those Directors or CR who represent the District of Columbia, Maryland, and Delaware shall either reside in or have their work office in the jurisdiction.
- 3.1.4.2 Chapter Representative. The Chapter Representative shall serve as the Chapter's representative on the Regional Council and on the Association's Board of Directors, and shall provide a means whereby (a) views and opinions of the Chapter can be directed to the Association and (b) policies, actions, and plans of the Association can be explained and interpreted to the Officers, Directors, and members associated with the Chapter. (Note: This position was previously denoted as the Chapter Director.)
- 3.1.4.3 Removal. By the affirmative vote of a majority of the members associated with the Chapter and in good standing any Director or the CR may be removed, with or without cause.
- 3.1.5 Officers. The Officers of the Chapter shall be President, Past President, Vice President, Secretary, and Treasurer.
- 3.1.5.1 Qualifications. All Officers of the Chapter shall be members in good standing. Those Officers who represent the District of Columbia, Maryland, and Delaware shall either reside in or have their work office in the jurisdiction.
- 3.1.5.2 President. The President shall call and preside at all BOD meetings and Chapter meetings; nominate all committees; execute or approve on behalf of the Chapter all contracts, bonds, and other written instructions approved by the Board of Directors; supervise and manage the business affairs of the Chapter; and perform such other duties incident to the office of President as may be prescribed from time to time by the Board of Directors.

3.1.5.3 Past President. The Past President shall be the most immediate former President eligible to hold office. In the event of the resignation of a serving Past President or his/her inability to serve, the next preceding, able President shall assume the duties of the Past President.

3.1.5.4 Vice President. The Vice President shall assume the duties of the President in his/her absence, shall be the principal advisor to the President on Chapter affairs, and shall perform other tasks incidental to the office of Vice President as may be prescribed from time to time by the Board of Directors.

3.1.5.5 Secretary. The Secretary shall keep full and correct minutes of all meetings of the Chapter, shall issue notices required by these Bylaws, shall maintain Chapter records other than financial records, shall prepare and submit required reports, and shall perform such other duties as may be prescribed by the Board of Directors.

3.1.5.6 Treasurer

3.1.5.6.1 The Treasurer's duties shall include, but not necessarily be restricted to, collecting any monies due the Chapter, and paying all bills on behalf of the Chapter if the Chapter BOD or any of its committees have approved the payment, which may be approved either in anticipation of the expense or after the fact.

3.1.5.6.2 The Treasurer, without prior approval of the Board of Directors, may incur a cumulative maximum fiscal year expenditure of \$500 for ordinary, Chapter expenses, as defined by the BOD.

3.1.5.6.3 The Treasurer shall keep a correct record of all monetary transactions, shall have general charge of the books of accounts and financial records of the Chapter, and shall render periodic and required reports showing the financial condition of the Chapter to the Board of Directors and the members associated with the Chapter. Reports submitted to the Board shall be rendered as often as the Board deems necessary. Typically, a report is to be given at each BOD meeting and the annual Chapter business meeting.

3.1.5.6.4 For tax purposes, the Treasurer shall prepare and submit such reports as required by federal and state tax laws.

3.1.5.6.5 The Treasurer shall make available all books of accounts and records for an annual audit or at such other time as deemed necessary by the Board of Directors.

3.1.6 Vacancies

The Board of Directors may, by affirmative vote of at least two-thirds of the Board members, declare any Office, any Director, or the CR position vacant for one or more of the following reasons:

- Suspension, resignation or loss of eligibility for membership.
- Unjustified absences from two or more consecutive meetings of the Board or Chapter.
- Conviction of an offense punishable by incarceration in a penal institution.
- Conduct which is patently unethical, or inimical to the interest or public image of the Chapter.

Vacancies may be filled by appointment of the Board, except that the Vice President shall succeed the President. Appointees shall serve for the remaining portion of the term of previous officeholder, Board member, or CR. Should a Vice President be required to assume the office of President to complete the remainder of the President's term, the individual is still eligible to be elected as President for one full one-year term.

3.2 Committees

The Chapter may have the following standing committees of not less than three members associated with the Chapter, each nominated by the President and approved by the Board of Directors: (1) Membership, (2) Programs and Arrangements, (3) Bylaws, and (4) Audit. The President may appoint such other committees as deemed necessary for conducting the affairs of the Chapter. All committee appointments shall terminate at the end of the fiscal year, unless otherwise specified by the President.

3.2.1 Membership Committee

3.2.1.1 The principal function of the Membership Committee shall be to recruit new members and to retain existing members who would be associated with the Chapter. At its first meeting of each fiscal year, the Board of Directors may establish a membership goal for the Chapter for that fiscal year. The activities of the Membership Committee shall primarily focus on achievement of this goal.

3.2.1.2 The Membership Committee may also provide to each new member associated with the Chapter an introduction package. This package may include a letter of welcome, list of current officers, Chapter website address, the latest Chapter Newsletter, etc. The letter of welcome shall inform the new member how to obtain a copy of the Chapter Bylaws, and any other pertinent Association information available.

- 3.2.2 Programs and Arrangement Committee. The Board of Directors shall determine the number and location of all Chapter meetings and seminars to be held during that fiscal year. The principal function of the Programs and Arrangements Committee shall be to coordinate these Chapter seminars and meetings.
- 3.2.3 Bylaws Committee. A Bylaws Committee may be established to review the Chapter's Bylaws, Association's Bylaws, the Association's Policy Manual, and any other pertinent documents to determine the necessity for revisions in the Chapter's Bylaws. The Committee shall make any recommendations for amendments to the Chapter Bylaws in accordance with the amendment procedures outlined in ARTICLE VII.
- 3.2.4 Audit Committee. There may be an Audit Committee consisting of three active members, which should include, whenever possible, a past Treasurer and a past Secretary. The Chairperson shall be selected by the President with approval by the Board of Directors. The Committee shall oversee or conduct the audit of the Chapter's financial affairs as appropriate to the Chapter's business calendar and at such other times as the Board of Directors feels the necessity. When appropriate, the Committee shall also tally all election ballots of the Chapter and shall report its findings to the Board Directors and the members associated with the Chapter.

ARTICLE IV

Elections

4.1 Qualifications

The Officers, Directors, and the CR of the Chapter shall be elected from members in good standing and are associated with the Chapter. No person may serve simultaneously as President and Vice President, or as President and Secretary, or as President and Treasurer.

4.2 Election Method

All Officers, all Directors, and the CR shall be elected by a majority vote of the members associated with the Chapter and present in person or by proxy at the last meeting of the fiscal year, which shall be the annual business meeting of the Chapter. The Board may authorize elections to be conducted by electronic transmission of votes, subject to reasonable rules and conditions.

4.3 Term of Office

All terms of office shall be one year (October 1 through September 30), and until a qualified successor is elected. The Chapter Representative's term of office shall be two years and until his/her qualified successor is elected.

4.4 Succession in Office

Individuals who are elected to the office of President and Vice President shall be restricted to a one-year term, with an optional additional one-year term, based on the recommendation of the Nominating Committee. Any other Officer, any Director, or the CR may succeed himself/herself; nevertheless, the Chapter shall endeavor to provide continuity and effective leadership, while at the same time providing opportunity for all interested and qualified members to serve as an Officer, Director, or CR.

4.5 Nominating Committee

The President shall appoint two members in good standing to serve on a committee for the purpose of nominating Officers, Directors, and the CR for the coming fiscal year. This Committee shall submit its recommendation to the Board in advance of the annual business meeting of the Chapter. The President shall be the presiding officer of the Nominating Committee. Notice of nominations shall be made known to the members associated with the Chapter thirty (30) days in advance of the annual business meeting. Such notice may be given by electronic transmission. Nominations shall be allowed from the floor at during the election at the annual meeting. In preparing its list of nominees, the Committee shall endeavor to include such public sector employees or private sector employees who are actively engaged in the field of solid waste management, who represent a cross-section of employers, and who represent a geographical balance of the overall membership.

ARTICLE V

Meetings of Members associated with the Chapter

5.1 Annual Meeting

An annual business meeting of the members shall be held in August or September of each year at a specific date and place as determined by the Board of Directors.

5.2 Special Meetings

Special meetings of the members may be held at any time on call of the President, a majority of the Board of Directors, or by members having twenty-five percent (25%) of the votes entitled to be cast at such meeting. If a requisite number of members call a special meeting, they shall submit in writing to the Secretary their request and shall indicate the purpose of the meeting. Upon receipt of such call for a special meeting, the Secretary shall cause notice of the special meeting to be given in accordance with Section 5.3.

5.3 Notice of Meetings

Written notice of all meetings shall be sent to the membership not less than fourteen (14) days nor more than ninety (90) days prior to the date of the meeting. Notice of the annual business meeting shall be given to the members thirty (30) days in advance of the meeting. The notice shall state the time and place of the meeting and, if the meeting is a special meeting, the purpose(s) of the meeting and the matter(s) proposed to be acted on. Notice is deemed to be given to a member when it is mailed to his/her home/office address or e-mail as it appears in the Chapter records.

5.4 Quorum

Ten percent (10%) of the members who are in good standing and are present in person or by proxy at any meeting shall constitute a quorum. If less than a quorum is present, the majority of the votes represented either in person or by proxy may adjourn the meeting from time to time without notice; provided that the Secretary shall notify the absent members of the time and place of such adjourned meetings.

5.5 Meetings of Members

Meetings of the Chapter shall be held at such time and place as is determined by the Board of Directors or the Program and Arrangement Committee, but in no event less frequently than twice each year. Any meeting may be canceled by the Board of Directors for sufficient cause.

5.6 Proxies

All votes by the members at any meeting of the members (but not the Board of Directors) may be voted by proxy. All proxies shall be in writing signed by the member under oath and dated. A proxy shall not be effective unless it is received by the Chapter Secretary. A proxy shall not be valid for more than eleven months from its date.

ARTICLE VI

Indemnification

- 6.1 The Chapter shall indemnify and hold harmless any person who shall be an Officer, or Director or CR of the Chapter and any person who is an Officer, Director, CR, or Executive Director of the Association if he/she was conducting business on behalf of or for the Chapter, from and against all actions, claims, demands, lawsuits, liabilities, damages, costs and expenses (including reasonable attorneys' fees and charges defending the same) that might arise or be asserted against them in connection with the Chapter or Association business. However, such Officer, Director, CR, or Executive

Director shall not be relieved from any liability to the Chapter or the Association imposed by law, including liability or fraud, bad faith or willful neglect.

- 6.2 Any indemnification shall be made by the Chapter only as authorized in each specific case by the Board of Directors upon a determination that indemnification is proper. Requests for indemnification shall be made in writing to the Board of Directors within thirty (30) days after the earlier of the following: (a) commencement of any action, claim, demand, suit or proceeding, (b) notice of any liability, damages, costs or expenses or (c) circumstances providing good reason to anticipate such commencement or notice.

ARTICLE VII

Amendments

These Bylaws may be amended upon the affirmative vote of two-thirds of the voting members who are associated with the Chapter and are present in person or by proxy at an annual Chapter business meetings, provided notice of such amendment was sent by mail or electronic transmission to each member not less than thirty (30) days prior to such meeting. The Board may authorize electronic voting on Bylaws amendments.

ARTICLE VIII

Conformity

The activities of the Chapter, its Officers, Directors, and CR shall conform with these Chapter Bylaws, the Association Bylaws, and the Association Policy Manual.

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NOTES:

1. Original Bylaws approved at August 10, 1984 General Membership Meeting.
2. Amendments
 - #1 - September 23, 1986 at Annual Business Meeting
(Section 3.2.1)
 - #2 - September 23, 1987 at Annual Business Meeting
(Sections 3.2.1 and 4.7, to allow other than regular members to be President or Vice President)
 - #3 - September 20, 1988 at Annual Business Meeting
(Sections 1.1.1, 1.2.11, 1.2.2.6, 2.1, 2.2, 2.3, 2.4, 3.2.6, 3.3, 3.3.1, 4.3, 4.4.2, 4.5 to reflect Association's billing of dues; allow up to eight Directors; conform to revised dues structure approved by Association in August 1987; and typographical errors.)

- #4 - September 17, 1992 at Annual Business Meeting
(Sections 1.2, 1.3, 2.1, 2.2, 2.3, 2.4, 2.5, 2.6, 3.2.4, 3.2.6.1, 3.2.6.2, 3.3, 3.3.1, 3.4, 3.4.1, 3.4.2, 3.4.3, 3.4.4, 4.4, 4.7, 5.2, 8.0 to reflect Associations name change to SWANA, changes to billing of dues, allowing the Treasurer a higher monthly expenditure for ordinary Chapter expenses, description of Committee duties, addition of the allowance for the general membership to call Special Meetings, and typographical errors.)
- #5 - September 14, 1995 at Annual Business Meeting
(Sections 1.1, 1.2, 1.3, 2.2, 2.4, 3.1, 3.2.2, 3.2.6, 3.3, 3.4, 4.1, 4.2, 4.3, 4.4, 4.5, 5.2, 5.4, 5.6, 7.0 and 8.0 to reflect conformation with the Association Bylaws, a clarification of the duties of the Directors and Officers, a clarification of the qualification of the Officers, a change in the election method to allow for proxies, an increase in the number of members required to call a special meeting, and other changes to re-format the Bylaws.)
- #6 - September 24, 1999 at Annual Business Meeting
(Sections 1.1.4, 2.2, 3.1.1, 3.3.1.1, 3.3.2, 3.3.4, 3.4, 4.1, 4.4, 5.3 to reflect conformation with Association bylaws and procedures, stipulating notices for Board meetings, allowing action without a Board meeting, provide flexibility in committee duties, clarification of Vice President's and President's terms, restriction of combined offices, clarification of meeting notices, as well as capitalization consistency in other sections.)
- #7 - September 27, 2002 at Annual Business Meeting
(Changed Section 3.1.2 from "...not less than four and not more than eight elected Directors..." to "...not less than four and not more than ten elected Directors...". Also change "...nine to thirteen-member Board." to "...nine to fifteen-member Board." Also added at the end of Section 3.1.3 the following: "*The Board shall consist of at least one member position representing each of the states of Maryland and Delaware and the District of Columbia. Board members may work or live in the jurisdiction that they represent. If there is no current Board member representing one of the three aforementioned jurisdictions, then the position on the Board for that jurisdiction shall remain unfilled until such time that a member from that jurisdiction is elected.*")
- #8 - September 26, 2006 at Annual Business Meeting
Correction of miscellaneous misspellings, capitalization, and editing.
Reformatting of Article III and inclusion of the following new sentences in 3.1.3. "To promote participation by diverse and various organizations, the Chapter shall strive for a Board comprised of not more than one member from the same employer. However, as circumstances necessitate, not more than two Board members may be employed by the same entity, and not more than two entities may have two employees on the Board. A Board member who, voluntarily or involuntarily, becomes employed in such a way that the limits of the preceding sentence are exceeded, then he/she may complete his/her current term, but shall be disqualified from re-election."
- #9 - September 19, 2007 at Annual Business Meeting
Deletion of quorum definition in 3.1.1. with insertion in 3.1.2 and changed to seven or majority, whichever is less. Allowing electronic voting by Board (3.1.1), voting for elections (4.2), notice of meetings (4.5), and notice and voting on Bylaw amendments (Article VII). Clarification of jurisdiction representation in 3.1.3 and placing definition in 3.1.5.1. In 3.2.4, modifying Audit Committee members.
- #10 - September 19, 2012 at Annual Business Meeting
Section 1.1.2 has been deleted as the Chapter has no authority to change a member's status. A sentence has been added to Section 1.1.3 to state that member must notify both the

Association and Chapter Secretary of resignation and to clarify that resignation does not absolve a member's debt or obligation to the Chapter or Association. Section 1.1.4 has been revised to reference back to the Association Policy Manual regarding suspension for nonpayment of dues. Section 1.2 has been revised to reference back to the Association Bylaws regarding membership classes. Section 3.1.3 has modified so that it reads better and to complete a sentence that was previously incomplete. Section 3.1.4.3 has been added in accordance with State law which gives members the right to remove a director. Section 3.1.5.6.1 has beenSection 3.1.5.6.2 has been clarified that maximum fiscal expenditure is cumulative. Section 3.2 has been modified so that it reads better. Section 3.3 regarding vacancies has been moved and renumbered as Section 3.1.6. Article VIII has been rewritten and the reference to the Affiliation Agreement has been deleted as this will be written out of the Association Bylaws. References to the Chapter Director were changed to Chapter Representative, as well as other changes throughout to indicate the CR is different from a Director. Also, editing of capitalizations, etc. and clarification of membership vs. members, as well as, clarification of members who are associated with the Chapter vs. those who are not.

**BYLAWS OF THE
SOLID WASTE ASSOCIATION OF NORTH AMERICA (SWANA)
MID-ATLANTIC CHAPTER, INC. (the "Chapter")
(Revised ~~September 19, 2007~~ 2012-January XXX, 2013)
(Affiliated with Solid Waste Association of
North America, Inc., a California nonprofit
public benefit corporation, the "Association")**

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ARTICLE I

Members

1.1 Generally

1.1.1 Application for membership in the Association shall be made on an approved application form which shall be submitted to the Association's offices. Members shall be associated with a recognized chapter, or if not residing within a recognized geographical area, shall be at-large members.

~~1.1.2 Any member may be expelled from membership for cause, by a two thirds vote of the entire membership of the Board of Directors.~~

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1.1.3 ~~Any member may resign from membership by so notifying the Chapter Secretary or and the Association in writing. Resignation does not absolve a member from any debts or obligations to the Chapter or the Association.~~

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1.1.4 ~~Any member whose dues are in arrears shall be suspended from membership as determined by Association policies. Any member who has been suspended for non-payment of dues may be reinstated at the direction of the Board of Directors upon payment of back dues. Suspension for nonpayment of dues shall be governed by the Association Policy Manual.~~

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1.2 Membership Classes

~~Membership classes and privileges shall correspond to the appropriate provisions of the Association's Bylaws. The Chapter recognizes the membership classes set forth in the Association's Bylaws.~~

ARTICLE II

Dues and Assessments

2.1 Schedule of Dues

SWANA Mid-Atlantic Chapter Bylaws

Membership dues for the various classes of members are as determined by the Association.

2.2 Dues Date

Annual Association and Chapter membership dues shall be paid when invoiced by the Association.

2.3 Fiscal Year

The Chapter's fiscal year shall be the period between October 1 and September 30.

2.4 Benefits

The payment of dues entitles members to all of the privileges and benefits which may accrue from membership in the Chapter and Association.

ARTICLE III

Duties of Directors, Chapter Representative (CR), Officers, and Committees

3.1 Board of Directors (BOD)

3.1.1 Generally. The Board of Directors shall be responsible for the management of the Chapter and its affairs, and shall constitute its governing body. The President, or in his/her absence, the Vice President, shall be the ~~Chairman~~ person of the Board and shall

preside at all Board meetings. The Board shall meet at the call of the ~~Chairman~~ and shall hold meetings not less than twice yearly. Notices of Board meetings shall be by letter, telephone, fax, e-mail or other method, or announced at a Board meeting, and shall be given to all Board members. All questions, excepting expulsion of members, shall be decided upon a majority vote. ~~Directors~~ BOD members shall attend Board meetings and

~~membership~~ Chapter meetings, ~~Directors~~, and may perform other duties as may be prescribed

from
time to time by the President and/or the Board. In lieu of holding a meeting to address
specific issue(s) that arise in between regularly scheduled Board meetings and cannot
wait for a vote at the next scheduled meeting, the President, or in his/her absence, the
Vice President, may elect to take action either by unanimous written consent (which
recites the action and which may be submitted electronically from their
e-mail

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_____addresses) signed by each ~~Director BOD member~~ or by the ~~Directors BOD members~~ participating _____ in a conference _____ telephone call (or similar arrangement) where all participants can hear _____ each other at the _____ same time. The result of the vote shall be denoted in the minutes of _____ the next meeting.

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3.1.2 Number on Board. The Chapter shall have not less than four nor more than ~~ten nine~~ elected

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_____ Directors and one Chapter Representative who, together with the President, Vice _____ President, Secretary, Treasurer and _____ Past President, shall constitute a nine to fifteen- _____ member Board. A quorum shall consist _____ of seven ~~Board Board~~ members or a majority of the _____ ~~Board~~ positions that are filled, whichever _____ is less.

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3.1.3 Composition of Board. To promote participation by diverse and various organizations, the Chapter shall strive for a Board composed of not more than one member from the same employer. However, ~~as if circumstances necessitate, not more than two~~ Board _____ members may be _____ employed by the same entity, ~~and but not more than two employees from the same~~ _____ entity

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_____ may be placed on a nominations slate to be voted on, _____ the Board may be ~~?. If a change of employment by~~ _____ any Officer, Director, or CR produces a Board with three ~~Directors members being~~ _____ employed

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_____ by the same entity, then such ~~Director member~~ may complete A Board member _____ who, voluntarily or involuntarily, becomes employed in _____ such a way that the limits of the preceding sentence are exceeded, then he/she may _____ complete his/her current term, but shall _____ be disqualified from re-election, unless one of the other members from the same entity _____ is not on the nominations slate. ~~Of the~~

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_____ Officers and Board members, at least one of them At least one Officer, Director or _____ CR shall represent _____ the District of

_____ Columbia and each of the states of, one shall represent the state of Maryland, and _____ one shall

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_____ represent the state of Delaware. If any of the three aforementioned jurisdictions are _____ not represented on the Board, ~~the related~~ a Director slot(s) shall be deemed vacant _____ until a

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_____ representative from such jurisdiction is elected by the members associated with the _____ Chapter or appointed by the BOD If there is no current

_____ Board member representing one of the three aforementioned jurisdictions, then the

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SWANA Mid-Atlantic Chapter Bylaws

~~_____ a director's position on the Board for that jurisdiction shall remain unfilled until
_____ such time that
_____ a member from that jurisdiction is elected.~~

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3.1.4 Directors and Chapter Representative (CR).

3.1.4.1 Qualifications. All Directors and the CR shall be members in good standing. Those
Directors or CR who represent the District of Columbia, Maryland, and Delaware
shall either reside in or have their work office in the jurisdiction.

3.1.4.2 Chapter Representative. ~~Director. One of the elected Directors shall be the~~ The
Chapter ~~Director Representative who shall~~
~~_____~~ serve as the Chapter's
~~_____~~ representative on the Regional Council and on the Association's
~~_____~~ Board of Directors,
~~_____~~ and shall provide a means whereby (a) views and opinions of the
~~_____~~ Chapter can be
~~_____~~ directed to the Association and (b) policies, actions, and plans of the
~~_____~~ Association can
~~_____~~ be explained and interpreted to the Officers, Directors, and members ~~of~~
~~_____~~ associated with
~~_____~~ the Chapter. (Note:—This position was previously denoted as the Chapter Director.)

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3.1.4.3 Removal. By the affirmative vote of a majority of the members associated with the
Chapter and in good standing, _____ any Director or the CR may be removed,
with or
without cause.

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3.1.5 Officers. The Officers of the Chapter shall be President, Past President, Vice
President, Secretary, and Treasurer.

3.1.5.1 Qualifications. All Officers of the Chapter shall be members in good standing. Those
Officers ~~or Directors~~ who represent the District of Columbia, Maryland, and Delaware
shall either reside in or have their work office in the jurisdiction.

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3.1.5.2 President. The President shall call and preside at all ~~Directors' BOD meetings and~~
~~_____~~ Chapter membership
~~_____~~ meetings; nominate all committees; execute or approve on behalf of the
~~_____~~ Chapter all
~~_____~~ contracts, bonds, and other written instructions approved by the Board of
~~_____~~ Directors;
~~_____~~ supervise and manage the business affairs of the Chapter; and perform such
~~_____~~ other
~~_____~~ duties incident to the office of President as may be prescribed from time to time
by the Board of Directors.

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SWANA Mid-Atlantic Chapter Bylaws

3.1.5.3 Past President. The Past President shall be the most immediate former President eligible to hold office. In the event of the resignation of a serving Past President or his/her inability to serve, the next preceding able -President shall assume the duties of the
_____ Past President.

3.1.5.4 Vice President. The Vice President shall assume the duties of the President in his/her absence, shall be the principal advisor to the President on Chapter affairs, and shall perform other tasks incidental to the office of Vice President as may be prescribed from time to time by the Board of Directors.

3.1.5.5 Secretary. The Secretary shall keep full and correct minutes of all meetings of the Chapter, shall issue notices required by these Bylaws, shall maintain Chapter records other than financial records, shall prepare and submit required reports, and shall perform such other duties as may be prescribed by the Board of Directors.

3.1.5.6 Treasurer

3.1.5.6.1 -The Treasurer's duties shall include, but not necessarily be restricted to, collecting any monies due the Chapter, and ~~preparing all claims against paying all bills on behalf of~~ ~~the Chapter for~~ ~~payment and shall pay the latter upon approval thereof by a majority of the membership present in person or by proxy at a regular Chapter meeting or by the Board of Directors in a regular session, if the~~ Chapter BOD or any of its committees have approved the payment, which may be approved either in anticipation of the expense or after the fact.

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3.1.5.6.2 -The Treasurer, without prior approval of the Board of Directors, may incur a ~~cumulative or individual cumulative~~ ~~maximum~~ fiscal year expenditure of \$1,200 ~~500~~500 for ordinary, ~~Chapter~~ expenses, as defined by the BOD.

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3.1.5.6.3 The Treasurer shall keep a correct record of all monetary transactions, shall have general charge of the books of accounts and financial records of the Chapter, and shall render periodic and required reports showing the financial condition of the Chapter to the Board of Directors and the ~~Chapter members hip associated with the Chapter~~. Reports submitted to the Board shall be rendered as often as the Board deems necessary. ~~Typically, a report is to be given at each BOD meeting and the annual Chapter business meeting.~~

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3.1.5.6.4 For tax purposes, the Treasurer shall prepare and submit such reports as required by federal and state tax laws.

3.1.5.6.5 The Treasurer shall make available all books of accounts and records for an annual audit or at such other time as deemed necessary by the Board of Directors.

3.1.6 Vacancies

The Board of Directors may, by affirmative vote of at least two-thirds of the Board members, declare any Office, ~~or any Director, -or the CR position vacant for one or more of the following reasons:~~

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- Suspension, resignation or loss of eligibility for membership.
- Unjustified absences from two or more consecutive meetings of the Board or Chapter.
- Conviction of an offense punishable by incarceration in a penal institution.
- Conduct which is patently unethical, or inimical to the interest or public image of the Chapter.

Vacancies may be filled by appointment of the Board, except that the Vice President shall succeed the President. Appointees shall serve for the remaining portion of the term of previous officeholder, ~~or Board member, or CR.~~ Should a Vice President be required to assume the office of President to complete the remainder of the President's term, the individual is still eligible to be elected as President for one full one-year term.

3.2 Committees

~~There shall be~~The Chapter may have the following standing committees of not less than three members associated with the Chapter, each nominated by the President and approved by the Board of Directors: (1) Membership, (2) Programs and Arrangements, (3) Bylaws, and (4) Audit. The President may appoint such other committees as deemed necessary for conducting the affairs of the Chapter. All committee appointments shall terminate at the end of the fiscal year, unless otherwise specified by the President.

3.2.1 Membership Committee

3.2.1.1 The principal function of the Membership Committee shall be to recruit new members and to retain existing members ~~who would be associated with~~

~~for the Chapter.~~ At its first meeting of each fiscal year, the Board of Directors may establish a membership goal for the Chapter for that fiscal year. The activities of the Membership Committee shall primarily focus on achievement of this goal.

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3.2.1.2 ~~The Membership Committee may also provide to each new member associated with the Chapter an introduction~~

~~package. This package shall may include a letter of welcome, list of current officers, Chapter website address, and the latest Chapter Newsletter, etc.~~

The letter of welcome shall inform the new member how to obtain a copy of the Chapter Bylaws, ~~Affiliation Agreement, Membership list,~~ and any other pertinent Association information available.

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3.2.2 Programs and Arrangement Committee. The Board of Directors shall determine the number and location of all Chapter meetings and seminars to be held during that fiscal year. The principal function of the Programs and Arrangements Committee shall be to coordinate these Chapter seminars and meetings.

3.2.3 Bylaws Committee. A Bylaws Committee ~~shall~~ may be established to review the Chapter's Bylaws, Association's Bylaws, ~~Affiliation Agreement~~, the Association's Policy Manual, _____and any other _____pertinent documents to determine the necessity for revisions in the _____Chapter's Bylaws. _____The Committee shall make any recommendations for amendments to the _____Chapter Bylaws in accordance with the amendment procedures outlined in _____ARTICLE VII.

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3.2.4 Audit Committee. There ~~shall~~ may be an Audit Committee consisting of three active members, which should include, whenever possible, a past Treasurer and a past Secretary. The Chairperson shall be selected by the President with approval by the Board of Directors. The Committee shall oversee or conduct the audit of the Chapter's financial affairs as appropriate to the Chapter's business calendar and at such other times as the Board of Directors feels the necessity. When appropriate, the ~~Committee~~ shall also tally all election ballots of the Chapter and shall report its findings to the Board Directors and the membership ~~associated with the Chapter~~.

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3.3 Vacancies

~~The Board of Directors may, by affirmative vote of at least two thirds of the Board members, declare any Office or any Director position vacant for one or more of the following reasons:~~

- ~~• Suspension, resignation or loss of eligibility for membership.~~
- ~~• Unjustified absences from two or more consecutive meetings of the Board or Chapter.~~
- ~~• Conviction of an offense punishable by incarceration in a penal institution.~~
- ~~• Conduct which is patently unethical, or inimical to the interest or public image of the Chapter.~~

~~Vacancies may be filled by appointment of the Board, except that the Vice President shall succeed the President. Appointees shall serve for the remaining portion of the term of previous officeholder or Board member. Should a Vice President be required to assume the office of President to complete the remainder of the President's term, the individual is still eligible to be elected as President for one full one year term.~~

ARTICLE IV

Elections

4.1 Qualifications

The ~~Officers, and Directors, and the CR~~ of the Chapter shall be elected from members in good standing and are associated with the Chapter. No person may serve simultaneously as President and Vice President, or as President and Secretary, or as President and Treasurer.

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4.2 Election Method

All ~~O-officers, and all Directors, and the CR (including the Chapter Director)~~ shall be elected by a majority vote of the members associated with the Chapter and present in person or by proxy at the last meeting of the fiscal year, which shall be the annual business meeting of the Chapter. The Board may authorize elections to be conducted by electronic transmission of votes, subject to reasonable rules and conditions.

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4.3 Term of Office

All terms of office shall be one year (October 1 through September 30), and until a qualified successor is elected. The Chapter ~~Director's Representative's~~ term of office shall be two years and until his/her qualified successor is elected.

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4.4 Succession in Office

Individuals who are elected to the office of President and Vice President shall be restricted to a one-year term, with an optional additional one-year term, based on the recommendation of the Nominating Committee. Any other ~~Officer, and any Director, or the CR~~ may succeed himself/herself; nevertheless, the Chapter shall endeavor to provide continuity and effective leadership, while at the same time providing opportunity for all interested and qualified members to serve as an ~~Officer, or Director, or CR~~.

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4.5 Nominating Committee

The President shall appoint two members in good standing to serve on a committee for the purpose of nominating ~~Officers, and Directors, and the CR~~ for the coming fiscal year. This Committee shall submit its recommendation to the Board in advance of the annual business meeting of the Chapter. The President shall be the presiding officer of the Nominating Committee. Notice of nominations shall be made known to the ~~membership of~~ associated with the Chapter thirty (30) days in advance of the annual business meeting. Such notice may be given by electronic transmission. Nominations

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shall be allowed from the floor ~~at during the election at the annual meeting.~~ In preparing its list of nominees, the Committee shall endeavor to include such public sector employees or private sector employees who are actively engaged in the field of solid waste management, who represent a cross-section of employers, and who represent a geographical balance of the overall membership.

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ARTICLE V

Meetings of Members associated with the Chapter

5.1 Annual Meeting

An annual business meeting of the members shall be held in August or September of each year at a specific date and place as determined by the Board of Directors.

5.2 Special Meetings

Special meetings of the members may be held at any time on call of the President, a majority of the Board of Directors, or by members having twenty-five percent (25%) of the votes entitled to be cast at such meeting. If a requisite number of members call a special meeting, they shall submit in writing to the Secretary their request and shall indicate the purpose of the meeting. Upon receipt of such call for a special meeting, the Secretary shall cause notice of the special meeting to be given in accordance with Section 5.3.

5.3 Notice of Meetings

Written notice of all meetings shall be sent to the membership ~~not less than fourteen (14) days nor more than ninety (90) days prior to the date of the meeting.~~ Notice of the annual business meeting shall be given to the membership ~~thirty (30) days in advance of the meeting.~~ The notice shall state the time and place of the meeting and, if the meeting is a special meeting, the purpose(s) of the meeting and the matter(s) proposed to be acted on. Notice is deemed to be given to a member when it is mailed to his/her home/office address or e-mail as it appears in the Chapter records.

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5.4 Quorum

Ten percent (10%) of ~~the the members who are in good standing and are present in person or by proxy at any meeting shall constitute a quorum.~~ If less than a quorum is present, the majority of the votes represented either in person or by proxy may adjourn the meeting from time to time without notice; provided that the Secretary shall notify the absent members of the time and place of such adjourned meetings.

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5.5 Meetings of Membership

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Meetings of the Chapter shall be held at such time and place as is determined by the Board of Directors or the Program and Arrangement Committee, but in no event less frequently than twice each year. Any meeting may be canceled by the Board of Directors for sufficient cause.

5.6 Proxies

All votes by the ~~m~~Membership at any meeting of the ~~m~~ members (but not the Board of Directors) may be voted by proxy. All proxies shall be in writing signed by the member under oath and dated. A proxy shall not be effective unless it is received by the Chapter Secretary. A proxy shall not be valid for more than eleven months from its date.

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ARTICLE VI

Indemnification

6.1 The Chapter shall indemnify and hold harmless any person who shall be an Officer, ~~or~~ Director ~~or CR~~ of the Chapter and any person ~~who is an~~ Officer, Director, ~~CR,~~ or Executive Director of the Association if he/she was conducting business on behalf of or for the Chapter, from and against all actions, claims, demands, lawsuits, liabilities, damages, costs and expenses (including reasonable attorneys' fees and charges defending the same) that might arise or be asserted against them in connection with the Chapter or Association business. However, such Officer, Director, ~~CR,~~ or Executive Director shall not be relieved from any liability to the Chapter or the Association imposed by law, including liability or fraud, bad faith or willful neglect.

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6.2 Any indemnification shall be made by the Chapter only as authorized in each specific case by the Board of Directors upon a determination that indemnification is proper. Requests for indemnification shall be made in writing to the Board of Directors within thirty (30) days after the earlier of the following: (a) commencement of any action, claim, demand, suit or proceeding, (b) notice of any liability, damages, costs or expenses or (c) circumstances providing good reason to anticipate such commencement or notice.

ARTICLE VII

Amendments

These Bylaws may be amended upon the affirmative vote of two-thirds of the voting members who are associated with the Chapter and are present in person or by proxy at an annual membership Chapter business meetings, provided notice of such amendment was sent by mail or electronic transmission to each member not less than thirty (30) days prior to such meeting. The Board may authorize electronic voting on Bylaws amendments.

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ARTICLE VIII

Conformity

~~The activities of the Chapter, its Officers, and Directors, and CR shall conform with these Chapter Bylaws, the Association Bylaws, and the Association Policy Manual. The activities of the Chapter, its Officers and Directors, shall conform with these Bylaws, the Bylaws of the Association, the Association Policy Manual, and the Affiliation Agreement between the Chapter and the Association.~~

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NOTES:

1. Original Bylaws approved at August 10, 1984 General Membership Meeting.
2. Amendments
 - #1 - September 23, 1986 at Annual Business Meeting (Section 3.2.1)
 - #2 - September 23, 1987 at Annual Business Meeting (Sections 3.2.1 and 4.7, to allow other than regular members to be President or Vice President)
 - #3 - September 20, 1988 at Annual Business Meeting (Sections 1.1.1, 1.2.11, 1.2.2.6, 2.1, 2.2, 2.3, 2.4, 3.2.6, 3.3, 3.3.1, 4.3, 4.4.2, 4.5 to reflect Association's billing of dues; allow up to eight Directors; conform to revised dues structure approved by Association in August 1987; and typographical errors.)
 - #4 - September 17, 1992 at Annual Business Meeting (Sections 1.2, 1.3, 2.1, 2.2, 2.3, 2.4, 2.5, 2.6, 3.2.4, 3.2.6.1, 3.2.6.2, 3.3, 3.3.1, 3.4, 3.4.1, 3.4.2, 3.4.3, 3.4.4, 4.4, 4.7, 5.2, 8.0 to reflect Associations name change to SWANA, changes to billing of dues, allowing the Treasurer a higher monthly expenditure for ordinary Chapter expenses, description of Committee duties, addition of the allowance for the general membership to call Special Meetings, and typographical errors.)

SWANA Mid-Atlantic Chapter Bylaws

- #5 - September 14, 1995 at Annual Business Meeting
(Sections 1.1, 1.2, 1.3, 2.2, 2.4, 3.1, 3.2.2, 3.2.6, 3.3, 3.4, 4.1, 4.2, 4.3, 4.4, 4.5, 5.2, 5.4, 5.6, 7.0 and 8.0 to reflect conformation with the Association Bylaws, a clarification of the duties of the Directors and Officers, a clarification of the qualification of the Officers, a change in the election method to allow for proxies, an increase in the number of members required to call a special meeting, and other changes to re-format the Bylaws.)
- #6 - September 24, 1999 at Annual Business Meeting
(Sections 1.1.4, 2.2, 3.1.1, 3.3.1.1, 3.3.2, 3.3.4, 3.4, 4.1, 4.4, 5.3 to reflect conformation with Association bylaws and procedures, stipulating notices for Board meetings, allowing action without a Board meeting, provide flexibility in committee duties, clarification of Vice President's and President's terms, restriction of combined offices, clarification of meeting notices, as well as capitalization consistency in other sections.)
- #7 - September 27, 2002 at Annual Business Meeting
(Changed Section 3.1.2 from "...not less than four and not more than eight elected Directors..." to "...not less than four and not more than ten elected Directors...". Also change "...nine to thirteen-member Board." to "...nine to fifteen-member Board." Also added at the end of Section 3.1.3 the following: "The Board shall consist of at least one member position representing each of the states of Maryland and Delaware and the District of Columbia. Board members may work or live in the jurisdiction that they represent. If there is no current Board member representing one of the three aforementioned jurisdictions, then the position on the Board for that jurisdiction shall remain unfilled until such time that a member from that jurisdiction is elected.")
- #8 - September 26, 2006 at Annual Business Meeting
Correction of miscellaneous misspellings, capitalization, and editing.
Reformatting of Article III and inclusion of the following new sentences in 3.1.3. "To promote participation by diverse and various organizations, the Chapter shall strive for a Board comprised of not more than one member from the same employer. However, as circumstances necessitate, not more than two Board members may be employed by the same entity, and not more than two entities may have two employees on the Board. A Board member who, voluntarily or involuntarily, becomes employed in such a way that the limits of the preceding sentence are exceeded, then he/she may complete his/her current term, but shall be disqualified from re-election."
- #9 - September 19, 2007 at Annual Business Meeting
Deletion of quorum definition in 3.1.1. with insertion in 3.1.2 and changed to seven or majority, whichever is less. Allowing electronic voting by Board (3.1.1), voting for elections (4.2), notice of meetings (4.5), and notice and voting on Bylaw amendments (Article VII). Clarification of jurisdiction representation in 3.1.3 and placing definition in 3.1.5.1. In 3.2.4, modifying Audit Committee members.
- #10 - September 19, 2012 at Annual Business Meeting
Section 1.1.2 has been deleted as the Chapter has no authority to change a member's status. A sentence has been added to Section 1.1.3 to state that member must notify both the Association and Chapter Secretary of resignation and to clarify that resignation does not absolve a member's debt or obligation to the Chapter or Association. Section 1.1.4 has been revised to reference back to the Association Policy Manual regarding suspension for nonpayment of dues. Section 1.2 has been revised to reference back to the Association Bylaws regarding membership classes. Section 3.1.3 has modified so that it reads better and to complete a sentence that was previously incomplete. Section 3.1.4.3 has been added in accordance with State law which gives members the right to remove a director. Section 3.1.5.6.1 has been Section 3.1.5.6.2 has been clarified that maximum fiscal expenditure

SWANA Mid-Atlantic Chapter Bylaws

is cumulative/individual. Section 3.2 has been modified so that it reads better. Section 3.3 regarding vacancies has been moved and renumbered as Section 3.1.6. Article VIII has been rewritten and the reference to the Affiliation Agreement has been deleted as this will be written out of the Association Bylaws. References to the Chapter Director were changed to Chapter Representative, as well as other changes throughout to indicate the CR is different from a Director. Also, editing of capitalizations, etc. and clarification of membership vs. members, as well as, clarification of members who are associated with the Chapter vs. those who are not.

Clemm, Hallie (DPW)

From: Andrew Kays [AKays@nmwda.org]
Sent: Tuesday, December 04, 2012 10:18 AM
To: Lezinski, Steve; Murray, Dana; hilton, tom; Blackwell, Niti; Gutberlet, Mark; Clemm, Hallie (DPW); jmeyers@armgroup.net; jneyman@republicservices.com; PBieniek@ccgov.org; Pendleton, Carrie; rmr@dswa.com; Steve Lippy; tford@menv.com; Trivedi, Mehal
Subject: RE: Action Requested - RE: Proposed By Law Change for SWANA

concur

From: Lezinski, Steve [mailto:Steve.Lezinski@montgomerycountymd.gov]
Sent: Tuesday, December 04, 2012 10:10 AM
To: Murray, Dana; hilton, tom; Andrew Kays; Blackwell, Niti; Gutberlet, Mark; hallie.clemm@dc.gov; jmeyers@armgroup.net; jneyman@republicservices.com; PBieniek@ccgov.org; Pendleton, Carrie; rmr@dswa.com; Steve Lippy; tford@menv.com; Trivedi, Mehal
Subject: RE: Action Requested - RE: Proposed By Law Change for SWANA

All -- I maintain the same position as referenced below by Tom.

Stephen T. Lezinski, Engineer III
Montgomery County DEP/DSWS
16101 Frederick Road
Derwood, MD 20855
Tel: 240-777-6590
Cel: 240-832-0414
Fax: 301-840-2385
Email: steve.lezinski@montgomerycountymd.gov

From: Murray, Dana [mailto:DMurray@scsengineers.com]
Sent: Tuesday, December 04, 2012 9:43 AM
To: hilton, tom; Andrew Kays; Blackwell, Niti; Gutberlet, Mark; hallie.clemm@dc.gov; jmeyers@armgroup.net; jneyman@republicservices.com; PBieniek@ccgov.org; Pendleton, Carrie; rmr@dswa.com; Steve Lippy; Lezinski, Steve; tford@menv.com; Trivedi, Mehal
Subject: RE: Action Requested - RE: Proposed By Law Change for SWANA

All,

I had Mehal's wrong email address on previous email string. Please "reply all" to this email when responding. Sorry for the inconvenience.

Dana L. Murray, P.E.
Vice President
SCS ENGINEERS
11260 Roger Bacon Dr.
Reston, VA 20190
office: 703.471.6150
mobile: 703.628.5625
fax: 703.471.6676
dmurray@scsengineers.com
www.scsengineers.com

From: Murray, Dana

Sent: Tuesday, December 04, 2012 9:06 AM

To: 'hilton, tom'; Andrew Kays; Blackwell, Niti; Gutberlet, Mark; hallie.clemm@dc.gov; jmeyers@armgroup.net; jneyman@republicservices.com; mtrivedi@fredco-md.net; PBieniek@ccgov.org; Pendleton, Carrie; rnr@dswa.com; Steve Lippy; Steve.Lezinski@montgomerycountymd.gov; tford@menv.com

Subject: RE: Action Requested - RE: Proposed By Law Change for SWANA

Tom,

Thank you for reviewing the document and articulating your thoughts. You are not alone in your beliefs. I believe the majority of people in SWANA regardless if they are private or public, want SWANA to be the organization that stands for public sector SWM interests. I do think there are other checks and balances in place to maintain that. I can see both sides and I do not have a strong opinion either way. On the side of making a change is that SWANA is about the commitment of the volunteers and less about people's positions.

I hope others will weigh in. Also, if you think we need a conference call, please let me know and I can set one up.

Thank you again,

Dana L. Murray, P.E.

Vice President

SCS ENGINEERS

11260 Roger Bacon Dr.

Reston, VA 20190

office: 703.471.6150

mobile: 703.628.5625

fax: 703.471.6676

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From: hilton, tom [<mailto:tchilton@harfordcountymd.gov>]

Sent: Monday, December 03, 2012 4:54 PM

To: Murray, Dana; Andrew Kays; Blackwell, Niti; Gutberlet, Mark; hallie.clemm@dc.gov; jmeyers@armgroup.net; jneyman@republicservices.com; mtrivedi@fredco-md.net; PBieniek@ccgov.org; Pendleton, Carrie; rnr@dswa.com; Steve Lippy; Steve.Lezinski@montgomerycountymd.gov; tford@menv.com

Subject: RE: Action Requested - RE: Proposed By Law Change for SWANA

Dana,

This indeed can be a very contentious topic. I for one believe SWANA should continue to cater to the public sector with representation from both the public and private sectors. There are other organizations that cater to the private sector but don't discriminate towards the public sector. I personally do not want to see SWANA slowly morph into these other organizations. I see the potential for this to happen over time with changes like these. If they allow this to happen this year, what will be proposed in the years to come? There is a place and need for those other organizations and they should continue to be separate from SWANA. With SWANA's leadership organization under the current by-laws and the resultant focus on the public sector, SWANA can continue to address issues that are important to the public sector. Additionally, if one of the options are chosen, there may be times when an officer has to vote or state their position on an issue that is important to the public sector but could be a conflict of interest with the officer's private sector interests. (ie. a private sector officer voting on a flow control issue).

For this reason, I oppose either option that is proposed in the attachment.

If SWANA national is having difficulty in its public sector officer membership (which I can see happening with all of the costly travel that occurs for its meetings), then perhaps they need to think about subsidizing some of the travel expenses to encourage more public sector involvement.

Thomas C. Hilton, P.E.
Deputy Director
Harford County Department of Public Works
Division of Environmental Services
3135 Scarboro Road
Street, Maryland 21154

Ph. 410.638.3513
Fax. 410.638.4019



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From: Murray, Dana [<mailto:DMurray@scsengineers.com>]
Sent: Monday, December 03, 2012 3:14 PM
To: Andrew Kays; hilton, tom; Blackwell, Niti; Gutberlet, Mark; hallie.clemm@dc.gov; jmeyers@armgroup.net; jneyman@republicservices.com; mtrivedi@fredco-md.net; PBieniek@ccgov.org; Pendleton, Carrie; rnr@dswa.com; Steve Lippy; Steve.Lezinski@montgomerycountymd.gov; tford@menv.com
Subject: Action Requested - RE: Proposed By Law Change for SWANA

All,

Please find attached a memo describing a proposed change to the SWANA International By Laws. The memo lays out the change and the reason for the change very clearly. At this point the chapters are being asked if they prefer one of the two options or if the chapter would not support this change. I do not vote until April, but on upcoming Planning and Region 4 conference calls they are asking for feedback to present to the Executive Committee (EC). The EC meets in January and may direct the policy committee to draft one of the options as a proposed change for April's vote.

I brought this up at our September Board meeting and mentioned that I would be seeking input at a later date.

Thank you for taking the time to read it and to give me feedback.

Dana L. Murray, P.E.
Vice President
SCS ENGINEERS
11260 Roger Bacon Dr.
Reston, VA 20190
office: 703.471.6150
mobile: 703.628.5625
fax: 703.471.6676
dmurray@scsengineers.com
www.scsengineers.com

Clemm, Hallie (DPW)

From: Andrew Kays [AKays@nmwda.org]
Sent: Friday, December 07, 2012 1:32 PM
To: Lezinski, Steve; Blackwell, Niti; Murray, Dana; hilton, tom; Gutberlet, Mark; Clemm, Hallie (DPW); jmeyers@armgroup.net; jneyman@republicservices.com; Pendleton, Carrie; rmr@dswa.com; Steve Lippy; tford@menv.com; Trivedi, Mehal
Cc: PBieniek@ccgov.org
Subject: RE: Round Table - Debris Management and Preparedness

As an FYI, the Disaster Debris Management Committee of the Baltimore Metropolitan Council met on December 6, 2012. The MRN/SWNWA conference was discussed.

Andrew

From: Lezinski, Steve [mailto:Steve.Lezinski@montgomerycountymd.gov]
Sent: Friday, December 07, 2012 1:07 PM
To: Blackwell, Niti; Murray, Dana; hilton, tom; Andrew Kays; Gutberlet, Mark; hallie.clemm@dc.gov; jmeyers@armgroup.net; jneyman@republicservices.com; Pendleton, Carrie; rmr@dswa.com; Steve Lippy; tford@menv.com; Trivedi, Mehal
Cc: PBieniek@ccgov.org
Subject: Round Table - Debris Management and Preparedness

To All – here are the proposed Debris Management and Preparedness questions that I drafted for the Round Table discussion at our next BOD meeting in January 2013. Pete B. provided concurrence on content. We'll have to decide on a facilitator.

Any and all comments are welcome via email to me for incorporation.

Thanks and have a great weekend.

-Steve

Stephen T. Lezinski, Engineer III
Montgomery County DEP/DSWS
16101 Frederick Road
Derwood, MD 20855
Tel: 240-777-6590
Cel: 240-832-0414
Fax: 301-840-2385
Email: steve.lezinski@montgomerycountymd.gov

Clemm, Hallie (DPW)

From: Shirl Wright [SWright@nmwda.org]
Sent: Tuesday, December 11, 2012 3:27 PM
To: Shirl Wright
Subject: Mid-Atlantic Chapter - December Newsletter

Good Afternoon,

The December issue of the SWANA Mid-Atlantic Chapter newsletter is available for viewing on the Chapter website at the following link:

<http://swana-midatl.org/Documents/SwanaNewsletterDecember2012Issue.pdf>

Thanks, Shirl

Shirley A. Wright
Administrative Assistant/Network Administrator
Northeast Maryland Waste Disposal Authority
100 South Charles Street, Tower II - Suite 402
Baltimore, MD 21201-2705
T - (410) 333-2730 * F - (410) 333-2721
E-mail: swright@nmwda.org
www.nmwda.org * www.mdrecycles.org

Clemm, Hallie (DPW)

From: Clemm, Hallie (DPW)
Sent: Friday, December 14, 2012 9:56 AM
To: 'Shirl Wright'
Cc: 'Blackwell, Niti'
Subject: Job announcement

Good morning. The DC Department of Public Works is looking to hire a Disposal Chief who will run our transfer stations and help formulate solid waste disposal policy for the District. For details, please follow this link:
https://erecruit.dc.gov/psp/erecruit/EMPLOYEE/HRMS/c/HRS_HRAM.HRS_CE.GBL?Page=HRS_CE_HM_PRE

Would you please send this message out to the Mid-Atlantic membership email list?
Thank you in advance.

Clemm, Hallie (DPW)

From: Shirl Wright [SWright@nmwda.org]
Sent: Monday, December 17, 2012 1:48 PM
Subject: SWANA Mid-Atlantic Chapter - Employment Announcement for Disposal Chief - DC DPW

Good Afternoon Chapter Members,

The following employment announcement was provided by Hallie Clemm. This announcement has also been posted on the Chapter website.

The DC Department of Public Works is looking to hire a Disposal Chief who will run our transfer stations and help formulate solid waste disposal policy for the District. For details, please follow this link:

https://erecruit.dc.gov/psp/erecruit/EMPLOYEE/HRMS/c/HRS_HRAM.HRS_CE.GBL?Page=HRS_CE_HM_PRE

Thanks, Shirl

Shirley A. Wright
Administrative Assistant/Network Administrator
Northeast Maryland Waste Disposal Authority
100 South Charles Street, Tower II - Suite 402
Baltimore, MD 21201-2705
T - (410) 333-2730 * F - (410) 333-2721
E-mail: swright@nmwda.org
www.nmwda.org * www.mdrecycles.org

Clemm, Hallie (DPW)

From: Andrew Kays [AKays@nmwda.org]
Sent: Monday, December 17, 2012 3:41 PM
To: Lezinski, Steve; hilton, tom; Blackwell, Niti; Murray, Dana; Gutberlet, Mark; Clemm, Hallie (DPW); jmeyers@armgroup.net; jneyman@republicservices.com; Pendleton, Carrie; rmr@dswa.com; Steve Lippy; tford@menv.com; Trivedi, Mehal
Cc: PBieniek@ccgov.org
Subject: RE: Round Table - Debris Management and Preparedness

- 1) Yes
- 2) What is the seating capacity of the conference room at MES (figuring that we can then subtract the typical Board attendance to arrive at a "remaining capacity" for discussion purposes...or am I over thinking this?)

Andrew

From: Lezinski, Steve [mailto:Steve.Lezinski@montgomerycountymd.gov]
Sent: Monday, December 17, 2012 3:35 PM
To: hilton, tom; Blackwell, Niti; Murray, Dana; Andrew Kays; Gutberlet, Mark; hallie.clemm@dc.gov; jmeyers@armgroup.net; jneyman@republicservices.com; Pendleton, Carrie; rmr@dswa.com; Steve Lippy; tford@menv.com; Trivedi, Mehal
Cc: PBieniek@ccgov.org
Subject: RE: Round Table - Debris Management and Preparedness

To All – here is the final round table discussion outline, which incorporates comments from Steve Lippy, Tom Hilton and myself. As some BOD members had mixed feelings on the presentation and attendance, I am putting this to a vote.

- 1) YES OR NO to have the round table.
- 2) Limit discussion to BOD/one staff member guest OR no limit on attendance.

Thank you. -Steve

Stephen T. Lezinski, Engineer III
Montgomery County DEP/DSWS
16101 Frederick Road
Derwood, MD 20855
Tel: 240-777-6590
Cel: 240-832-0414
Fax: 301-840-2385
Email: steve.lezinski@montgomerycountymd.gov

From: hilton, tom [mailto:tchilton@harfordcountymd.gov]
Sent: Monday, December 10, 2012 3:55 PM
To: Lezinski, Steve; Blackwell, Niti; Murray, Dana; Andrew Kays; Gutberlet, Mark; hallie.clemm@dc.gov; jmeyers@armgroup.net; jneyman@republicservices.com; Pendleton, Carrie; rmr@dswa.com; Steve Lippy; tford@menv.com; Trivedi, Mehal
Cc: PBieniek@ccgov.org
Subject: RE: Round Table - Debris Management and Preparedness

Steve,

After thinking some more on this I am ok with having this roundtable discussion. I think the panel discussion at the conference will focus more on how some of the agencies managed their debris on specific storm events. We can get into some questions into debris mgt plans, and contracts as time permits. I think there will be enough of a time gap before the conference that it should not be a problem.

For the roundtable in January, instead of starting out with a training category and communication category, I think it would flow better starting out with the basic questions on debris management plans (some people may not even know what they are or why it is important to have them), then move to questions on methods of debris collection, processing, and disposal, then questions on monitoring, followed by communication and then contingency planning. I have attached a mark-up for your consideration.

Thomas C. Hilton, P.E.
Deputy Director
Harford County Department of Public Works
Division of Environmental Services
3135 Scarboro Road
Street, Maryland 21154

Ph. 410.638.3513
Fax. 410.638.4019



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From: Lezinski, Steve [<mailto:Steve.Lezinski@montgomerycountymd.gov>]
Sent: Friday, December 07, 2012 1:07 PM
To: Blackwell, Niti; Murray, Dana; hilton, tom; Andrew Kays; Gutberlet, Mark; hallie.clemm@dc.gov; jmeyers@armgroup.net; jneyman@republicservices.com; Pendleton, Carrie; rnr@dswa.com; Steve Lippy; tford@menv.com; Trivedi, Mehal
Cc: PBieniek@ccgov.org
Subject: Round Table - Debris Management and Preparedness

To All – here are the proposed Debris Management and Preparedness questions that I drafted for the Round Table discussion at our next BOD meeting in January 2013. Pete B. provided concurrence on content. We'll have to decide on a facilitator.

Any and all comments are welcome via email to me for incorporation.

Thanks and have a great weekend.

-Steve

Stephen T. Lezinski, Engineer III
Montgomery County DEP/DSWS
16101 Frederick Road
Derwood, MD 20855
Tel: 240-777-6590
Cel: 240-832-0414
Fax: 301-840-2385
Email: steve.lezinski@montgomerycountymd.gov

Clemm, Hallie (DPW)

From: Andrew Kays [AKays@nmwda.org]
Sent: Thursday, January 10, 2013 8:42 AM
To: Andrew Kays; hilton, tom; Blackwell, Niti; dmurray@scsengineers.com; Gutberlet, Mark; Clemm, Hallie (DPW); jmeyers@armgroup.net; jneyman@republicservices.com; mtrivedi@fredco-md.net; PBieniek@ccgov.org; Pendleton, Carrie; rmr@dswa.com; Steve Lippy; Steve.Lezinski@montgomerycountymd.gov; tford@menv.com
Subject: RE: Mid-Atlantic SWANA Board of Directors 11.15.12 Meeting Minutes
Attachments: 2012-11-29 SWANA BOD Minutes_DRAFT 01.10.13.doc

All,

Good morning and Happy New Year to you all. Attached please find the revised minutes reflecting Steve Lippy's comments. I will bring hardcopy of the clean minutes to the meeting next week.

Best regards,

Andrew

From: Andrew Kays
Sent: Friday, November 30, 2012 2:20 PM
To: hilton, tom; 'Blackwell, Niti'; dmurray@scsengineers.com; Gutberlet, Mark; hallie.clemm@dc.gov; jmeyers@armgroup.net; jneyman@republicservices.com; mtrivedi@fredco-md.net; PBieniek@ccgov.org; Pendleton, Carrie; rmr@dswa.com; Steve Lippy; Steve.Lezinski@montgomerycountymd.gov; tford@menv.com
Subject: Mid-Atlantic SWANA Board of Directors 11.15.12 Meeting Minutes

Good afternoon,

Please find the draft minutes and related handouts from the 11.15.12 Board of Directors Meeting. Please supply comment or correction to me at your earliest convenience.

A quick reminder: We are to forward ideas for a disaster debris "after action" round table to Pete Bieniek to use in the January meeting. Topics are tentatively due the middle of December.

Best regards,

Andrew

The information in this email is confidential and may be legally privileged. It is intended solely for the addressee. Access to this email by anyone else is unauthorized. If you are not the intended recipient, any disclosure, copying, distribution or any action taken or omitted to be taken in reliance on it, is prohibited and may be unlawful. If you believe that you have received this email in error, please contact the sender.

Andrew Kays
Northeast Maryland Waste Disposal Authority
Tower II, Suite 402
100 S. Charles Street
Baltimore, MD 21201-2705
410.333.2730



MID-ATLANTIC CHAPTER
Howard County Government
Gateway Building
6751 Columbia Gateway Drive, Rm. 303
Columbia, Maryland 21046

Date: November 29, 2012
To: Board of Directors - SWANA Mid-Atlantic Chapter
From: Andrew Kays, Secretary
Re: November 15, 2012 Board of Directors Meeting Minutes

CALL TO ORDER

- Niti Blackwell, Chapter President, called the November 15, 2012 Mid-Atlantic Chapter Board of Directors (BOD) meeting to order at 10:05 AM at the Howard County Government Gateway Building in Columbia, MD.

INTRODUCTIONS

- The Board of Directors and other members present introduced themselves.
- A sign-in sheet was circulated for members to sign-in. An attendance list is included at the end of these minutes.

PRIOR MEETING MINUTES

- Minutes from the September 19, 2012 BOD meeting were presented and approved (Motion by Steve Lippy, 2nd by John Neyman).

OFFICER REPORTS AND DISCUSSION

- President's Report
 - Niti Blackwell participated in the Chapter Officer's Call on October 16, 2012 and reported the following information from the call:
 - The individual Chapters will now be responsible for insurance payments payable to National SWANA.
 - Annual Financial and progress forms are due by December 31, 2012. (Mark Gutherlet has the forms and will complete).
 - There are new application forms.
 - There was a discussion of the breakdown of general membership [60% Public, 29% private with the remainder small business, retired and student].
 - SWANA National has a membership goal of 8,905 [currently 8,106].
 - The next call is on January 23, 2013.
 - Niti will coordinate with Carrie Pendleton to form an audit committee. Of note, the audit should be performed before completing the annual financial report.

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**MID-ATLANTIC CHAPTER
Board of Directors Meeting
Meeting Minutes**

■ Treasurer's Report

- Carrie Pendleton was not present. Niti Blackwell reported that Carrie will have the budget summary for the January 2013 meeting. There were no changes from the last report other than noting the receipt of a check from SWANA for the Chapter's efforts at WASTECON (in the amount of \$7,289.22).

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■ Secretary's Report

- Andrew Kays had no report. Past Secretary Mark Gutberlet noted that he will complete the 2012 Annual Report.

■ Chapter Director's Report

- Dana Murray handed out the revised organization chart for SWANA National. Mary Beth Wojtaszek is now the Deputy Executive Director for SWANA but is maintaining her responsibilities for planning WASTECON.
- The International Board (IB) will hold a planning committee conference call in December 2012. Region 4 will have a call in December 2012 as well. These meetings are to provide input for the Executive Committee Winter Meeting in 2013. There will be a follow-up call in March 2013.

COMMITTEE REPORTS AND DISCUSSION

■ Programs

- MRN-SWANA (June 20-21, 2013) Tom Hilton and John Neyman reported on the planning for the combined conference. There will be a call on November 16, 2012.
 - Tom is coordinating with Dr. Walter Maestri (disaster planning consultant) to be a keynote speaker at the conference. The BOD discussed possible remuneration for Mr. Maestri for providing a keynote address and participating on a panel during one of the sessions.
 - The BOD approved (Motion by D. Murray, 2nd by S. Lippy) for the expenditure of \$1,000 in compensation for costs associated with speaking at the conference for Mr. Maestri. This motion was modified as noted below:
 - The BOD approved (Motion by P. Bieniek, 2nd by M. Gutberlet) the Programs Committee to negotiate up to \$1,000 in compensation for costs associated with speaking at the conference.
 - The BOD also discussed the following potential topics for the conference:
 - Operations impacts of tropical storms (loss of power, air space consumption and challenges with certain C&D materials);
 - Possible round table/open panel discussion of disaster responses (after action discussion);



MID-ATLANTIC CHAPTER
Board of Directors Meeting
Meeting Minutes

- Effect on landfill operations during law enforcement led searches for bodies in landfills.
- RODEO
 - MES is investigating option of hosting the RODEO again as Delaware is not interested in hosting this year. Tim Ford was to get back to Niti within the week to let her know whether MES could host it again next year. A decision by the committee in regards to the location of the event needs to be made in the next few weeks.
 - Steve Lippy will assist Chuck Ingram of MES on the committee.
- Training
 - Chapter led Training Courses
 - The BOD discussed hosting two training courses in 2013. The discussion included a review of the WASTECON participant training summary. The Chapter will host the Transfer Station Certification class in March of 2013. The lecture will be held at the DUSWM offices in Frederick County with a tour of the transfer station at Reichs Ford Road Landfill. Don Birnesser of KCI will teach the course. Fees will be \$325 per student plus \$100 for the exam. Pete Bieniek suggested adding a second instructor for the course.
 - The BOD discussed a second course (likely Manager of Landfill Operations) to be held in the fall of 2013. The HEAT Center was suggested as a location.
- Membership
 - Tim Ford distributed a membership report (attached).
 - There was a net increase of thirteen members since the last report and a total of forty-four new members in the Chapter for the year to date.
 - Tim noted that SWANA National does not track the source (e.g., existing member referral, Chapter recruiting or SWANA marketing) of the new members.
 - The BOD also discussed an initiative for referrals and placing Chapter related materials in an exhibitor's booth at the MRN Conference.
- Scholarship
 - Mehal Trivedi reported that the application forms are on the Chapter website. Applications are due May 1.
 - Mehal is verifying that OPS will still be sponsoring the \$2,000 Kevin Stearman Memorial Scholarship.
 - It is likely that the Chapter can hold the awards ceremony during lunch at the MRN-SWANA Conference.



MID-ATLANTIC CHAPTER
Board of Directors Meeting
Meeting Minutes

■ **Budget**

- Carrie Pendleton was not present but Niti Blackwell presented the budget related matters for discussion (see above).

■ **Legislative Liaison**

- Jonathan Myers reported on several biogas laws in California.
- The comment period for the Stationary Combustion Turbine Rule has been extended by 60 days. [<http://www.regulations.gov/#!documentDetail;D=EPA-HQ-OAR-2004-0490-0327>]. This Rule may affect Landfill Gas to Energy projects.
- The BOD discussed Renewable Energy Tax Credits, Renewable Identification Number [RIN] Fraud and a recent letter to the International Trade Commission regarding the status of international E-waste market.

■ **Technical Division Liaison**

- Pete Bieniek will continue to forward emails with Technical Division information.

■ **Newsletter**

- Steve Lezinski noted that the next edition of the newsletter will be issued in January. Submission dates and details will follow.
- Discussion of having an issue with the biographies of the BOD; Directors to send information to Steve.
- Steve and Tim Ford will discuss the new membership initiative for a future article.

OLD BUSINESS

- Upcoming Board Meeting Dates and Locations – Niti Blackwell requested ideas for future Board meetings. The BOD discussed options and agreed to the following meetings:
- Thursday, January 17, 2013 – MES Headquarters in Anne Arundel County, MD (Disaster Debris) **BOD or members to send topics to Peter Bieniek by mid-December, 2012.
 - Thursday, March 21, 2013 –Howard County, MD (Alpha Ridge Landfill Composting Tour?)
 - Thursday, May 16, 2011 –Cecil County, MD(E&S pretreatment tour)

NEW BUSINESS

- Bylaws changes are due by January;



MID-ATLANTIC CHAPTER
Board of Directors Meeting
Meeting Minutes

- Niti reported that Carrie Pendleton is investigating Professional Development Hours compatibility with SWANA CEUs. Steve Lippy to assist. Steve mentioned that he is trying to get SWANA to change their CEU's to PDH's to be compatible with most state boards and that he would check with SWANA to see if they could become an approved provider for PDH's for MD.
- Chapter Committees – The BOD discussed participation in the following committees:
 - By-Laws Committee [Andrew Kays, Steve Lippy, Niti Blackwell];
 - Training Committee [Peter Bieniek, Niti Blackwell and Brent Diehlman];
 - Program Committee [Tom Hilton, John Neyman, Robin Roddy];
 - Audit Committee [Carrie Pendleton, Mark Gutberlet].
- Tom Hilton introduced Mr. Timothy Whittie who is the new Director of Public Works for Harford County.

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ADJOURN

The BOD meeting adjourned at 12:07 PM.

The next meeting will be Thursday, January 17th, 2013 at the MES headquarters in Anne Arundel County.

Andrew Kays, Secretary



**MID-ATLANTIC CHAPTER
Board of Directors Meeting
Meeting Minutes**

Attendance List – November 15, 2012 BOD Meeting

<i>Name</i>	<i>Affiliation</i>	<i>Phone #</i>	<i>E-Mail</i>	<i>Role</i>	<i>Present</i>
Board of Directors					
Niti Blackwell	Howard County	(410) 313-6418	nblackwell@howardcountymd.gov	President	Yes
Robin Roddy	Delaware Solid Waste Authority	(302) 764-5385	rnr@dswa.com	Past President	Yes
Mark Gutberlet	EA Engineering	(410) 771-4950	mgutberlet@eaest.com	Vice President	Yes
Carrie Pendleton	Geosyntec Consultants	(410) 707-3655	cpendleton@geosyntec.com	Treasurer	No
Dana Murray	SCS Engineers, Inc.	(703) 471-6150	dmurray@scsengineers.com	Chapter Director	Yes
Mehal Trivedi	Frederick County, MD	(301) 600-3043	mtrivedi@fredco-md.net	Director, Alt. Chapter Director	Yes
Andrew Kays	NMWDA	(410) 333-2730	akays@nmwda.org	Secretary	Yes
Peter Bieniek	Cecil County		pbieniek@ccgov.org	Director	Yes
Hallie Clemm	DC DPW	(202) 645-4301	Hallie.clemm@dc.gov	Director	No
Stephen Lezinski	Montgomery County, MD	(301) 926-1283	steve.lezinski@montgomerycountymd.gov	Director	Yes
Steve Lippy	Semi-retired	(410) 296-9150	s.lippy@verizon.net	Director	Yes
Jonathon Myers	ARM Group	(410) 327-1070	jmartin@synteccorp.com	Director	Yes
John Neyman	Allied Waste Services	(302) 658-4097	jneyman@republicservices.com	Director	Yes
Tim Ford	Maryland Environmental Service	(410) 729-8371	stomc@menv.com	Director	Yes

Deleted: Baltimore County, MD

Deleted: (410) 887-2009

Deleted: slippy@baltimorecountymd.gov

Other Attendees:

Timothy Whittie, Harford County
Eric Burdine, Carroll County
Kordell Wilen, Cecil County



MID-ATLANTIC CHAPTER Board Meeting Agenda

November 15, 2012

Howard County Government
Gateway Building
Columbia, Maryland

- I. Call to Order (Niti Blackwell, President)
- II. Introductions
- III. Approval of minutes from last meeting (September 19, 2012)
Secretary – Mark Gutberlet
- IV. Officer Reports
 - a. President – Niti Blackwell
 - b. Treasurer - Carrie Pendleton
 1. No changes from last report, other than the check for \$7,289.22 from SWANA for Wastecon was deposited
 2. Next report will be available in January
 - c. Secretary – Andrew Kays
 - d. Chapter Director – International Board – Dana Murray
- V. Committee Reports
 - a. Programs
 1. MRN/SWANA- June 20-21, 2013
 2. Road-E-O 2013
 - b. Training
 1. WASTECON Attendance Summary
 2. Spring Course
 - c. Membership – Tim Ford
 - d. Scholarship – Mehal Trivedi
 - e. Budget - Carrie Pendleton
 1. ING account application
 - f. Legislative Liaison – Jonathan Meyers
 - g. Technical Division Liaison – Pete Bieniek
 - h. Newsletter – Steve Lezinski

SWANA Offices Organization Chart

November 2012

Executive Director and CEO
John Skinner

Accounting Outsourced
Controller: James Borger
Accountant: Ron Dorsey

IT Director
Guy Riso

Deputy Executive Director
Meri Beth Wojtaszek

Associate Director
Kathy Callaghan

Applied Research Director
Jeremy O'Brien

Director of Administration
Cathy Wilde

Education, Training & Certification Director
Patricia Timus

Marketing & Membership Manager
Wendy Melis

Exhibit sales Outsourced
Rich Ryan

Mail Room Outsourced
Valerie Corkran

Database Manager
Jeff Spence

Registrar Outsourced
Valerie Foote

Certification Program Manager
Michael Tomaselli

Training Program Manager
Shamia Cottrell

Certification and Training Coordinator
Melanie Meeks

Advocacy, Division & Conference Programs Manager
Sue Bumpous

Senior Program Coordinator
Jesse Maxwell

Events Coordinator
Open

Membership & Chapter Services Manager
Estella Martinez

Program Manager
Shelby Truxon

Senior Lead Web Developer
Jarrod McLellan

Web Coordinator
Jazmin Childress

Marketing Coordinator
Nadia Williams

Marketing Program Manager
Maureen Arnson

Accounting Assistant
Gabrielle Gardner

2013 Joint MRN/SWANA Conference

1. Proposed Theme - Preparing for the Unexpected – What to Expect when You are NOT Expecting
2. Proposed Keynote Speakers-

Thursday – San Francisco Recycling/Food Waste Recycling Program (Charlie Reighart – Contacting)
MRN considering paying for airfare and room and board

Friday – Dr. Walter Maestri, former Emergency Planner for Jefferson Parish during Hurricane Katrina, and now expert in Debris Management Plans- works with DRC Emergency Services (Tom Hilton – Contacting)
Request SWANA consider paying for airfare and room and board

3. Proposed Presentation Topics

Organics and Foodwaste

- Food Scrap Collection – Howard County, San Francisco, Juri Freeman of SERA
- Food Waste Processing Composting – Howard County, Wilmington Organics
- Food Waste Processing into Biofuels
- New State Regulations restricting land application of sewage sludge – opportunities for co-composting

Recovery from Natural Disasters

- Preparation of Harford County’s Debris Management Plan – Tom Hilton
- Contracting Standby Emergency Debris Management Services – Dr. Walter Maestri – DRC Emergency Services
- Other Emergency Contracts – Someone in Procurement Field

Sudden Impacts on Economy and Market Conditions

- Panel discussion on how different areas coped w/ downturn in economy in 2008
 - Private Sector – Infinity recycling – Chestertown
 - Ocean City Recycling Program

Succession Planning for Staff

Solid Waste Transfer Stations

Public Outreach Programs

Legislative Update

Items Difficult to recycle

- National Overview – then “Ignite”
- Styrofoam speaker – Maria
- Bra recycling – Tonya Adams

Safety

- Recycling Collector deaths spike in 2012
- NSWMA Report

Roundtable Discussions

IDEAS?? COMMENTS??? SUGGESTIONS????? TOPICS??? PRESENTERS?????

Next Conference Call w/ Conference Committee Chairs: November 16th.

-V. b. 1

App	First Name	Middle Name	Last Name	Nick Name	Title	Company Name	Course
	Jeff		Steers		Divison Director	VA Dept. of Environmental Quality	bioreactor
	Jonathan	B.	Meyers	Jonathan	Project Engineer	ARM Group Inc.	bioreactor
Mr.	Michael		Williams	Michael	Waste Management Route Coordinator	City of Virginia Beach	Collection
Mr.	Rajindra	R.	Rodney	Rajindra	Route Coordinator	City of Virginia Beach	Collection
Ms.	Juanita	K.	Simpson	Juanita	Operations Coordinator	City of Virginia Beach	Collection
Mr.	Oren	K.	Dabney	Oren	Chief Executive Officer	Jersey City Incinerator Authority	Collection
	Allen	J.	Morris	Allen	Solid Waste Disposal Manager	City of Bristol	Collection
Mr.	Michael	L.	Martin		Collection Supervisor	City of Bristol	Collection
Mr.	Delmer		Dasham	Delmer	Processing Supervisor	Centre County Recycling & Refuse Authority	Collection
Mr.	Randy		Bolt	Randy	Operations Manager	Maryland Environmental Service	composting
Mr.	Charles		Bradford	Charlie	Operations Manager	Maryland Environmental Service	composting
	Joel	R.	Saline	Joel	Landfill Manager	AA	composting
	Loree	G.	Talley	Loree	Recycling Coordinator/Administrative Assistant	City of College Park	composting
	Bruce	Millard	O'Dell	Bruce	Disposal Section Manager	Prince George's County	composting
	Larry		Mccloud	Larry	Superintendent	Transfer Station	composting
	Laure		Halperin		Recycling Beautification Coord.	County of York	composting
	Linda	J.	Richardson	Lyn	Solid Waste Compliance Program Coordinator	Virginia Dept of Environmental Quality (DE	composting
	Anthony	E.	Makins	Anthony	President/Owner	Makins Trucking, LLC	composting
	Joel	E.	Haley	Joel	Operations Technician	Delaware Solid Waste Authority (DSWA)	composting
	John		Neyman	John	Major Account Executive	Republic Services, inc.	composting
	Peter		Previte	Pete	Recycling Markets Dev. Mgr.	Pennsylvania Recycling Markets Center	composting
Mr.	Gary		Hensley	Gary	Recycling Program Analyst	City of Alexandria	hhw
	Adrienne		Hali	Bonriie	Engineer Tech II	DPEWS	hhw
	Robert	T.	Stumpff	Bob	Director, Public Works	City of College Park	hhw
	Anthony		Burns		Lead - Collections	Plainfield Municipal Utilities Authority	Integrated SWM
	Kenneth		Bennett		Safety and Risk Coordinator	Atlantic County Utilities Authority (Acua)	Integrated SWM
	Christopher		Lund	Chris	Vice President	Gershman, Brickner & Bratton, Inc. (GBB)	Integrated SWM
	Jeffrey		Dannis	Jeffrey	Operations Division Chief	Howard County MD	Integrated SWM
	David	F.	Smith	David	Integrated Solid Waste Manager	US Marine Corps	Integrated SWM
	Robert	E.	Scott	Bobby	General Supervisor	City of Virginia Beach	molo
Mr.	Theodore	J.	Sirko	Ted	Bureau Chief of Solid Waste	Carroll County	molo
	Brian		Johnson	Brian	Operations Manager	Maryland Environmental Service	molo
	Charles	D.	Forbes	Charles	Assistant Director, Solid Waste Disposal	Fairfax County	molo
Mr.	Eric		Classon		Crew Chief	Harford County Government	molo
	Dennis		Fleming	Dennis	Chief of Vehicle Maintenance	Charles County	molo
Mr.	Terry		Warhurst	Terry	Landfill Superintendent	Charles County	molo
	Dennis		Looney	Dennis	Recycling Foreman	Worcester County	molo
Mr.	Joseph		Rowe	Joe	Foreman	George & Lynch, Inc.	molo
Mr.	Matthew		Cawley	Matt	Maintenance Supervisor	MD Environmental Service	molo
	Scott		Sample	Scott	Executive Director	Northern Tier Solid Waste Authority	molo
	Timothy		Shockley	Tim	Administrator	City of Newport News	molo
	Brent	H.	Ross	Brent	Project Manager	Atkins	molo
	Justice	O.	Derefaka	Justice	Head Waste Management Discipline	Enweze, Anthony	molo
Mr.	Stiles		Peabody	Stiles	Recycling Analyst	City of Alexandria	Org Coll
	Kevin		Fry		Regional Sales Manner Commercial	Gehrlicher Solar America Corp.	org Coll
	Maria	T.	Broadbent	Maria	Environmental Program Coordinator	City of Annapolis	org Coll
	Justin		Williams		Director, Office of Waste Permitting & Compliance	Virginia DEQ	org Coll
	Stephen	Thomas	Lezinski	Steve	Engineer III	Montgomery County	org Coll
Mrs.	Lowry		Phelps	Lowry	Recycling/Litter Control Superintendent	Charles County	Recycling
	Brian		Vogel	Brian	Recycling Supervisor	Charles County	Recycling
Mr.	Terrelle		Bumey		Groundskeeper/Recycling Supervisor	University of Maryland, Baltimore County	Recycling
Mr.	Frank		Denbowski	Frank	Solid Waste/Recycling Division Manager	City of Reading	Recycling
	Kaye		Johnson	Kaye		Plainfield Municipal Utilities Authority	recycling
	Sandra		Mazo-Nix	Sandra	Project Professional	SCS Engineers	recycling
	Michael		Neafsey	Michael	Landfill Supervisor	AA	transfer station
Dr.	Timothy		Ford	Timothy	Chief Project Manager	Maryland Environmental Service	wte wkshp
	R. Edward		Gordon	Edward	Board of Directors	Lancaster County SW Mgt Authority	wte wkshp
	Linda	R.	Boone	Linda	Branch Chief Planning/Resource Recovery	Fairfax County	wte wkshp
	Steve		Crosby	Steve	Interim Director	Stafford County R-Board	wte wkshp
	James		Patteson		Director of Public Works	Fairfax County Dept. of Public Works	wte wkshp
	Elizabeth		Rice		Consultant II	Gershman, Brickner & Bratton, inc. (GBB)	wte wkshp

Mid-Atlantic Chapter of SWANA Meeting 11/15/2012

Tim Ford, Membership Chair
Membership Report

A. Active Member Roster- 267 total members, 12 suspended

Member breakdown by Type-

Public Sector- 176

Private Sector - 56

Small Business Individual- 21,

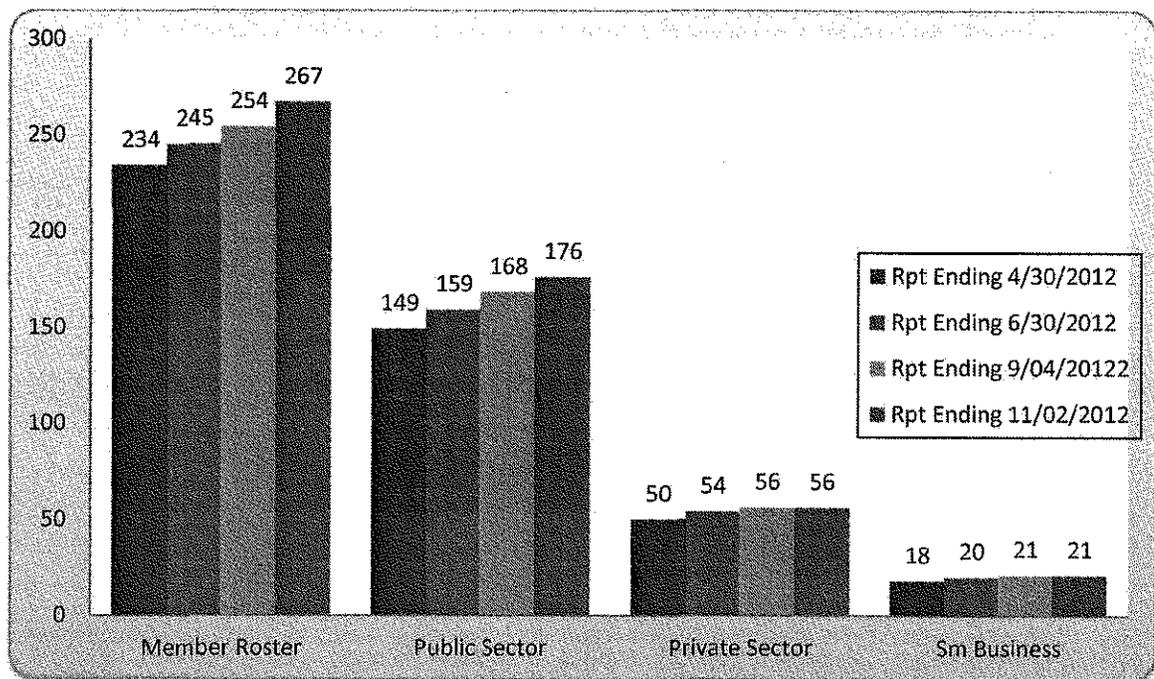
Retired- 4

Student - 6

Life - 4

New Members YTD-44

Table 1 Membership Trend by Type



B. New members since last report

- a) Mr. James Harkins, MES
- b) Mr. Herbert Schoenberg, Affordable Refuse
- c) Mr. Richard Smith, DC-DPW
- d) Ms. Jaisa Gooden-DC-DPW
- e) Ms. Heather Hrycyshyn, DC-DPW
- f) Mr. Brian Flores, DC-DPW.
- g) Ms. Lia Totty, DC-DPW
- h) Ms. Marilyn Rybak, Prince Georges Co.
- i) Ms. Tiffany McBee, Prince Georges Co
- j) Mr. Marshall Monteith, MES
- k) Mr. Nick Zurkan, St. Mary's County
- l) Mr. John Foley, Presidential Bank
- m) Mr. Thomas Sheehan, NGV America
- n) Mr. Kaleb Jones, Eagle Recycling L.L.C

C. Members that were suspended since last report

- a) Mr. Peter Mitchell, DC-DPW
- b) Ms. Verna Clayborne-Lee, DC-DPW
- c) Mr. Steve Pearson, Charles County
- d) Mr. Richard Tarr, Saint Mary's County
- e) Mr. Shaun Merrell, Big Red Dumpster
- f) Ms. Stefanie Brackmann, Inter-American Development Bank
- g) Mr. Sam Davis, EA Engineering
- h) Ms Laura Jo Oakes, EA Engineering
- i) Mr. Joe Kosciuszko, DSWA
- j) Mr. John Lechner, DSWA
- k) Mr. David Hines, DSWA
- l) Mr. Tom Heck, DSWA

D. Members dropped since last report

- a) Mr. Mohamud Ahmed Saleh, Bureau of Engraving
- b) Ms. Vanessa Chappell-Lee, PhD, Prince Georges County
- c) Ms. Amy McNamara

E. Members reinstated since last report

Since the last report we have a net pickup of 13 members. The Chapter picked up 8 new members from the public sector and 3 are from the private sector.

According to Estela Martinez:

- SWANA does track recruitment from a national membership drive on the Member Roster but Estela will request that this be added on future reports
- Estela will start to copy me on marketing ideas from other chapters
- New membership initiatives will be focused and targeted messages
- Membership Referral initiative.

Legislative Update

California Biogas Laws

1. AB 1900
 - Repeals Hayden Amendment which prohibited introduction of LFG into common carrier gas pipelines; such introduction will now be allowed if the gas meets California Public Utilities Commission (CPUC) standards
 - LFG from hazardous waste landfills is still prohibited from pipelines
 - Promulgates regulations that identify constituents of concern in biogas, and provides direction for monitoring, testing, reporting, and record-keeping.
2. AB 2196
 - Defines “renewable electrical generation facility”, and includes specific rules for biogas/biomethane
 - Defines biomethane
 - Outlines how Renewable portfolio Standards (RPS) credits will be distributed

Stationary Combustion Turbine Rule

- Comment period extended 60 days

<http://www.regulations.gov/#!documentDetail;D=EPA-HQ-OAR-2004-0490-0327>

Renewable Energy Tax Credits

- Senate Bill 3521 Family and Business Tax Cut Certainty Act of 2012
- Letter sent requesting extension of Production Tax Credit (PTC) for wind energy

Renewable Identification Number (RIN) Fraud

E-waste

- Letter sent from the Cabinet-level U.S. Trade Representative (Ambassador Ron Kirk) to the U.S. International Trade Commission requesting an evaluation of international markets for used electronic goods.
- Response expected from US ITC in February, 2013
- Likely will be used in conjunction with the National Strategy For Electronics Stewardship

<http://www.epa.gov/epawaste/conserva/materials/ecycling/taskforce/docs/strategy.pdf>

Mid-Atlantic Chapter of SWANA

Board of Directors Meeting
Howard County Government

Gateway Building
6751 Columbia Gateway Drive, Rm. 303
Columbia, Maryland 21046

11.15.12 10:00 AM

Name	Organization	E-mail	Phone
Andrew Kays	NAMWA	akays@nmwch.org	410.333.2734
Mark Gubala	EA	mg2@east.com	410-329-5135
Metul Trivedi	FCC	metultrivedi@frederickcountymd.gov	301-600-3043
Steve Lozinski	Mont. Co.	steve.lozinski@montgomerycountymd.gov	240-777-6590
Steve Lipp	Repub. Services	s.lipp@cenon.net	410-296-9150
John Nayman	Repub. Services	j.nayman@republicservices.com	302-720-5967
Kayman Wilson	Calvert County DFW	kwilson@ccgov.org	410-996-5265
Peter Dierick	Calvert County	pdierick@ccgov.org	410 996 6275

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Mid-Atlantic Chapter of SWANA

Discussion

Howard County Government

Gateway Building

6751 Columbia Gateway Drive, Rm. 303

Columbia, Maryland 21046

11.15.12 10:00 AM

Name	Organization	E-mail	Phone
Dana Murray	SCS	dmurray@scsengineers.com	703 471 6150
Jon Meyers	ARM Group	jmeyers@armgroup.net	410 240-7775
Tom Hilton	Harford County	thilton@harfordcountymd.gov	410-639-3513
Niri Blackwell	Howard County	nblackwell@howardcountymd.gov	410-313-6418
Eric Burdine	Ch Carroll County	eburdine@ccg-carroll.org	410-386-2035
Dennis Fleming	Ch Carroll County	FlemingD@carrollcountymd.gov	301 932 3440
CHANDRA CHITRALU	AA County	PWC.HIT@aa.org	410 222 6108
Cynthia Browers	Howard County	cbrowers@howardcountymd.gov	410/313-6447

Edward Gentler M.D.E.

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egentler@mdg.state.md.us
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410-537-3651

General Sign-In

Mid-Atlantic Chapter of SWANA

Discussion

Howard County Government

Gateway Building

6751 Columbia Gateway Drive, Rm. 303

Columbia, Maryland 21046

11.15.12 12:00PM

Name	Organization	E-mail	Phone
Jeff Dannis	Howard Co	jdannis@howardcountymd.gov	410-313-6419
JASON BAER	MES	JBAER@MENV.COM	410-729-8322
Jennifer Ridget	Geosyntec	jridget@geosyntec.com	410-581-4333
Wade Tyner	Geosyntec	wtyner@geosyntec.com	410-381-4333
Paul Hlavinka	MDE	phlavinka@mde.md.state.us	410-537-3631
Bill Stoier	Geosyntec	wstoier@geosyntec.com	410-381-4333

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MID-ATLANTIC CHAPTER
Howard County Government
Gateway Building
6751 Columbia Gateway Drive, Rm. 303
Columbia, Maryland 21046

Date: November 29, 2012
To: Board of Directors - SWANA Mid-Atlantic Chapter
From: Andrew Kays, Secretary
Re: November 15, 2012 Board of Directors Meeting Minutes

CALL TO ORDER

- Niti Blackwell, Chapter President, called the November 15, 2012 Mid-Atlantic Chapter Board of Directors (BOD) meeting to order at 10:05 AM at the Howard County Government Gateway Building in Columbia, MD.

INTRODUCTIONS

- The Board of Directors and other members present introduced themselves.
- A sign-in sheet was circulated for members to sign-in. An attendance list is included at the end of these minutes.

PRIOR MEETING MINUTES

- Minutes from the September 19, 2012 BOD meeting were presented and approved (Motion by Steve Lippy, 2nd by John Neyman).

OFFICER REPORTS AND DISCUSSION

- President's Report
 - Niti Blackwell participated in the Chapter Officer's Call on October 16, 2012 and reported the following information from the call:
 - The individual Chapters will now be responsible for insurance payments payable to National SWANA.
 - Annual Financial and progress forms are due soon (Mark Gutberlet has the forms and will complete).
 - There are new application forms.
 - There was a discussion of the breakdown of general membership [60% Public, 29% private with the remainder small business, retired and student].
 - SWANA National has a membership goal of 8,905 [currently 8,106].
 - The next call is on January 23, 2013.
 - Niti will coordinate with Carrie Pendleton to form an audit committee.



MID-ATLANTIC CHAPTER
Board of Directors Meeting
Meeting Minutes

- Treasurer's Report
 - Carrie Pendleton was not present; however she will have the budget summary for the January 2013 meeting. There were no changes from the last report other than noting the receipt of a check from SWANA for the Chapter's efforts at WASTECON (in the amount of \$7,289.22).
- Secretary's Report
 - Andrew Kays had no report. Past Secretary Mark Gutberlet noted that he will complete the 2012 Annual Report.
- Chapter Director's Report
 - Dana Murray handed out the revised organization chart for SWANA National. Mary Beth Wojtaszek is now the Deputy Executive Director for SWANA but is maintaining her responsibilities for planning WASTECON.
 - The International Board (IB) will hold a planning committee conference call in December 2012. Region 4 will have a call in December 2012 as well. These meetings are to provide input for the Executive Committee Winter Meeting in 2013. There will be a follow-up call in March 2013.

COMMITTEE REPORTS AND DISCUSSION

- Programs
 - MRN-SWANA (June 20-21, 2013) Tom Hilton and John Neyman reported on the planning for the combined conference. There will be a call on November 16, 2012.
 - Tom is coordinating with Dr. Walter Maestri (disaster planning consultant) to be a keynote speaker at the conference. The BOD discussed possible remuneration for Mr. Maestri for providing a keynote address and participating on a panel during one of the sessions.
 - The BOD approved (Motion by D. Murray, 2nd by S. Lippy) for the expenditure of \$1,000 in compensation for costs associated with speaking at the conference for Mr. Maestri. This motion was modified as noted below:
 - The BOD approved (Motion by P. Bieniek, 2nd by M. Gutberlet) the Programs Committee to negotiate up to \$1,000 in compensation for costs associated with speaking at the conference.
 - The BOD also discussed the following potential topics for the conference:
 - Operations impacts of tropical storms (loss of power, air space consumption and challenges with certain C&D materials);
 - Possible round table/open panel discussion of disaster responses (after action discussion);



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Board of Directors Meeting
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- Effect on landfill operations during law enforcement led searches for bodies in landfills.
- RODEO
 - MES is investigating option of hosting the RODEO again as Delaware is not interested in hosting this year. A decision by the committee in regards to the location of the event needs to be made in the next few weeks.
 - Steve Lippy will assist Chuck Ingram of MES on the committee.
- Training
 - Chapter led Training Courses
 - The BOD discussed hosting two training courses in 2013. The discussion included a review of the WASTECON participant training summary. The Chapter will host the Transfer Station Certification class in March of 2013. The lecture will be held at the DUSWM offices in Frederick County with a tour of the transfer station at Reichs Ford Road Landfill. Don Birnesser of KCI will teach the course. Fees will be \$325 per student plus \$100 for the exam. Pete Bieniek suggested adding a second instructor for the course.
 - The BOD discussed a second course (likely Manager of Landfill Operations) to be held in the fall of 2013. The HEAT Center was suggested as a location.
- Membership
 - Tim Ford distributed a membership report (attached).
 - There was a net increase of thirteen members since the last report and a total of forty-four new members in the Chapter for the year to date.
 - Tim noted that SWANA National does not track the source (e.g., existing member referral, Chapter recruiting or SWANA marketing) of the new members.
 - The BOD also discussed an initiative for referrals and placing Chapter related materials in an exhibitor's booth at the MRN Conference.
- Scholarship
 - Mehal Trivedi reported that the application forms are on the Chapter website. Applications are due May 1.
 - Mehal is verifying that OPS will still be sponsoring the \$2,000 Kevin Stearman Memorial Scholarship.
 - It is likely that the Chapter can hold the awards ceremony during lunch at the MRN-SWANA Conference.
- Budget
 - Carrie Pendleton was not present.



MID-ATLANTIC CHAPTER
Board of Directors Meeting
Meeting Minutes

■ **Legislative Liaison**

- Jonathan Myers reported on several biogas laws in California.
- The comment period for the Stationary Combustion Turbine Rule has been extended by 60 days. [<http://www.regulations.gov/#!documentDetail;D=EPA-HQ-OAR-2004-0490-0327>]. This Rule may affect Landfill Gas to Energy projects.
- The BOD discussed Renewable Energy Tax Credits, Renewable Identification Number [RIN] Fraud and a recent letter to the International Trade Commission regarding the status of international E-waste market.

■ **Technical Division Liaison**

- Pete Bieniek will continue to forward emails with Technical Division information.

■ **Newsletter**

- Steve Lezinski noted that the next edition of the newsletter will be issued in January. Submission dates and details will follow.
- Discussion of having an issue with the biographies of the BOD; Directors to send information to Steve.
- Steve and Tim Ford will discuss the new membership initiative for a future article.

OLD BUSINESS

- **Upcoming Board Meeting Dates and Locations** – Niti Blackwell requested ideas for future Board meetings. The BOD discussed options and agreed to the following meetings:
- Thursday, January 17, 2013 – MES Headquarters in Anne Arundel County, MD (Disaster Debris) **BOD or members to send topics to Peter Bieniek by mid-December, 2012.
 - Thursday, March 21, 2013 –Howard County, MD (Alpha Ridge Landfill Composting Tour?)
 - Thursday, May 16, 2011 –Cecil County, MD(E&S pretreatment tour)

NEW BUSINESS

- Bylaws changes are due by January;
- Carrie Pendleton is investigating Professional Development Hours compatibility with SWANA CEUs. Steve Lippy to assist.
- Chapter Committees – The BOD discussed participation in the following committees: 3



MID-ATLANTIC CHAPTER
Board of Directors Meeting
Meeting Minutes

- By-Laws Committee [Andrew Kays, Steve Lippy, Niti Blackwell];
 - Training Committee [Peter Bienick, Niti Blackwell and Brent Diehlman];
 - Program Committee [Tom Hilton, John Neyman, Robin Roddy];
 - Audit Committee [Carrie Pendleton, Mark Gutberlet].
- Tom Hilton introduced Mr. Timothy Whittie who is the new Director of Public Works for Harford County.

ADJOURN

The BOD meeting adjourned at 12:07 PM.

The next meeting will be Thursday, January 17th, 2013 at the MES headquarters in Anne Arundel County.

Andrew Kays, Secretary



**MID-ATLANTIC CHAPTER
Board of Directors Meeting
Meeting Minutes**

Attendance List – November 15, 2012 BOD Meeting

<i>Name</i>	<i>Affiliation</i>	<i>Phone #</i>	<i>E-Mail</i>	<i>Role</i>	<i>Present</i>
Board of Directors					
Niti Blackwell	Howard County	(410) 313-6418	nblackwell@howardcountymd.gov	President	Yes
Robin Roddy	Delaware Solid Waste Authority	(302) 764-5385	rmr@dswa.com	Past President	Yes
Mark Gutberlet	EA Engineering	(410) 771-4950	mgutberlet@eaest.com	Vice President	Yes
Carrie Pendleton	Geosyntec Consultants	(410) 707-3655	cpendleton@geosyntec.com	Treasurer	No
Dana Murray	SCS Engineers, Inc.	(703) 471-6150	dmurray@scsengineers.com	Chapter Director	Yes
Mehal Trivedi	Frederick County, MD	(301) 600-3043	mtrivedi@fredco-md.net	Director, Alt. Chapter Director	Yes
Andrew Kays	NMWDA	(410) 333-2730	akays@nmwda.org	Secretary	Yes
Peter Bieniek	Cecil County		pbieniek@ccgov.org	Director	Yes
Hallie Clemm	DC DPW	(202) 645-4301	Hallie.clemm@dc.gov	Director	No
Stephen Lezinski	Montgomery County, MD	(301) 926-1283	steve.lezinski@montgomerycountymd.gov	Director	Yes
Steve Lippy	Baltimore County, MD	(410) 887-2009	slippy@baltimorecountymd.gov	Director	Yes
Jonathon Myers	ARM Group	(410) 327-1070	jmartin@synteccorp.com	Director	Yes
John Neyman	Allied Waste Services	(302) 658-4097	jneyman@republicservices.com	Director	Yes
Tim Ford	Maryland Environmental Service	(410) 729-8371	stomc@menv.com	Director	Yes

Other Attendees:

Timothy Whittie, Harford County
Eric Burdine, Carroll County
Kordell Wilen, Cecil County

Clemm, Hallie (DPW)

From: Shirl Wright [SWright@nmwda.org]
Sent: Wednesday, January 02, 2013 3:18 PM
To: Shirl Wright
Subject: Earn 3 CEUs for Attending Roundtable Discussion at Mid-Atlantic Chapter Board Meeting - January 17

Good Afternoon,

As a follow-up to my earlier email regarding the next Chapter Board meeting, SWANA has allocated 3 CEUs for members who attend the Debris Management Emergency Preparedness Round Table Discussion, which will begin at 1 p.m., following the Board meeting and lunch.

Thanks, Shirl

Shirley A. Wright
Administrative Assistant/Network Administrator
Northeast Maryland Waste Disposal Authority
100 South Charles Street, Tower II - Suite 402
Baltimore, MD 21201-2705
T - (410) 333-2730 * F - (410) 333-2721
E-mail: swright@nmwda.org
www.nmwda.org * www.mdrecycles.org

Clemm, Hallie (DPW)

From: Shirl Wright [SWright@nmwda.org]
Sent: Wednesday, January 02, 2013 10:52 AM
To: Shirl Wright
Subject: Mid-Atlantic Chapter Board Meeting - January 17, 2013
Attachments: SWANA Board Meeting Flyer 1-17-13.doc

Good Morning,

The next Mid-Atlantic Chapter SWANA Board meeting will be held on January 17, 2013 at Maryland Environmental Service in Millersville, Maryland. Following the meeting and lunch, a debris management emergency preparedness round table discussion is planned.

If you are interested in attending, please complete the attached registration by January 15 and e-mail to nblackwell@howardocuntymd.gov.

Thanks, Shirl

Shirley A. Wright
Administrative Assistant/Network Administrator
Northeast Maryland Waste Disposal Authority
100 South Charles Street, Tower II - Suite 402
Baltimore, MD 21201-2705
T - (410) 333-2730 * F - (410) 333-2721
E-mail: swright@nmwda.org
www.nmwda.org * www.mdrecycles.org

**MID-ATLANTIC CHAPTER SWANA
Chapter Board Meeting**

January 17, 2013

at

**Maryland Environmental Service
259 Najoles Road
Millersville, MD 21108**

AGENDA

- 10:00 a.m. – 12 p.m. Chapter Board Meeting
12:00 p.m. – 1:00 p.m. Lunch
1:00 p.m. – 3:00 p.m. Debris Management Emergency Preparedness Round Table Discussion

Mid-Atlantic Chapter of SWANA – Chapter Board Meeting

**Thursday, January 17, 2013 at
Maryland Environmental Service**

REGISTRATION FORM

(Please return by January 15, 2013)

- _____ - I plan to attend the Board Meeting and Lunch (\$10 per person for lunch)
_____ - I plan to attend the Board Meeting only
_____ - I plan to attend the Board Meeting, Lunch and Presentation (\$10 per person for lunch)
_____ - I plan to attend Lunch and the Presentation (\$10 per person for lunch)
_____ - I plan to attend the Presentation only

Name: _____
Affiliation: _____
Address: _____
Telephone: _____ Fax: _____
E-mail: _____

Please e-mail: nblackwell@howardcountymd.gov or fax: 410-313-6490 your registration form to Niti Blackwell no later than January 15, 2013. If you have a question, please call Niti at 410-313-6418.

Davis, Christine (DPW)

From: Andrew Kays <akays@nmwda.org>
Sent: Thursday, January 10, 2013 9:04 AM
To: Clemm, Hallie (DPW)
Subject: RE: Mid-Atlantic SWANA Board of Directors 11.15.12 Meeting Minutes
Attachments: NOTICE OF COMBINED PUBLIC HEARINGS- Frederick WTE final.doc

Categories: Green Category

Good morning. There hearing is at Tuscarora High School. Attached is the flyer that was sent to various elected officials and nearby homeowners.

Andrew

From: Clemm, Hallie (DPW) [<mailto:hallie.clemm@dc.gov>]
Sent: Thursday, January 10, 2013 8:58 AM
To: Andrew Kays
Subject: RE: Mid-Atlantic SWANA Board of Directors 11.15.12 Meeting Minutes

Good morning Andrew....I understand that there is a permit hearing on 1/30 at Ballenger Creek Elementary School for the proposed Frederick WTE facility. Would you please let me know if this information is accurate and send me the details. I think I want to come to observe.

Please advise and thank you.

Support the DC One Fund Campaign, Each One Give One.

Learn more at www.dconefund.org or www.onefund.dc.gov. One City, Working Together!

From: Andrew Kays [<mailto:AKays@nmwda.org>]
Sent: Thursday, January 10, 2013 8:42 AM
To: Andrew Kays; hilton, tom; Blackwell, Niti; dmurray@scsengineers.com; Gutberlet, Mark; Clemm, Hallie (DPW); jmeyers@armgroup.net; jneyman@republicservices.com; mtrivedi@fredco-md.net; PBieniek@ccgov.org; Pendleton, Carrie; rnr@dswa.com; Steve Lippy; Steve.Lezinski@montgomerycountymd.gov; tford@menv.com
Subject: RE: Mid-Atlantic SWANA Board of Directors 11.15.12 Meeting Minutes

All,

Good morning and Happy New Year to you all. Attached please find the revised minutes reflecting Steve Lippy's comments. I will bring hardcopy of the clean minutes to the meeting next week.

Best regards,

Andrew

From: Andrew Kays
Sent: Friday, November 30, 2012 2:20 PM
To: hilton, tom; 'Blackwell, Niti'; dmurray@scsengineers.com; Gutberlet, Mark; hallie.clemm@dc.gov; jmeyers@armgroup.net; jneyman@republicservices.com; mtrivedi@fredco-md.net; PBieniek@ccgov.org; Pendleton,

Carrie; rnr@dswa.com; Steve Lippy; Steve.Lezinski@montgomerycountymd.gov; tford@menv.com

Subject: Mid-Atlantic SWANA Board of Directors 11.15.12 Meeting Minutes

Good afternoon,

Please find the draft minutes and related handouts from the 11.15.12 Board of Directors Meeting. Please supply comment or correction to me at your earliest convenience.

A quick reminder: We are to forward ideas for a disaster debris "after action" round table to Pete Bieniek to use in the January meeting. Topics are tentatively due the middle of December.

Best regards,

Andrew

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Andrew Kays
Northeast Maryland Waste Disposal Authority
Tower II, Suite 402
100 S. Charles Street
Baltimore, MD 21201-2705
410.333.2730

www.nmwda.org www.mdrecycles.org

**MARYLAND DEPARTMENT OF THE ENVIRONMENT
AIR AND RADIATION MANAGEMENT ADMINISTRATION
LAND MANAGEMENT ADMINISTRATION
WATER MANAGEMENT ADMINISTRATION**

**NOTICE OF TENTATIVE DETERMINATIONS, PUBLIC HEARINGS, AND THE
OPPORTUNITY TO SUBMIT WRITTEN COMMENTS**

The Maryland Department of the Environment's (MDE) Air and Radiation Management Administration, Land Management Administration, and Water Management Administration will conduct joint public hearings on applications submitted by the Northeast Maryland Waste Disposal Authority for the construction and operation of the Frederick/Carroll County Waste-To-Energy Facility at 4549 Metropolitan Ct., McKinney Industrial Park, Frederick, Frederick County, MD 21701. The schedule for the public hearings is listed below followed by brief descriptions of the activities being regulated by each Administration.

Date: January 30, 2013 (Snow Date: February 6, 2013)
Time: 6:00 P.M.
Location: Tuscarora High School Auditorium
5312 Ballenger Creek Pike, Frederick, Maryland 21703

The hearing will begin promptly at 6:00 P.M. Attendees wishing to speak at the hearing should sign up at the registration table. An interpreter for deaf and hearing-impaired persons will be provided if a request is made for such service at least five (5) days prior to the hearing.

General information may be obtained by calling Shannon Heafey at (410) 537-3557.
Information regarding a specific administration can be obtained by calling the following:
Air and Radiation Management Administration- Shannon Heafey (410) 537-3557;
Land Management Administration- Kaveh Hosseinzadeh (410) 537-3315;
Water Management Administration- Michael Richardson (410) 537-3323.

Copies of each Administration's tentative determinations, subject applications, and other supporting documents are available for public inspection during normal business hours at:

C. Burr Artz Public Library
110 East Patrick Street
Frederick, MD 21701
(301) 600-1630

Members of the public may also contact MDE at the phone numbers listed above to schedule an appointment to review the subject documents at:

Maryland Department of the Environment
1800 Washington Boulevard
Baltimore, Maryland 21230

Copies of documents may be procured at MDE at a cost of \$0.36 per page.

MDE's regulations provide 30 days for public comment. Nonetheless, due to the interest generated by these applications, the Department will extend the public comment period by 60 days pursuant to Maryland Code, § 1-606(d)(ii) of the Environment Article. Accordingly, the deadline to submit comments is March 20, 2013.

Written comments may be mailed to MDE, at the address listed above. Written comments pertaining to the Permits-to-Construct, Non-Attainment New Source Review (NA-NSR) Approval, and Prevention of Significant Deterioration (PSD) Approval Applications may be submitted to Shannon Heafey, Public Communications Coordinator, Air and Radiation Management Administration. Written comments on the Refuse Disposal Permit Application may be submitted to Horacio Tablada, Director of Land Management Administration, Suite 605, at MDE's office. Written comments on the NPDES Permit Application may be submitted to Michael Richardson, Chief, Industrial and General Permits Division, Water Management Administration or via e-mail at MRichardson@mde.state.md.us.

MDE, Air and Radiation Management Administration

The Air and Radiation Management Administration (ARMA) of the Maryland Department of the Environment is considering applications for Permits-to-Construct, Non-Attainment New Source Review (NA-NSR) Approval, and Prevention of Significant Deterioration (PSD) Approval submitted by Northeast Maryland Waste Disposal Authority (NMWDA) for the construction of a 1,500 ton per day waste to energy project known as the Frederick/Carroll County Renewable Waste to Energy Facility (FCCRWTE). The project will consist of two 750 ton per day mass burn municipal waste combustors, each equipped with a spray dryer absorber for acid gas and dioxin/furan control; high efficiency fabric filter baghouse for particulate control; selective catalytic reduction for nitrogen oxide control; and other ancillary equipment such as reagent storage silos, ash surge bins, cooling tower and emergency diesel generator. The project will be located on an 11-acre site in the McKinney Industrial Park (near the intersection of English Muffin Way and Buckeystown Pike) in Frederick County, Maryland.

The projected emissions from this project will not interfere with attainment or maintenance of relevant air quality standards and will not consume the increment set to prevent significant deterioration of air quality. Additionally, the NMWDA is required under the NA-NSR program to obtain emission offsets of nitrogen oxides at a ratio of 1.3:1 prior to commencing construction of the project. FCCRWTE has potential NO_x emissions of 229.8 tons per year; therefore, NO_x emission reduction credits in the amount of 298.7 tons will be required.

ARMA is satisfied that the proposed project, if constructed and operated in accordance with the draft PSD, NSR, and Permit to Construct Conditions, will not cause or contribute to any violations of the National Ambient Air Quality Standards and will meet all applicable federal and state regulatory requirements, including emission limitations. Comprehensive air dispersion modeling of maximum allowable air emissions from the project shows that there will be no significant consumption of applicable Class I or Class II air quality increments for particulates, nitrogen oxides or sulfur dioxide.

ARMA has made tentative determinations that the Permits-to-Construct, the PSD Approval, and the NA-NSR Approval can be issued. A final determination on issuance of the permits and approvals will only be made after the review of all pertinent information presented at the public hearing and written comments received by ARMA. Copies of ARMA's tentative determinations, the applications, the draft PSD Approval, the draft NA-NSR Approval, and the draft permits to construct with conditions, and other supporting documents are available for public inspection by asking for Docket # 22-11 at the locations listed above during normal business hours.

MDE, Land Management Administration

In accordance with Sections 1-601, 1-602, 1-604, and 9-209 of the Environment Article, Annotated Code of Maryland, the Land Management Administration of the Maryland Department of the

Environment (LMA) has made a Tentative Determination to approve a Refuse Disposal Permit Application submitted by the Northeast Maryland Waste Disposal Authority for the construction and operation of the Frederick/Carroll County Renewable Waste-To-Energy Facility. This incinerator, a non-hazardous solid waste acceptance facility, will accept residential, commercial, industrial, and institutional waste, litter, bulky waste, sewage sludge, and scrap tires. A Public Informational Meeting concerning this application was previously held on July 21, 2011 at the Ballenger Creek Elementary School.

MDE, Water Management Administration

Northeast Maryland Waste Disposal Authority, 100 South Charles St., Tower II, Ste. 402, Baltimore, MD 21201, submitted an application for a permit to discharge an average of 400,000 gallons per day of cooling tower blowdown from a proposed waste-to-energy facility located at 4549 Metropolitan Ct., McKinney Industrial Park, Frederick, Frederick County, MD 21701 to the Potomac R. (Use I-P) and variable volumes of storm water to the Monocacy R. (Use I-P).

On July 13, 2012 the Department proposed to issue the permit, State Discharge Permit 11-DP-3749, NDPES Permit MD0071226, with limits on total residual chlorine (<0.1 mg/l), temperature (90°F maximum), pH (range of 6.0 to 9.0), total suspended solids (30 mg/l average, 45 mg/l maximum), net total nitrogen load (zero pounds), and net total phosphorus (zero pounds) and monitoring without limits for mercury, copper, and zinc. The permit shall include requirements for biomonitoring, a storm water pollution prevention plan, and for demonstrating that any new water conditioners are nontoxic. This permit will regulate the reuse of a currently authorized wastewater discharge and will result in a reduction of pollutants discharged to the Potomac River. A hearing was held on August 22, 2012. The hearing announced in this notice for the discharge permit is an extension of the hearing that was previously held in order to provide opportunity for further public comment.

In addition to the locations set forth above, documents associated with this tentative determination may be found at the Department's website at www.mde.state.md.us under "Notices and Alerts" (click the [More>](#) link).

Clemm, Hallie (DPW)

From: Shirl Wright [SWright@nmwda.org]
Sent: Thursday, February 14, 2013 11:22 AM
To: Shirl Wright
Subject: SWANA-s Managing Transfer Station Systems 3-Day Course (March 19-21)
Attachments: SWANA Managing Transfer Stations Systems Course Flyer 2013.pdf

Good Morning Chapter Members,

The SWANA Mid-Atlantic Chapter is offering **SWANA's Managing Transfer Station Systems, 3-Day Course**, March 19 – 21, 2013, with the certification exam on Friday, March 22, 2013, at the Frederick County Government Division of Fire Rescue Services in Frederick, Maryland. This is an affordable opportunity for SWANA members to earn or renew this certification. To obtain the best pricing, please register by March 1. Registrations should be sent to Carrie Pendleton. Carrie's contact information is noted on the bottom of the registration form.

Mr. Don Birnesser, P.E., SC, BCEE (KCI Technologies, Inc.) will be the lead instructor for the course. If you have any questions regarding this Transfer Station course, please contact Mr. Birnesser at 410-316-7858 or email at don.birnesser@kci.com.

If you are interested in sponsoring a lunch or break during the course, please contact Peter Bieniek at 410-996-6275 or email at pbieniek@ccgov.org.

Thanks, Shirl

Shirley A. Wright
Administrative Assistant/Network Administrator
Northeast Maryland Waste Disposal Authority
100 South Charles Street, Tower II - Suite 402
Baltimore, MD 21201-2705
T - (410) 333-2730 * F - (410) 333-2721
E-mail: swright@nmwda.org
www.nmwda.org * www.mdrecycles.org

Clemm, Hallie (DPW)

From: Shirl Wright [SWright@nmwda.org]
Sent: Thursday, February 14, 2013 11:58 AM
To: Shirl Wright
Subject: Regional SWANA Landfill & Truck Road-E-O - SAVE THE DATE (June 7, 2013)

Good Morning Chapter Members,

The Regional SWANA Landfill and Truck Road-E-O among the Mid-Atlantic, Pennsylvania and New Jersey Chapters, is scheduled for Friday, June 7, 2013. For the second year in a row, the Mid-Atlantic Chapter will host the Road-E-O at the Maryland Environmental Services (MES) Mid-Shore II Regional Solid Waste Facility in Ridgely, Maryland on the Eastern Shore. Additional details will be forthcoming, as well as posted on the Chapter website. This year's Road-E-O will be comparable to previous years in regard to structure and cost. Sponsorships will be available. The Chair will be Chuck Ingram of MES cingr@menv.com; assisting will be Steve Lippy s.lippy@verizon.net. Please contact Chuck and/or Steve to volunteer or if you have any questions.

Thanks, Shirl

Shirley A. Wright
Administrative Assistant/Network Administrator
Northeast Maryland Waste Disposal Authority
100 South Charles Street, Tower II - Suite 402
Baltimore, MD 21201-2705
T - (410) 333-2730 * F - (410) 333-2721
E-mail: swright@nmwda.org
www.nmwda.org * www.mdrecycles.org

Clemm, Hallie (DPW)

From: Shirl Wright [SWright@nmwda.org]
Sent: Wednesday, February 27, 2013 9:38 AM
To: Shirl Wright
Subject: SWANA Chapter Board Meeting - March 14, 2013 (Earn 3 CEU's)
Attachments: SWANA Chapter Board Meeting 3-14-13.doc; SWANA CEU Form for Chapter Mtg. & Tour 3-14-13.pdf

Good Morning,

The next Mid-Atlantic Chapter SWANA Board meeting will be held on Thursday, March 14, 2013 at the Howard County Alpha Ridge Landfill in Marriottsville, Maryland. Following the meeting and lunch, a Pilot Compost Facility Presentation and Tour will take place. If you attend the board meeting you can earn 1 CEU. If you attend the presentation/tour you can earn 2 CEU's. If you attend both the meeting and tour, you will earn a total of 3 CEU's.

The meeting registration form is attached, as well as the CEU form. Registration forms are due by March 8, 2013.

Thanks, Shirl

Shirley A. Wright
Administrative Assistant/Network Administrator
Northeast Maryland Waste Disposal Authority
100 South Charles Street, Tower II - Suite 402
Baltimore, MD 21201-2705
T - (410) 333-2730 * F - (410) 333-2721
E-mail: swright@nmwda.org
www.nmwda.org * www.mdrecycles.org

Clemm, Hallie (DPW)

From: Andrew Kays [akays@nmwda.org]
Sent: Thursday, March 07, 2013 3:32 PM
To: Lezinski, Steve; s.lippy@verizon.net; nblackwell@howardcountymd.gov; rmr@dswa.com; Gutberlet, Mark; cpendleton@geosyntec.com; dmurray@scsengineers.com; mtrivedi@frederickcountymd.gov; pbieniek@ccgov.org; Clemm, Hallie (DPW); jmeyers@armgroup.net; jneyman@republicservices.com; tford@menv.com; hilton, tom
Subject: DRAFT Meeting Minutes for 01.17.13
Attachments: 01.17.13 Meeting Attachments.pdf; 2013-01-17 SWANA BOD Minutes_DRAFT 02 27 13 (V2).doc

Good afternoon. Attached please find the draft minutes from the 01.17.13 meeting. Please send me comment or correction at your earliest convenience.

Best regards,

Andrew

The information in this email is confidential and may be legally privileged. It is intended solely for the addressee. Access to this email by anyone else is unauthorized. If you are not the intended recipient, any disclosure, copying, distribution or any action taken or omitted to be taken in reliance on it, is prohibited and may be unlawful. If you believe that you have received this email in error, please contact the sender.

Andrew Kays
Northeast Maryland Waste Disposal Authority
Tower II, Suite 402
100 S. Charles Street
Baltimore, MD 21201-2705
410.333.2730

www.nmwda.org www.mdrecycles.org



SWANA[®]

SOLID WASTE ASSOCIATION
of North America

MID-ATLANTIC CHAPTER
Maryland Environmental Service Headquarters
259 Najoles Road
Millersville, MD 21108

Date: March 7, 2013
To: Board of Directors - SWANA Mid-Atlantic Chapter
From: Andrew Kays, Secretary
Re: January 17, 2013 Board of Directors Meeting Minutes

CALL TO ORDER

- Niti Blackwell, Chapter President, called the January 17, 2013 Mid-Atlantic Chapter Board of Directors (BOD) meeting to order at 10:05 AM at the Maryland Environmental Service Headquarters in Millersville.

INTRODUCTIONS

- The Board of Directors and other members present introduced themselves.
- A sign-in sheet was circulated. An attendance list is included at the end of these minutes.

PRIOR MEETING MINUTES

- Minutes from the November 15, 2012 BOD meeting were presented and approved as amended (Motion by Pete Bieniek, 2nd by Tim Ford). [See Attached REDLINE reflecting the changes at the meeting. Attachment A]

OFFICER REPORTS AND DISCUSSION

- President's Report
 - Reported that Past Secretary Mark Gutberlet submitted the 2012 Annual Report to SWANA National on 01.16.13.
 - Robin Roddy will investigate the cost allocation of a member that has Life Member status as granted by National SWANA versus a Chapter nomination.
- Treasurer's Report (Attachment B)
 - The Revenue Statement starts with the new Fiscal Year and reflects net revenue for Wastecon of approximately \$13,000 (this money was initially retained by the Chapter from sponsorships as credit against what was owed to SWANA National). The Chapter may have to write a \$90 check to the partnering chapter as a result of a late sponsor check.
 - There are two Notes that mature in 2013; a decision needs to be made regarding these funds at a future Board meeting
 - Audit to be performed on January 22, 2013
 - The 2012 Year End Financial Statement was not presented at the meeting.
- Secretary's Report
 - No report



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■ Chapter Director's Report

The Executive Committee met in January (of 2013). Regarding the topic of expanding the allowable number of private sector participants on the Committee (through a change in the International By-laws), Dana noted that the regional votes were as follows:

- Option 1 (18 votes: increase number of private sector by one)
- Option 2 (13 votes: no limit on the number of private sector members)
- Option 3 (17 votes: no change from the current structure) *our region had the most number of votes for Option 1.

One option will be brought forward for a vote at the April meeting (likely Option 1). There will be another regional call in March.

- Also discussed at the meeting was the performance of the separate membership campaign. It is likely that a redesign of the campaign will take place due to lower than expected results. There is one more mailing scheduled for the current campaign. A vote for the redesign of the membership campaign may take place, which may have further cost implications.
- The April IB Meeting will be in Puerto Rico. Unlike in the past, SCS Engineers will not pay for Dana Murray's travel or board. The Board approved the motion to support Dana's travel expenses wherein the Chapter will purchase the airline ticket and reimburse Dana for lodging (Motion by Robin Roddy, 2nd by Carrie Pendleton).

COMMITTEE REPORTS AND DISCUSSION

■ Programs

- MRN-SWANA (June 20-21, 2013; Attachments C1 and C2) Tom Hilton and John Neyman reported on the planning for the combined conference. Next call is scheduled for February 8. Please see the attached handouts for reference [Attachment 2]
 - Tom confirmed Dr. Walter Maestri (disaster planning consultant) as a keynote speaker at the conference. Remuneration for Mr. Maestri for providing a keynote address and participating on a panel during one of the sessions is \$1,000. Tom to investigate when the reimbursement should be provided to Dr. Maestri.
 - Tom also discussed two open plenary sessions on the first day. One option would be to contact the Sayreville NJ Emergency Management (Barry Eck) to discuss the management of multiple factors during a recovery (e.g., rescue, fuel, evacuation, debris management, damage assessments, etc). Tom to inquire on Mr. Eck's availability. The second



MID-ATLANTIC CHAPTER
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option for the plenary session discussed was a panel discussion from local agencies on how to handle the debris from Hurricane Sandy and Irene.

- John Neyman discussed the need for a marketing plan:
 - Topics in the discussion included sending the notice to Board contacts, posting notice on the Chapter website, mentioning the conference on Chapter Officer calls and email blasts. In the case of the latter, MRN will send an email to past registrants.
- Action items from the discussion:
 - Niti will coordinate submittal of the event National SWANA for the calendar;
 - Tom Hilton will check on the costs for the awards luncheon (for the parents of awardees);
 - John Neyman will check with MRN to determine who covers the cost of certain advertising;
- The Board approved the motion to spend approximately \$300 [based upon the 2011 email blasts of approximately \$90 a piece] to send three email blasts to nearby SWANA chapters (through SWANA National). The Chapter will develop the content and use the conference program (motion by John Neyman and 2nd by Robin Roddy).
- There was a discussion about discounting the registration for SWANA members, perhaps with the use of a coupon.

○ RODEO

- MES will host the RODEO again this year at Mid-Shore II. Date is set for June 7, 2013. The dinner will be June 6, 2013. Old Salty's will cater the meal.
- Steve Lippy will assist Chuck Ingram of MES on the RODEO committee. Chuck welcomes any assistance with securing sponsors.
- A draft budget will be presented at the March Board meeting.
- The Northeast Maryland Waste Disposal Authority will provide a certain number of sponsored entries for Member jurisdictions.
- Don Birnesser will mention the event at the next Keystone Chapter meeting.
- Chuck and Steve Lippy may draft a Newsletter article.

■ Training

○ Chapter led Training Courses

- The Chapter will host the Transfer Station Certification class in March of 2013. The lecture will be held at Frederick County's Public Safety Training Center with a tour of the transfer station at Reichs Ford Road Landfill. Don Birnesser of KCI will teach the course. Fees will be \$325



MID-ATLANTIC CHAPTER
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per student plus \$100 for the exam. Those taking the exam only will pay \$150. SWANA National will provide a courtesy email blast for the training to Chapters in Virginia and Pennsylvania.

- The BOD approved the motion to reimburse the instructors for travel and lodging (motion by Dana Murray, 2nd by John Neyman). The reimbursement was estimated to be \$1,800 total; however the instructors are to submit an expense report when requesting funds.
- Don will be listed on the flyer as the contact for course related questions. Pete Bieniek will get menus from local food establishments (contacts by Mehal Trivedi) for potential meal sponsors. Carrie Pendleton will be the contact for the registrations and Mehal will be the contact for those with questions about lodging options.
- Mehal and Niti Blackwell will coordinate the execution and delivery of the documents required for the use of County facilities.
- Michael Tomaselli of SWANA National will proctor the exam.
- The partnering Chapter contract (with National SWANA) will be signed in mid-February. Don agreed to receive the training materials.
- Niti will complete the flyer and send to the Board for review.
- The discussion on the second training course (MOLO) was tabled until the March Board meeting.

■ **Membership**

- Tim Ford distributed a membership report (Attachment D1).
- Tim noted that the SWANA website was down and so there was no new data to report.
- Robin Roddy will verify the DSWA members.
- The BOD also discussed reviewing the recruitment guide for the next meeting (Attachment D2).

■ **Scholarship**

- Mehal Trivedi reported that the application forms are on the Chapter website. Applications are due May 1.
- Mehal confirmed that OPS will still be sponsoring the \$2,000 Kevin Stearman Memorial Scholarship.
- The Board will target a mid-June announcement of the winners for the scholarships with presentation of the award at the MRN-SWANA conference.
- Selection of awardees, including award amounts, should take place at the May Board Meeting.
- The Scholarship Committee will request an increase in the award budget should they receive more qualified applicants.



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■ **Budget**

- Carrie Pendleton has information on Professional Development Hours.
- Steve Lippy reported that SWANA (Michael Tomaselli) is reviewing the MD DLLR requirements to see if SWANA would have to register as a Professional Society.
- Dana Murray reported that on the last IB call SWANA noted that it would be willing to apply for certification.

■ **Legislative Liaison**

- Jonathan Myers did not have a report.
- Andrew Kays noted some of the activity in the Maryland General Legislature. Discussion included a compost related bill and some form of a zero landfill bill.
- Dana Murray noted that there was uncertainty regarding the Production Tax Credit for Landfill Gas to Energy and Waste to Energy under the current budget discussions.

■ **Technical Division Liaison**

- Pete Bieniek will continue to forward emails with Technical Division information.
- Tim Ford noted that the SWANA Facebook page was interesting. LINK: <https://www.facebook.com/MySWANA>

■ **Newsletter**

- No report, Steve Lezinski not present.

OLD BUSINESS

- Upcoming Board Meeting Dates and Locations – Niti Blackwell requested ideas for future Board meetings. The BOD discussed options and agreed to the following meetings:
 - March 14, 2013—Howard County Organics Recycling
 - Thursday, May 16, 2013 –Cecil County, Water Quality Improvements (or a presentation of the MS Excel based Master Plan for the County, with Geosyntec).

NEW BUSINESS

- Bylaws changes were handed out to the Board (redline and clean versions; combined in Attachment E) for review. There will be a vote at the March Board meeting.
- PDH see Budget above.
- Web-based seminars. Steve Lippy discussed the option of hosting an ASCE webinar after a Board meeting (for PDH/CEU). The Board agreed to discuss later in light of current expenditures.



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MID-ATLANTIC CHAPTER
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ADJOURN

The BOD meeting adjourned at 12:05 PM (Motion by Andrew Kays, 2nd by Pete Bieniek).

The next meeting will be Thursday, March 14th, 2013 at the Alpha Ridge Landfill in Howard County, MD.

Andrew Kays, Secretary



**MID-ATLANTIC CHAPTER
Board of Directors Meeting
Meeting Minutes**

Attendance List – January 17, 2013 BOD Meeting

<i>Name</i>	<i>Affiliation</i>	<i>Phone #</i>	<i>E-Mail</i>	<i>Role</i>	<i>Present</i>
Board of Directors					
Niti Blackwell	Howard County	(410) 313-6418	nblackwell@howardcountymd.gov	President	Yes
Robin Roddy	Delaware Solid Waste Authority	(302) 764-5385	rrmr@dswa.com	Past President	Yes
Mark Gutberlet	EA Engineering	(410) 771-4950	mgutberlet@eaest.com	Vice President	No
Carrie Pendleton	Geosyntec Consultants	(410) 381-4333	cpendleton@geosyntec.com	Treasurer	Yes
Dana Murray	SCS Engineers, Inc.	(703) 471-6150	dmurray@scsengineers.com	Chapter Director	Yes
Mehal Trivedi	Frederick County, MD	(301) 600-3043	mtrivedi@frederickcountymd.gov	Director, Alt. Chapter Director	Yes
Andrew Kays	NMWDA	(410) 333-2730	akays@nmwda.org	Secretary	Yes
Peter Bieniek	Cecil County	(410) 996-6275	pbieniek@ccgov.org	Director	Yes
Hallie Clemm	DC DPW	(202) 645-5141	Hallie.clemm@dc.gov	Director	Yes
Tom Hilton	Harford County, MD	(410) 638-3513	tchilton@harfordcountymd.gov	Director	Yes
Stephen Lezinski	Montgomery County, MD	(240) 777-6590	steve.lezinski@montgomerycountymd.gov	Director	No
Steve Lippy	Semi-retired	(410) 296-9150	s.lippy@verizon.net	Director	Yes
Jonathon Myers	ARM Group	(410) 290-7775	jmeyers@armgroup.net	Director	Yes
John Neyman	Allied Waste Services	(302) 658-4097	jneyman@republicservices.com	Director	Yes
Tim Ford	Maryland Environmental Service	(410) 729-8303	tford@menv.com	Director	Yes

Other Attendees:

Walt Davenport, MSW Consultants
 Cliff Engle, Washington County
 Don Birnesser, KCI Technologies Inc.
 Carl Schneider, DSWA
 Chris Weller, DWSA
 Jason Mynah, DWSA
 Edward Serp, KCI Technologies Inc.
 Ed Dexter, MD Department of the Environment
 Adolph Korosec, DSWA
 Jeff Schoenberger, Harford County
 Bob Ernst, Harford County

**MARYLAND DEPARTMENT OF THE ENVIRONMENT
AIR AND RADIATION MANAGEMENT ADMINISTRATION
LAND MANAGEMENT ADMINISTRATION
WATER MANAGEMENT ADMINISTRATION**

**NOTICE OF TENTATIVE DETERMINATIONS, PUBLIC HEARINGS, AND THE
OPPORTUNITY TO SUBMIT WRITTEN COMMENTS**

The Maryland Department of the Environment's (MDE) Air and Radiation Management Administration, Land Management Administration, and Water Management Administration will conduct joint public hearings on applications submitted by the Northeast Maryland Waste Disposal Authority for the construction and operation of the Frederick/Carroll County Waste-To-Energy Facility at 4549 Metropolitan Ct., McKinney Industrial Park, Frederick, Frederick County, MD 21701. The schedule for the public hearings is listed below followed by brief descriptions of the activities being regulated by each Administration.

Date: January 30, 2013 (Snow Date: February 6, 2013)
Time: 6:00 P.M.
Location: Tuscarora High School Auditorium
5312 Ballenger Creek Pike, Frederick, Maryland 21703

The hearing will begin promptly at 6:00 P.M. Attendees wishing to speak at the hearing should sign up at the registration table. An interpreter for deaf and hearing-impaired persons will be provided if a request is made for such service at least five (5) days prior to the hearing.

General information may be obtained by calling Shannon Heafey at (410) 537-3557.

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The projected emissions from this project will not interfere with attainment or maintenance of relevant air quality standards and will not consume the increment set to prevent significant deterioration of air quality. Additionally, the NMWDA is required under the NA-NSR program to obtain emission offsets of nitrogen oxides at a ratio of 1.3:1 prior to commencing construction of the project. FCCRWTE has potential NO_x emissions of 229.8 tons per year; therefore, NO_x emission reduction credits in the amount of 298.7 tons will be required.

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MDE, Land Management Administration

In accordance with Sections 1-601, 1-602, 1-604, and 9-209 of the Environment Article, Annotated Code of Maryland, the Land Management Administration of the Maryland Department of the

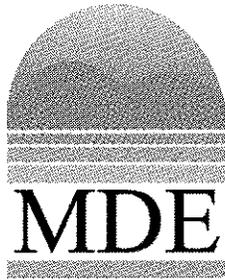
Environment (LMA) has made a Tentative Determination to approve a Refuse Disposal Permit Application submitted by the Northeast Maryland Waste Disposal Authority for the construction and operation of the Frederick/Carroll County Renewable Waste-To-Energy Facility. This incinerator, a non-hazardous solid waste acceptance facility, will accept residential, commercial, industrial, and institutional waste, litter, bulky waste, sewage sludge, and scrap tires. A Public Informational Meeting concerning this application was previously held on July 21, 2011 at the Ballenger Creek Elementary School.

MDE, Water Management Administration

Northeast Maryland Waste Disposal Authority, 100 South Charles St., Tower II, Ste. 402, Baltimore, MD 21201, submitted an application for a permit to discharge an average of 400,000 gallons per day of cooling tower blowdown from a proposed waste-to-energy facility located at 4549 Metropolitan Ct., McKinney Industrial Park, Frederick, Frederick County, MD 21701 to the Potomac R. (Use I-P) and variable volumes of storm water to the Monocacy R. (Use I-P).

On July 13, 2012 the Department proposed to issue the permit, State Discharge Permit 11-DP-3749, NDPES Permit MD0071226, with limits on total residual chlorine (<0.1 mg/l), temperature (90°F maximum), pH (range of 6.0 to 9.0), total suspended solids (30 mg/l average, 45 mg/l maximum), net total nitrogen load (zero pounds), and net total phosphorus (zero pounds) and monitoring without limits for mercury, copper, and zinc. The permit shall include requirements for biomonitoring, a storm water pollution prevention plan, and for demonstrating that any new water conditioners are nontoxic. This permit will regulate the reuse of a currently authorized wastewater discharge and will result in a reduction of pollutants discharged to the Potomac River. A hearing was held on August 22, 2012. The hearing announced in this notice for the discharge permit is an extension of the hearing that was previously held in order to provide opportunity for further public comment.

In addition to the locations set forth above, documents associated with this tentative determination may be found at the Department's website at www.mde.state.md.us under "Notices and Alerts" (click the More> link).



Maryland Department of the Environment

12-SW General Permit

**for Stormwater Discharges Associated With
Industrial Activity (Tentative Determination)**

**Overview for Solid Waste Association of North
America (SWANA)**





History of Stormwater Permit

- The **Clean Water Act** (CWA or the Act) establishes a comprehensive program
 - “to restore and maintain the chemical, physical, and biological integrity of the Nation’s waters.”
 - “also seeks to attain ‘water quality which provides for the protection and propagation of fish, shellfish and wildlife.’”
- The **Water Quality Act of 1987** (WQA) directed the EPA to develop a phased approach to regulate stormwater discharges under the NPDES permit program.
- EPA published a final regulation on November 16, 1990, establishing permit application requirements for “**stormwater discharges associated with industrial activity**”.
- EPA issues stormwater permits for many states, which is referred to as the Multi-Sector General Permit (MSGP).





Maryland's General Permit

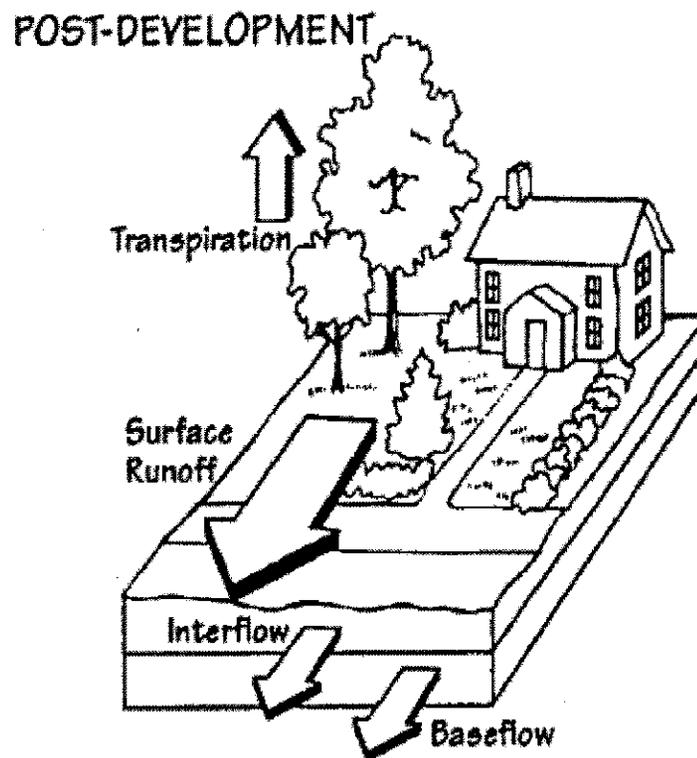
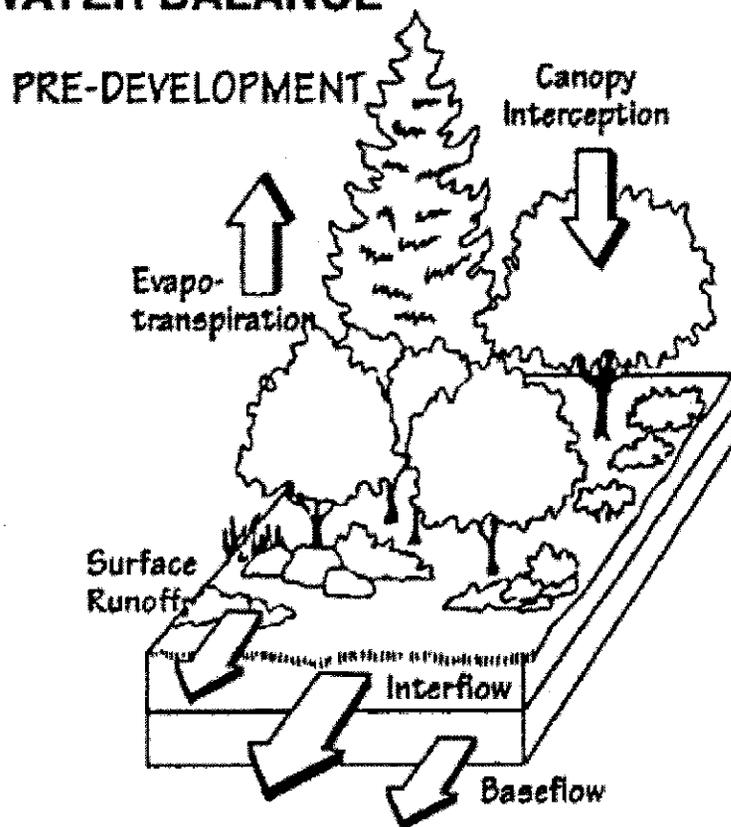
- Maryland is a delegated State and has authority to issue NPDES permits.
- **Maryland issued** our own permit for “stormwater discharges associated with industrial activity” in **1992**, to meet the CWA requirements.
- Permits **expire every 5 years** and must be re-issued.
- The General Permit 02-SW expired on November 30, 2007, but is **administratively extended**.
- This proposed 12-SW permit would replace the 02-SW, and is largely based on the MSGP.



What is the Big Deal?

Figure 1.1 Water Balance at a Developed and Undeveloped Site
(Source: Schueler, 1987)

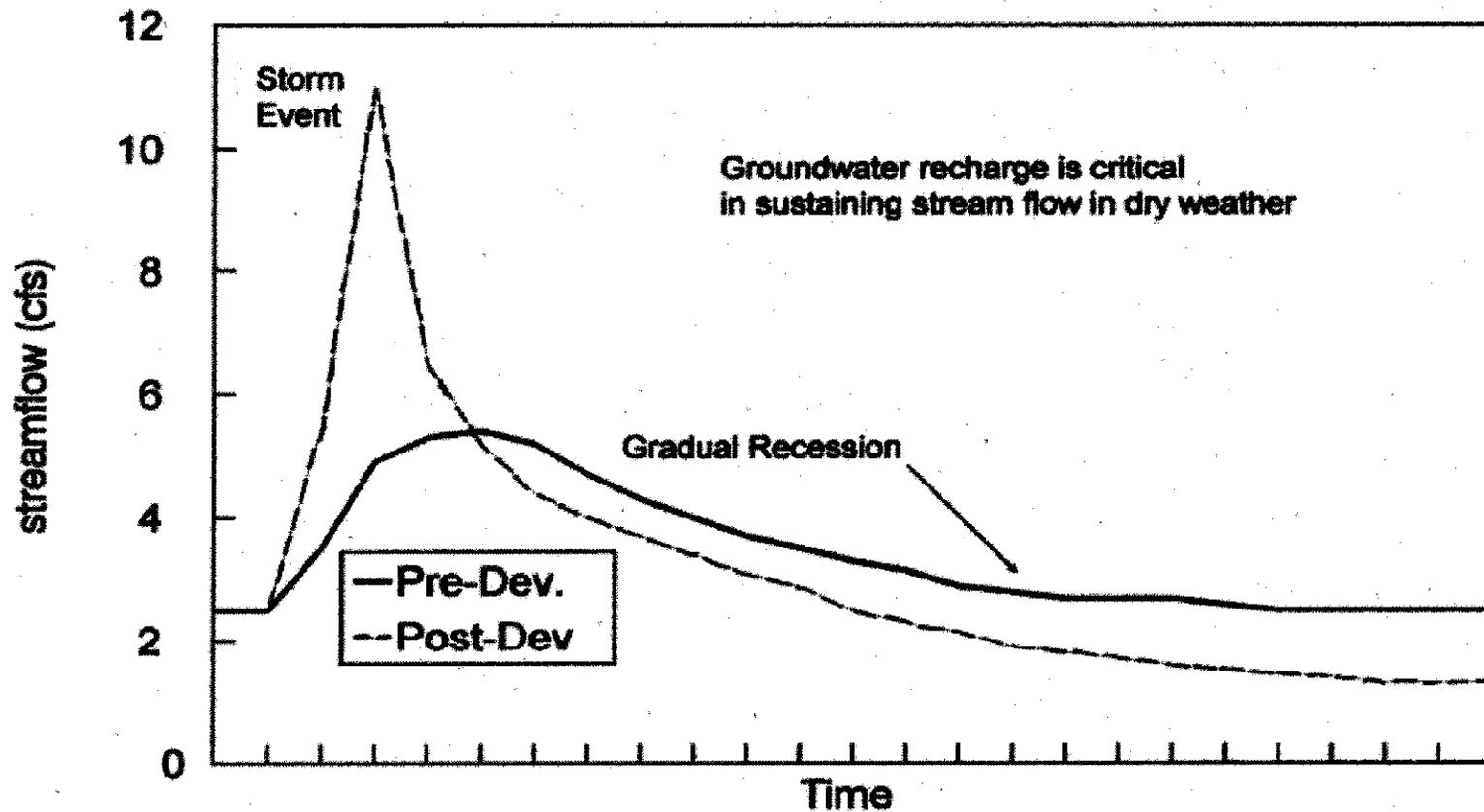
WATER BALANCE

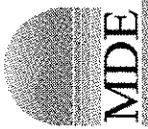




Impacts on Stream Flow

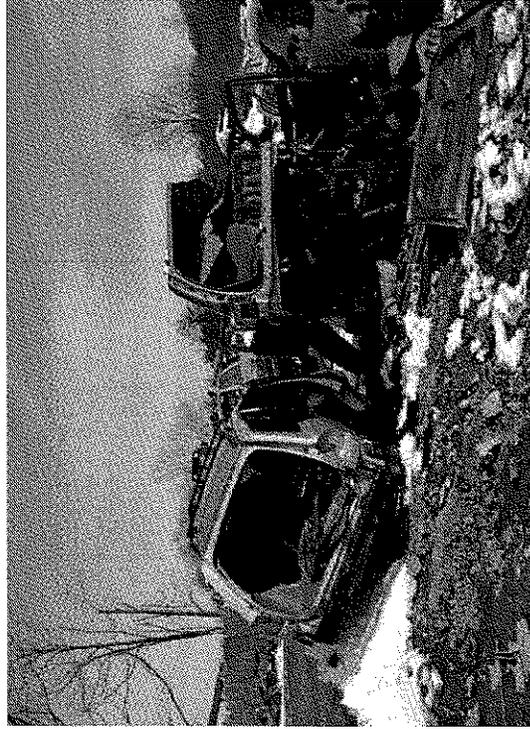
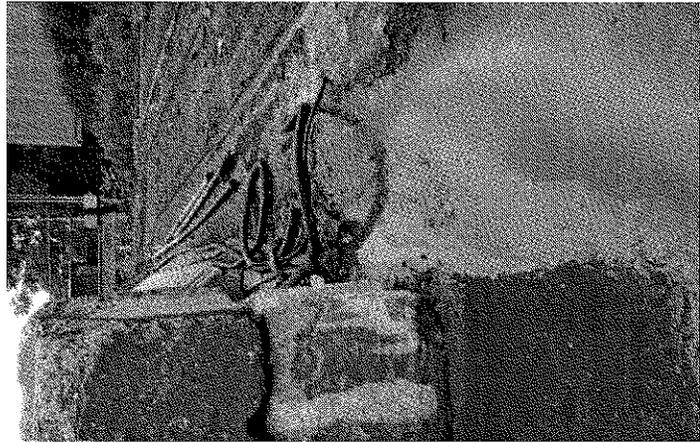
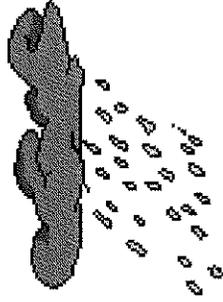
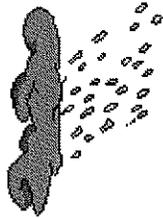
Decline in Stream Flow Due to Diminished Groundwater Recharge





Hot Spots

Stormwater hotspots are areas which produce higher concentrations of pollutants than normally found in urban runoff.





Who is Covered?

Facilities with stormwater discharges:

a) associated with industrial activity

(defined in Appendix E)

b) from a primary industrial activity

(identified in Appendix A)

OR facilities that are notified by MDE as eligible for coverage under Sector AD.





Industrial Activity Includes

- industrial plant yards;
- immediate access roads and rail lines used or traveled by carriers of raw materials, manufactured products, waste material, or byproducts used or created by the facility;
- material handling sites; refuse sites;
- sites used for the application or disposal of process waste waters;
- sites used for the storage and maintenance of material handling equipment;





Industrial Activity also Includes

- sites used for residual treatment, storage, or disposal;
- shipping and receiving areas;
- manufacturing buildings;
- storage areas (including tank farms) for raw materials, and intermediate and final products;
- and areas where industrial activity has taken place in the past and significant materials remain and are exposed to stormwater.





Industrial Activity Excludes:

- Areas located on plant lands separate from the plant's industrial activities, such as office buildings and accompanying parking lots as long as the **drainage from the excluded areas is not mixed** with stormwater drained from the above described areas.





Primary Industrial Activity-Sectors

Sector A – Timber Products	Sector P – Land Transportation
Sector B – Paper and Allied Products Manufacturing	Sector Q – Water Transportation
Sector C – Chemical and Allied Products Manufacturing	Sector R – Ship and Boat Building or Repairing Yards
Sector D – Asphalt Paving and Roofing Materials Manufactures and Lubricant Manufacturers	Sector S – Air Transportation Facilities
Sector E – Glass, Clay, Cement, Concrete, and Gypsum Product Manufacturing	Sector T – Treatment Works
Sector F – Primary Metals	Sector U – Food and Kindred Products
Sector G – Not currently covered in this permit.	Sector V – Textile Mills, Apparel, and other Fabric Products Manufacturing
Sector H – Not currently covered in this permit.	Sector W – Furniture and Fixtures
Sector I – Oil and Gas Extraction and Refining	Sector X – Printing and Publishing
Sector J – Not currently covered in this permit.	Sector Y – Rubber, Miscellaneous Plastic Products, and Miscellaneous Manufacturing Industries
Sector K – Hazardous Waste Treatment Storage or Disposal	Sector Z – Leather Tanning and Finishing
Sector L – Landfills and Land Application Sites	Sector AA – Fabricated Metal Products
Sector M – Automobile Salvage Yards	Sector AB – Transportation Equipment, Industrial or Commercial Machinery
Sector N – Scrap Recycling Facilities	Sector AC – Electronic, Electrical, Photographic and Optical Goods
Sector O – Steam Electric Generating Facilities	Sector AD –Designated by the Department





Application Process

- Within 90 days of reissuance, you must submit a completed Notice of Intent (NOI), updated Stormwater Pollution Prevention Plan (SWPPP) and fee.
- NOI will require some additional information relating to the impervious surface calculations.
- NOI will require you to determine if discharging to an impaired stream.





Coverage Exemption

“No Exposure Certification” Requires:

1. no potential for the stormwater discharged...to be exposed to pollutants,
2. And discharge into watersheds without water quality impairments for nutrients or suspended solids.





The evolution of stormwater management requirements





Pollution Prevention (02-SW)

- Stormwater Pollution Prevention Plan (SWPPP) **describes and ensures** the implementation of practices used to reduce pollutants in stormwater discharges.
 - Map with potential sources and controls to deal with them.
 - Summary of sampling points.
 - Identify Pollution Prevention Team.
 - Plans and records of Employee Training.
- Amendment of plan required when there was a new **potential for discharge** or if the Plan proved to be **ineffective**.





Best Management Practices (BMP)

- Prevent or reduce pollution by:
 - schedules of activities
 - prohibitions of practices
 - maintenance procedures, and
 - other management practices.
- Control plant site runoff, spillage or leaks or drainage by:
 - treatment requirements,
 - operating procedures, and
 - other practices.





Stormwater Management

Development of a description of stormwater management controls (or BMPs) appropriate for the facility, and implementation of such controls.

- a. A preventive maintenance program
- b. Good housekeeping
- c. Spill prevention and response procedures
- d. Prevent sediment and erosion





Storm water management...

- e. Identification of traditional stormwater management practices (practices other than those which control the generation or source(s) of pollutants) used to divert, **infiltrate, reuse, or otherwise manage stormwater** runoff in a manner that reduces pollutants in storm water discharges from the site.
- f. Visually inspection requirements
- g. Facility record requirements





12-SW Base Requirements

- SWPPP requirement continued
- Practices developed should be continued
 - Good housekeeping
 - Preventative maintenance
 - Spill prevention
 - Visual inspection
 - Record requirements
- Term 'Minimize' used often.
 - reduce and/or eliminate to the extent achievable using control measures (including best management practices) that are technologically available and economically practicable and achievable in light of best industry practice.





12-SW Provides Better Guidance:

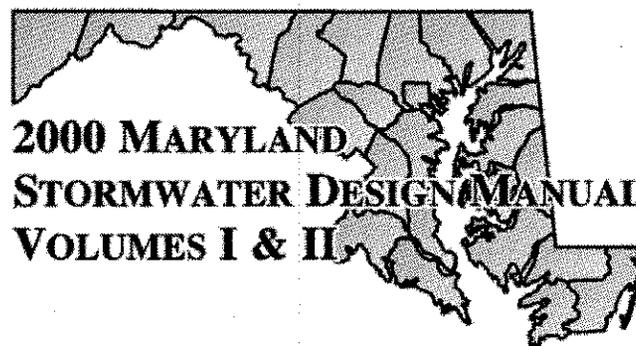
- for updating your **SWPPP**,
- when to “**infiltrate, reuse, or otherwise manage stormwater**” with regards to existing impervious surfaces or “restoration of impervious surfaces,”
- and on Control Measures and Effluent Limits including industry **sector specific** practices.





Design Manual

- Design Manual provides engineering guidance for when to “infiltrate, reuse, or otherwise manage stormwater”.



PREPARED BY:



ELLERSPORT CITY, MARYLAND

AND THE



MARYLAND DEPARTMENT OF THE ENVIRONMENT
WATER MANAGEMENT ADMINISTRATION
1800 Washington Blvd., 4th Floor, STE 440 Baltimore, MD 21230-1708
(410) 537-3550 1-800-633-6101 <http://www.mde.state.md.us>





Important definition(s)

Impervious Surface Treatment:

- Implementing the requirements for stormwater management as prescribed in the Department's "2000 Maryland Stormwater **Design Manual**, Volumes I & II" or the Design Manual for impervious area.
- The manual spells out both design and implementation requirements using appropriately sized Best Management Practices or Environmental Site Design, based upon designs that treat the volume from **one inch of rainfall**.
- This treatment may also include equivalent practice(s) used to comply with the control measures of this permit if they result in the capture and treatment of the volume from **one inch of rainfall**.

Facilities developed since 2002 would have been required to build to these standards.





Important definition(s)

Impervious Surface Restoration:

Treatment of impervious surfaces which are not currently designed to treat runoff with stormwater management as prescribed in the Department's "Maryland Stormwater Design Manual, Volumes I & II" or the Design Manual, based upon designs that treat the volume from one inch of rainfall.

Phase 1 municipal permits have restoration requirements.

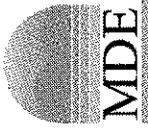




Restoration Requirements

- Restore an area equal to at least 20% of the untreated impervious surface at your facility.
- You may consider any untreated impervious surface on your facility.





Facility Example

- Manufacturing building and storage areas.





Volume Calculation

Sizing Criteria	Description of Stormwater Sizing Criteria
Water Quality Volume (WQ _v) (acre-feet)	$WQ_v = [(P)(R_v)(A)]/12$ P = rainfall depth in inches and is equal to 1.0" in the Eastern Rainfall Zone and 0.9" in the Western Rainfall Zone (Fig. 2.1), R _v = volumetric runoff coefficient, and A = area in acres.

Site Area = Total Drainage Area (A) = 3.0 ac

Impervious Area = 1.9 ac; I = 1.9/3.0 = 63.3%

$R_v = 0.05 + (63.3)(0.009) = 0.62$

Compute WQ_v

$$\begin{aligned} WQ_v &= [(1.0'')(R_v)(A)]/12 \\ &= [(1.0'')(0.62)(3.0\text{ac})]/12 \times (43560 \text{ ft}^2 / \text{acre}) \\ &= 6752 \text{ ft}^3 \end{aligned}$$





Restoration Alternative

- With approval from your local jurisdiction you may restore an **equivalent amount** of untreated impervious surface off-site or by arranging for your local jurisdiction to perform the off-site restoration.





Restoration Schedule

- Submit a plan to implement restoration within six (6) months of obtaining coverage.
- Complete the restoration within four (4) years from the date you file an NOI.





Industry Specific Measures

INDUSTRIAL STORMWATER FACT SHEET SERIES
Sector L: Landfills and Land Application Sites

may destroy spawning grounds or the bottom fauna upon which fish feed. In addition, while they remain in suspension, suspended solids can increase turbidity, reduce light penetration, and impair the photosynthetic activity of aquatic plants.

The activities, pollutant sources, and associated pollutants detailed in Table 1A and 1B are commonly found at landfills and land application sites. It is important to note that the occurrence and levels of pollutants other than TSS in stormwater discharges are dependent on the types of wastes deposited/applied and facility design and operation (including use of stormwater management/treatment practices).

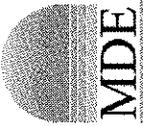
Table 1A. Common Activities, Pollutant Sources, and Associated Pollutants at Landfills

Activity	Pollutant Source	Pollutant
Cover crop management	Applied chemicals	Fertilizers, pesticides, and herbicides
Outdoor chemical storage	Exposure of chemical material storage areas to precipitation	Various chemicals stored
Waste transportation	Waste tracking on-site and haul road, solids transport on wheels and exterior of trucks or other equipment	TSS, total dissolved solids (TDS), turbidity, floatable
Leachate collection	Uncontrolled leachate (commingling of leachate with runoff or run-on)	Iron, TSS, biochemical oxygen demand (BOD), ammonia, alpha terpineol, benzoic acid, p-Cresol, phenol, zinc, pH
Landfill operations	Exposure of waste at open face	BOD, TSS, TDS, turbidity
Exposed soil from excavating cells/trenches	Erosion	TSS, TDS, turbidity
Exposed stockpiles of cover material		
Inactive cells with final cover but not finally stabilized		
Daily or intermediate cover placed on cells or trenches		
Haul roads (including vehicle tracking of sedimentation)		
Vehicle/equipment maintenance	Fueling activities	Diesel fuel, gasoline, oil
	Parts cleaning	Solvents, oil, heavy metals, acid/alkaline wastes
	Waste disposal of oily rags, oil and gas filters, batteries, coolants, degreasers	Oil, heavy metals, solvents, acids
	Fluid replacement including hydraulic fluid, oil, transmission fluid, radiator fluids, and grease	Oil and grease, arsenic, lead, cadmium, chromium, chemical oxygen demand (COD), and benzene

- Guidance from EPA for each industry sector.

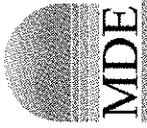
<http://cfpub.epa.gov/npdes/stormwater/swsectors.cfm>





Monitoring and Corrective Action Requirements





Monitoring Requirements

- Visual monitoring 4 times a year (one as part of annual assessment)
- Where local discharge is to an impaired water body the Department may impose additional monitoring requirements
- Benchmark monitoring for several industries





Visual Monitoring

General Discharge Permit No. 12-SW
Appendix B: Page 2 of 3

Quarterly Visual Monitoring Form

Fill out a separate form for each outfall sampled.

Sample Location			
Quarter / Year:	Date / Time Collected:	Date / Time Examined:	
Qualifying Storm Event?	Yes No	Runoff Source:	Rainfall Snowmelt
Collector's Name & Title			
Examiner's Name & Title			
Parameter	Parameter Description	Parameter Characteristics	
1. <u>Color</u>	Does the storm water appear to have any color? Yes No (Clear)	If Yes, describe: <i>Yellow Brown Red Gray</i> Other:	
2. Clarity	Is the storm water clear? Yes No	If not clear, which of the following best describes the clarity of the storm water? <i>Suspended Solids Milky/Cloudy Opaque</i> Other:	
3. Oil Sheen	Can you see a rainbow effect or sheen on the water surface? Yes No	Which best describes the sheen? <i>Rainbow sheen Floating oil globules</i> Other:	
4. Odor	Does the sample have an odor? Yes No	If Yes, describe: <i>Chemical Musty Rotten Eggs Sewage Sour Milk Oil/Petroleum</i> Other:	
5. Floating Solids	Is there anything on the surface of the sample? Yes No	If Yes, describe: <i>Suds Oily Film Garbage Sewage Water Fowl Excrement</i> Other:	
6. Suspended Solids	Is there anything suspended in the sample? Yes No	Describe:	
Leave sample undisturbed for 30 minutes.			
7. Settled Solids	Is there anything settled on the bottom of the sample? Yes No	Describe: <i>(note type, size and material after sample is not disturbed for 30 minutes)</i>	
8. Foam	Does foam or material form on the top of the sample surface if you shake it? Yes No	Describe:	
9. If there are any visible indicators of pollution identify (1) where the pollution may come from and (2) any corrective actions taken.			

Includes how to evaluate each parameter such as color or clarity.



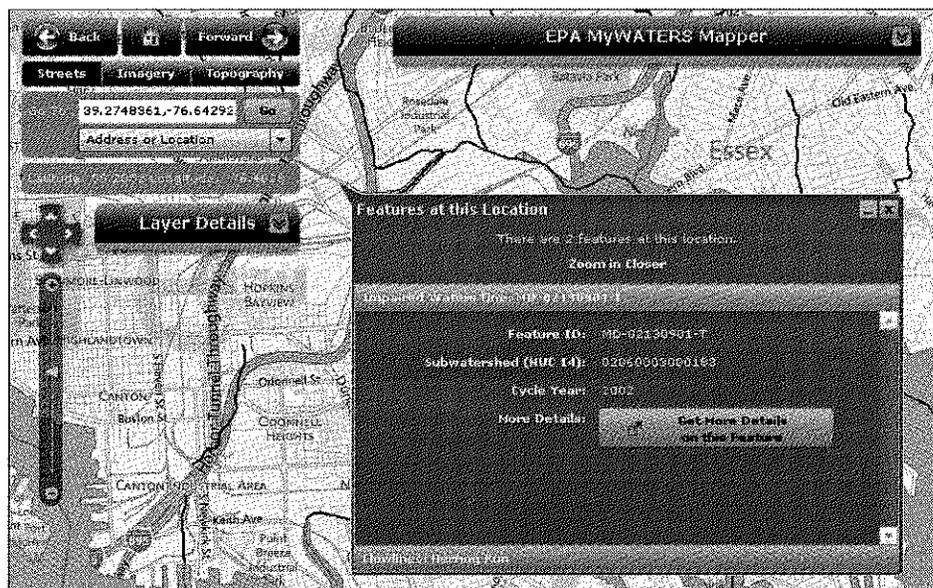


Tools for Impaired Waters

When submitting application, you may use EPA tool to determine if local stream is impaired.

My WATERS Mapper

MyWATERS Mapper dynamically displays snapshots of EPA Office of Water program data. This version of MyWATERS Mapper depicts the information from the Clean Watershed Needs Survey, and water quality assessments. Future versions will include other Office of Water Program-related geographic themes such as 12-digit watersheds, the national stream network known as the National Hydrography Dataset. Mapper enables you to create customized maps at national and local scales.



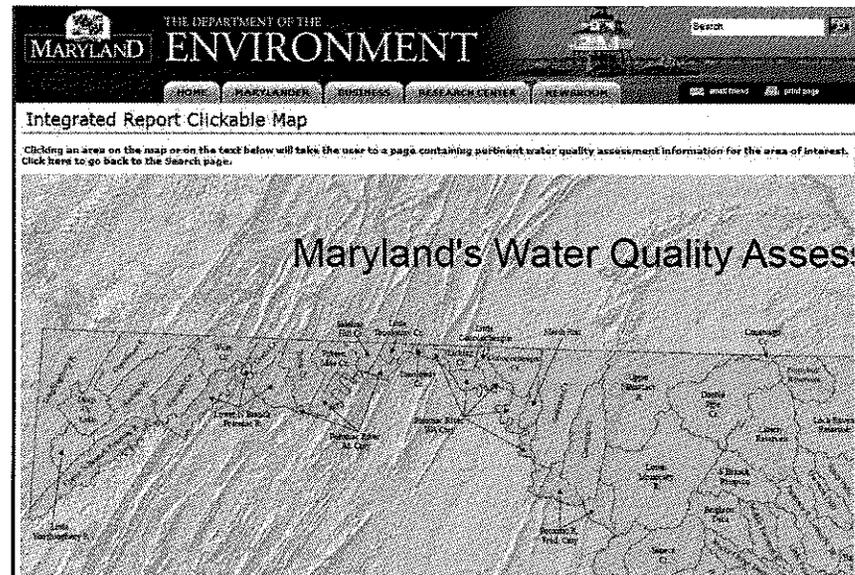
<http://cfpub.epa.gov/npdes/stormwater/tmdltool.cfm>





Tools for Impaired Waters

To determine what the source of an impairment is, MDE website provides an interactive map.



http://www.mde.maryland.gov/programs/Water/TMDL/Integrated303dReports/303dmap/Pages/303d_map.aspx





Benchmark Monitoring

- Not effluent limitations; exceedance is not a permit violation.
- Monitoring helps determine overall effectiveness of control measures and when corrective actions are necessary.
- Online reporting quarterly is required for 4 full quarters.
- After collection of 4 quarterly samples, if the average of the 4 monitoring values:
 - does not exceed the benchmark, you have **fulfilled your monitoring requirements**
 - exceeds the benchmark, you must evaluate and make changes to control measures and **continue monitoring**





Benchmarks Selected

Agricultural Chemicals (SIC 2873-2879),
Automobile Salvage Yards
Scrap Recycling and Waste Recycling Facilities
Fabricated Metal Products

Table 2 - Sector M Benchmarks (Automobile Salvage Yards)

PARAMETER	Benchmark	Units	Frequency	Sample Type
Total Suspended Solids (TSS)	100	mg/L	4/year	Grab
Total Aluminum	0.75	mg/L	4/year	Grab
Total Iron	1.0	mg/L	4/year	Grab
Total Lead ¹	0.014	mg/L	4/year	Grab

¹ The benchmark values of some metals are dependent on water hardness. For these parameters, you must determine the hardness of the receiving water per Appendix C.





Corrective Actions

When something is wrong, you must address it and document what you did.

- You may have to notify the Department.
- You must complete and document these actions within the time limits.
- All corrective action documents must be stored onsite with your SWPPP.





Maryland Department of the Environment

Water Management Administration Industrial and General Permits Division

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410-537-3323

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www.mde.state.md.us



Clemm, Hallie (DPW)

From: Clemm, Hallie (DPW)
Sent: Monday, March 11, 2013 10:42 AM
To: 'Andrew Kays'
Subject: RE: DRAFT Meeting Minutes for 01.17.13

Good morning Andrew....is there any update on the Frederick WTE project? Please advise and thank you.

From: Andrew Kays [<mailto:akays@nmwda.org>]
Sent: Thursday, March 07, 2013 3:32 PM
To: Lezinski, Steve; s.lippy@verizon.net; nblackwell@howardcountymd.gov; rnr@dswa.com; Gutberlet, Mark; cpendleton@geosyntec.com; dmurray@scsengineers.com; mtrivedi@frederickcountymd.gov; pbieniek@ccgov.org; Clemm, Hallie (DPW); jmeyers@armgroup.net; jneyman@republicservices.com; tford@menv.com; hilton, tom
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Best regards,

Andrew

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www.nmwda.org www.mdrecycles.org

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From: Andrew Kays [<mailto:akays@nmwda.org>]
Sent: Thursday, March 07, 2013 3:32 PM
To: Lezinski, Steve; s.lippy@verizon.net; nblackwell@howardcountymd.gov; rnr@dswa.com; Gutberlet, Mark; cpendleton@geosyntec.com; dmurray@scsengineers.com; mtrivedi@frederickcountymd.gov; pbieniek@ccgov.org; Clemm, Hallie (DPW); jmeyers@armgroup.net; jneyman@republicservices.com; tford@menv.com; hilton, tom
Subject: DRAFT Meeting Minutes for 01.17.13

Good afternoon. Attached please find the draft minutes from the 01.17.13 meeting. Please send me comment or correction at your earliest convenience.

Best regards,

Andrew

The information in this email is confidential and may be legally privileged. It is intended solely for the addressee. Access to this email by anyone else is unauthorized. If you are not the intended recipient, any disclosure, copying, distribution or any action taken or omitted to be taken in reliance on it, is prohibited and may be unlawful. If you believe that you have received this email in error, please contact the sender.

Andrew Kays
Northeast Maryland Waste Disposal Authority
Tower II, Suite 402
100 S. Charles Street
Baltimore, MD 21201-2705
410.333.2730

www.nmwda.org www.mdrecycles.org

Clemm, Hallie (DPW)

From: Clemm, Hallie (DPW)
Sent: Thursday, March 14, 2013 3:04 PM
To: 'Andrew Kays'
Subject: RE: DRAFT Meeting Minutes for 01.17.13
Attachments: Solicitation Final.pdf

Here is the solicitation I referenced earlier today.

Keep me posted on the progress of the Frederick project.

From: Andrew Kays [<mailto:akays@nmwda.org>]
Sent: Monday, March 11, 2013 4:38 PM
To: Clemm, Hallie (DPW)
Subject: RE: DRAFT Meeting Minutes for 01.17.13

We are less than two weeks from the close of the comment period for the permits (from the January 30, 2013 hearing). Are you coming up to the March 14 meeting?

Andrew

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From: Clemm, Hallie (DPW) [<mailto:hallie.clemm@dc.gov>]
Sent: Monday, March 11, 2013 10:42 AM
To: Andrew Kays
Subject: RE: DRAFT Meeting Minutes for 01.17.13

Good morning Andrew....is there any update on the Frederick WTE project? Please advise and thank you.

Grade.DC.gov has expanded again! Check out which five additional agencies can now be rated.
Visit www.Grade.DC.gov today to log your feedback on any of 15 D.C. Government agencies.

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Sent: Thursday, March 07, 2013 3:32 PM
To: Lezinski, Steve; s.lippy@verizon.net; nblackwell@howardcountymd.gov; rnr@dswa.com; Gutberlet, Mark; cpendleton@geosyntec.com; dmurray@scsengineers.com; mtrivedi@frederickcountymd.gov; pbieniek@ccgov.org;

Clemm, Hallie (DPW); jmeyers@armgroup.net; jneyman@republicservices.com; tford@menv.com; hilton, tom
Subject: DRAFT Meeting Minutes for 01.17.13

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Andrew

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SECTION B: CONTRACT TYPE, SUPPLIES OR SERVICES AND PRICE/COST

- B.1** The District of Columbia Office of Contracting and Procurement, on behalf of the Department of Public Works, Solid Waste Management Administration (SWMA), (the “District”) is seeking a contractor to provide solid waste management consulting services.
- B.2** The District contemplates award of a labor-hour contract.
- B.3** The prices stated shall include all items necessary to effectively conduct and complete the required service described in Section C – Work Statement. This includes, but is not limited to, the cost of labor, travel, overhead, administrative charges, taxes, profit, insurance and other expenses.

B.3.1 BASE PERIOD

CLIN	Item Description	Unit	Labor Rate
0001	Labor Category 1:	Hour	
0002	Labor Category 2:	Hour	
0003	Labor Category 3:	Hour	
0004	Labor Category 4:	Hour	
Total Not to Exceed Amount			\$300,000

B.3.2 OPTION YEAR 1

CLIN	Item Description	Unit	Labor Rate
1001	Labor Category 1:	Hour	
1002	Labor Category 2:	Hour	
1003	Labor Category 3:	Hour	
1004	Labor Category 4:	Hour	
Total Not to Exceed Amount			\$100,000

- B.4** An offeror responding to this solicitation must submit with its proposal, a notarized statement detailing any subcontracting plan required by law. Proposals responding to this RFP shall be deemed nonresponsive and shall be rejected if the offeror fails to submit a subcontracting plan that is required by law. For contracts in excess of \$250,000, at least 35% of the dollar volume of the contract shall be subcontracted in accordance with section H.9.1.

SECTION C: SPECIFICATIONS/WORK STATEMENT

C.1 SCOPE:

Mayor Gray's Sustainable DC goal for waste management is to achieve zero waste in 2032 by producing less waste in the first place and capturing value from everything else through reuse, recycling, composting and energy production. To achieve this goal the District will develop an integrated solid waste management system that redefines solid waste from a burden that just needs to disappear to a resource with economic, environmental and social value. To determine those values, the District needs to understand exactly what natural and financial capital investments need to be made to sustain the designed system and quantify the benefits that will be realized from its implementation.

The Department of Public Works (DPW) is seeking a solid waste management or engineering consulting firm to develop an evaluation strategy and framework to quantitatively compare the natural and financial capital investments required by three to five alternative integrated solid waste management scenarios (including the current state) that are crafted by the contractor in conjunction with DPW. Each scenario will be designed to capture the energy and imbedded value of the managed material streams and must include recycling, composting and residuals processing components. The contractor will also be required to run each scenario through the designed framework and to comparatively evaluate the results. By quantifying and comparing investments needed for current baseline operations and alternatives, the District will be in a better position to identify impact mitigation, cost savings, value creation and positive environmental justice outcomes

C.2 BACKGROUND

Approximately 900,000 tons of solid waste is currently managed in the District. DPW manages 500,000 tons through its two transfer stations. Roughly 100,000 additional tons are reported as recycled by commercial haulers, and 300,000 tons of municipal solid wastes (MSW) are processed through private sector transfer stations.

DPW collects 135,000 tons per year of solid waste, including 25,000 tons of recyclables and 8,000 tons of leaves from residential properties. DPW collects an additional 50,000 tons of materials through its street and alley cleaning program and citizen drop-off services. District government agencies and contractors servicing government building dispose of an additional 42,000 tons at the transfer stations.

The District's current strategy relies on contracting for all solid waste disposal, recycling, and composting services. The District exports 225,000 tons of solid waste to the Fairfax County Energy Resource Recovery Facility in Lorton, VA. DPW collected recyclables and organics go to Maryland and Virginia facilities for processing. The total annual cost including transfer station operations is approximately \$20 million. The District's agreement with Fairfax County currently expires on December 31, 2015.

Trash received at the private sector transfer stations, as well as some commercial MSW brought to the District's transfer stations, is currently landfilled in Virginia.

The objectives to be achieved from the project are:

- Meet the goals of the Mayor's Sustainable DC plan
- Identify how to economically increase the District's recycling diversion rate
- Determine how DC can best capture the embedded energy and economic value of its waste stream
- Identify the optimal set of components to maximize the value of the waste stream while providing economic sustainability over the long term
- Identify whether the District should seek jurisdictional partners for the solid waste management system.

C.3 REQUIREMENTS

C.3.1 The contractor shall:

- A. Define three to five alternative integrated solid waste management scenarios (including the current state) that capture the energy and imbedded value of the managed material streams. Each of these scenarios must include recycling, composting and residuals processing components.
- B. Develop an evaluation strategy and framework to quantitatively compare the investments required by each of these scenarios. The framework will be an analytic model that compares the component physical, natural, and financial requirements for the current MSW management system (the "baseline) and alternatives.
- C. Identify the relevant physical, natural, and financial assets needed for and used by each alternative.
- D. Input the data derived from baseline and alternatives into the analytic framework to determine a basis of comparison and evaluate the results.
- E. Identify any siting, regulatory, institutional and legal requirements for each alternative.
- F. Design the framework of a public participation process and staff and facilitate stakeholder technical workgroup(s) to provide review and input on the project progress and deliverables.

C.3.2 The contractor shall prepare and submit within one week of contract award a draft project schedule outlining the tasks to be performed and milestone dates. The project schedule will detail the approach and methodology for performing services, including the objectives and data needs. The project schedule shall include key project tasks and milestones including:

- A detailed approach and schedule that complies with the schedule required by DPW
- A project management section, including the task leaders and quality assurance procedures
- A project team organized by task
- An example progress report.

C.3.3 The contractor shall submit the draft project schedule to the CA for review and comment. Upon receipt of comments from the CA, the contractor shall finalize the project schedule within five (5) business days and submit the final project schedule to the CA. The contractor shall update the project schedule as needed during the project and provide the updates to the CA.

C.3.4 The contractor shall submit progress reports, to the CA, on a monthly basis.

- C.3.5 The contractor shall meet with the CA and DPW management staff on a monthly basis to review status, deliverables (including any drafts), scheduling issues and corrective measures, and other matters that must be addressed to ensure smooth delivery of the project.
- C.3.6 Within 270 days after contract award, the contractor shall submit a final report including, but not limited to: results of evaluation of each alternative and any identified siting, regulatory, institutional and legal requirements for each alternative.
- C.3.7 After submission of the final report, the District may require the contractor to provide additional consulting services, such as participating in public or stakeholder workgroups, on an as needed basis.

SECTION D: PACKAGING AND MARKING

Not Applicable

SECTION E: INSPECTION AND ACCEPTANCE

- E.1 The inspection and acceptance requirements for this contract shall be governed by clause number 6, Inspection of Services of the Government of the District of Columbia's Standard Contract Provisions for use with Supplies and Services Contracts, dated July 2010. (Attachment J.1)

SECTION F: PERIOD OF PERFORMANCE AND DELIVERABLES

F.1 TERM OF CONTRACT

The term of the contract shall be for a period of one year from date of award specified on the cover page of this contract.

F.2 OPTION TO EXTEND THE TERM OF THE CONTRACT

F.2.1 The District may extend the term of this contract for a period of one (1) one-year option periods, or successive fractions thereof, by written notice to the Contractor before the expiration of the contract; provided that the District will give the Contractor preliminary written notice of its intent to extend at least thirty (30) days before the contract expires. The preliminary notice does not commit the District to an extension. The exercise of this option is subject to the availability of funds at the time of the exercise of this option. The Contractor may waive the thirty (30) day preliminary notice requirement by providing a written waiver to the Contracting Officer prior to expiration of the contract.

F.2.2 If the District exercises this option, the extended contract shall be considered to include this option provision.

F.2.3 The price for the option period shall be as specified in the Section B of the contract.

F.2.4 The total duration of this contract, including the exercise of any options under this clause, shall not exceed two (2) years.

F.3 DELIVERABLES

The Contractor shall perform the activities required to successfully complete the District's requirements and submit each deliverable to the Contract Administrator (CA) identified in section G.9 in accordance with the following:

SOW Section	Deliverable	Quantity	Format/Method of Delivery	Due Date
C.3.2	Draft project Schedule plan		Electronic and Hard Copy to CA	Within 1 week after contract award
C.3.3	Final project Schedule plan		Electronic and Hard Copy to CA	Within 2 weeks after contract award
C.3.1 A.	Three to five alternative integrated solid waste management		Electronic and Hard Copy to CA	90 days after award

Solicitation Doc97300
Solid Waste Management Consulting Services

	scenarios			
C.3.1. B	Evaluation strategy and framework to quantitatively compare the investments required by each of these alternatives		Electronic and Hard Copy to CA	120 days after award
C.3.1.C	Relevant physical, natural, and financial assets needed for and used by each alternative		Electronic and Hard Copy to CA	150 days after award
C.3.1.D	Outcome resulting from the run of each alternative through the quantitative framework.		Electronic and Hard Copy to CA	180 days after award
C.3.1.D, F and C 3.6	Evaluation of the results and final report		Electronic and Hard Copy to CA	270 days after award
C.3.1.E and C3.6	Siting, regulatory, institutional and legal requirements for each alternative		Electronic and Hard Copy to CA	270 days after award

F.3.1 The Contractor shall submit to the District, as a deliverable, the report described in section H.5.5 that is required by the 51% District Residents New Hires Requirements and First Source Employment Agreement. If the Contractor does not submit the report as part of the deliverables, final payment to the Contractor shall not be paid pursuant to section G.3.2.

SECTION G: CONTRACT ADMINISTRATION

G.1 INVOICE PAYMENT

- G.1.1** The District will make payments to the Contractor, upon the submission of proper invoices, at the prices stipulated in this contract, for supplies delivered and accepted or services performed and accepted, less any discounts, allowances or adjustments provided for in this contract.
- G.1.2** The District will pay the Contractor on or before the 30th day after receiving a proper invoice from the Contractor.

G.2 INVOICE SUBMITTAL

- G.2.1** The Contractor shall submit proper invoices on a monthly basis or as otherwise specified in Section G.4. Invoices shall be prepared in duplicate and submitted to the agency Chief Financial Officer with concurrent copies to the CA specified in Section G.9 below. The address of the CFO is:

Attn: Accounts Payable
Office of the Controller/Agency CFO
2000 14th Street, NW
Washington, DC 20009

- G.2.2** To constitute a proper invoice, the Contractor shall submit the following information on the invoice:
- G.2.2.1** Contractor's name, federal tax ID and invoice date (date invoices as of the date of mailing or transmittal);
- G.2.2.2** Contract number and invoice number;
- G.2.2.3** Description, price, quantity and the date(s) that the supplies or services were delivered or performed;
- G.2.2.4** Other supporting documentation or information, as required by the Contracting Officer;
- G.2.2.5** Name, title, telephone number and complete mailing address of the responsible official to whom payment is to be sent;
- G.2.2.6** Name, title, phone number of person preparing the invoice;
- G.2.2.7** Name, title, phone number and mailing address of person (if different from the person identified in G.2.2.6 above) to be notified in the event of a defective invoice; and
- G.2.2.8** Authorized signature.

G.3 FIRST SOURCE AGREEMENT REQUEST FOR FINAL PAYMENT

- G.3.1** For contracts subject to the 51% District Residents New Hires Requirements and First Source Employment Agreement requirements, final request for payment must be accompanied by the report or a waiver of compliance discussed in section H.5.5.
- G.3.2** No final payment shall be made to the Contractor until the agency CFO has received the Contracting Officer's final determination or approval of waiver of the Contractor's compliance with 51% District Residents New Hires Requirements and First Source Employment Agreement requirements.

G.4 PAYMENT

The District will pay the contractor for actual hours worked at the rates in section B.3 Price Schedule after:

- a) receipt and acceptance of each deliverable, and
- b) receipt of proper invoice.

G.5 ASSIGNMENT OF CONTRACT PAYMENTS

- G.5.1** In accordance with 27 DCMR 3250, the Contractor may assign to a bank, trust company, or other financing institution funds due or to become due as a result of the performance of this contract.
- G.5.2** Any assignment shall cover all unpaid amounts payable under this contract, and shall not be made to more than one party.
- G.5.3** Notwithstanding an assignment of contract payments, the Contractor, not the assignee, is required to prepare invoices. Where such an assignment has been made, the original copy of the invoice must refer to the assignment and must show that payment of the invoice is to be made directly to the assignee as follows:

"Pursuant to the instrument of assignment dated _____, make payment of this invoice to (name and address of assignee)."

G.6 THE QUICK PAYMENT CLAUSE

G.6.1 Interest Penalties to Contractors

- G.6.1.1** The District will pay interest penalties on amounts due to the Contractor under the Quick Payment Act, D.C. Official Code §2-221.01 *et seq.*, for the period beginning on the day after the required payment date and ending on the date on which payment of the amount is made. Interest shall be calculated at the rate of 1% per month. No interest penalty shall be paid if payment for the completed delivery of the item of property or service is made on or before:

- a) the 3rd day after the required payment date for meat or a meat product;
- b) the 5th day after the required payment date for an agricultural commodity; or
- c) the 15th day after the required payment date for any other item.

G.6.1.2 Any amount of an interest penalty which remains unpaid at the end of any 30-day period shall be added to the principal amount of the debt and thereafter interest penalties shall accrue on the added amount.

G.6.2 Payments to Subcontractors

G.6.2.1 The Contractor must take one of the following actions within seven (7) days of receipt of any amount paid to the Contractor by the District for work performed by any subcontractor under this contract:

- a) Pay the subcontractor for the proportionate share of the total payment received from the District that is attributable to the subcontractor for work performed under the contract; or
- b) Notify the District and the subcontractor, in writing, of the Contractor's intention to withhold all or part of the subcontractor's payment and state the reason for the nonpayment.

G.6.2.2 The Contractor must pay any subcontractor or supplier interest penalties on amounts due to the subcontractor or supplier beginning on the day after the payment is due and ending on the date on which the payment is made. Interest shall be calculated at the rate of 1% per month. No interest penalty shall be paid on the following if payment for the completed delivery of the item of property or service is made on or before:

- a) the 3rd day after the required payment date for meat or a meat product;
- b) the 5th day after the required payment date for an agricultural commodity; or
- c) the 15th day after the required payment date for any other item.

G.6.2.3 Any amount of an interest penalty which remains unpaid by the Contractor at the end of any 30-day period shall be added to the principal amount of the debt to the subcontractor and thereafter interest penalties shall accrue on the added amount.

G.6.2.4 A dispute between the Contractor and subcontractor relating to the amounts or entitlement of a subcontractor to a payment or a late payment interest penalty under the Quick Payment Act does not constitute a dispute to which the District of Columbia is a party. The District of Columbia may not be interpleaded in any judicial or administrative proceeding involving such a dispute.

G.6.3 Subcontract requirements

G.6.3.1 The Contractor shall include in each subcontract under this contract a provision requiring the subcontractor to include in its contract with any lower-tier subcontractor or supplier the payment and interest clauses required under paragraphs (1) and (2) of D.C. Official Code §2-221.02(d).

G.7 CONTRACTING OFFICER (CO)

Contracts will be entered into and signed on behalf of the District only by contracting officers. The contact information for the Contracting Officer is:

Gena Johnson
Contracting Officer
Office of Contracting and Procurement
2000 14th Street, NW. 6th Floor
Washington, DC 20009
(202) 671-2205 (phone)
(202) 671-0629 (fax)

G.8 AUTHORIZED CHANGES BY THE CONTRACTING OFFICER

G.8.1 The CO is the only person authorized to approve changes in any of the requirements of this contract.

G.8.2 The Contractor shall not comply with any order, directive or request that changes or modifies the requirements of this contract, unless issued in writing and signed by the CO.

G.8.3 In the event the Contractor effects any change at the instruction or request of any person other than the CO, the change will be considered to have been made without authority and no adjustment will be made in the contract price to cover any cost increase incurred as a result thereof.

G.9 CONTRACT ADMINSTRATOR (CA)

G.9.1 The CA is responsible for general administration of the contract and advising the CO as to the Contractor's compliance or noncompliance with the contract. The CA has the responsibility of ensuring the work conforms to the requirements of the contract and such other responsibilities and authorities as may be specified in the contract. These include:

G.9.1.1 Keeping the CO fully informed of any technical or contractual difficulties encountered during the performance period and advising the CO of any potential problem areas under the contract;

G.9.1.2 Coordinating site entry for Contractor personnel, if applicable;

G.9.1.3 Reviewing invoices for completed work and recommending approval by the CO if the Contractor's costs are consistent with the negotiated amounts and progress is satisfactory and commensurate with the rate of expenditure;

G.9.1.4 Reviewing and approving invoices for deliverables to ensure receipt of goods and services. This includes the timely processing of invoices and vouchers in accordance with the District's payment provisions; and

G.9.1.5 Maintaining a file that includes all contract correspondence, modifications, records of inspections (site, data, equipment) and invoice or vouchers.

G.9.2 The address and telephone number of the CA is:

Solicitation Doc97300
Solid Waste Management Consulting Services

Hallie Clemm
2750 South Capitol Street, S.E.
Washington, DC 20032
Telephone (202) 645-5141

G.9.3 The CA shall NOT have the authority to:

1. Award, agree to, or sign any contract, delivery order or task order. Only the CO shall make contractual agreements, commitments or modifications;
2. Grant deviations from or waive any of the terms and conditions of the contract;
3. Increase the dollar limit of the contract or authorize work beyond the dollar limit of the contract,
4. Authorize the expenditure of funds by the Contractor;
5. Change the period of performance; or
6. Authorize the use of District property, except as specified under the contract.

G.9.4 The Contractor will be fully responsible for any changes not authorized in advance, in writing, by the CO; may be denied compensation or other relief for any additional work performed that is not so authorized; and may also be required, at no additional cost to the District, to take all corrective action necessitated by reason of the unauthorized changes.

SECTION H: SPECIAL CONTRACT REQUIREMENTS

H.1 HIRING OF DISTRICT RESIDENTS AS APPRENTICES AND TRAINEES

H.1.1 For all new employment resulting from this contract or subcontracts hereto, as defined in Mayor's Order 83-265 and implementing instructions, the Contractor shall use its best efforts to comply with the following basic goal and objectives for utilization of bona fide residents of the District of Columbia in each project's labor force:

H.1.1.1 At least fifty-one (51) percent of apprentices and trainees employed shall be residents of the District of Columbia registered in programs approved by the District of Columbia Apprenticeship Council.

H.1.2 The Contractor shall negotiate an Employment Agreement with the Department of Employment Services ("DOES") for jobs created as a result of this contract. The DOES shall be the Contractor's first source of referral for qualified apprentices and trainees in the implementation of employment goals contained in this clause.

H.2 DEPARTMENT OF LABOR WAGE DETERMINATIONS

The Contractor shall be bound by the Wage Determination No: 2005-2103, Revision No.: 12, dated 6/13/12, issued by the U.S. Department of Labor in accordance with the Service Contract Act, 41 U.S.C. §351 *et seq.*, and incorporated herein as Section J.2. The Contractor shall be bound by the wage rates for the term of the contract subject to revision as stated herein and in accordance with Section 24 of the SCP. If an option is exercised, the Contractor shall be bound by the applicable wage rates at the time of the option. If the option is exercised and the CO obtains a revised wage determination, the revised wage determination is applicable for the option periods and the Contractor may be entitled to an equitable adjustment.

H.3 PUBLICITY

The Contractor shall at all times obtain the prior written approval from the CO before it, any of its officers, agents, employees or subcontractors, either during or after expiration or termination of the contract, make any statement, or issue any material, for publication through any medium of communication, bearing on the work performed or data collected under this contract.

H.4 FREEDOM OF INFORMATION ACT

The District of Columbia Freedom of Information Act, at D.C. Official Code §2-532 (a-3), requires the District to make available for inspection and copying any record produced or collected pursuant to a District contract with a private contractor to perform a public function, to the same extent as if the record were maintained by the agency on whose behalf the contract is made. If the Contractor receives a request for such information, the Contractor shall immediately send the request to the CA who will provide the request to the FOIA Officer for the agency with programmatic responsibility in accordance with the D.C. Freedom of Information Act. If the agency with programmatic responsibility receives a request for a record maintained by the Contractor pursuant to the contract, the CA will forward a copy to the Contractor. In either event, the Contractor is required by law to provide all responsive records

to the CA within the timeframe designated by the CA. The FOIA Officer for the agency with programmatic responsibility will determine the releasability of the records. The District will reimburse the Contractor for the costs of searching and copying the records in accordance with D.C. Official Code §2-532 and Chapter 4 of Title 1 of the *D.C. Municipal Regulations*.

H.5 51% DISTRICT RESIDENTS NEW HIRES REQUIREMENTS AND FIRST SOURCE EMPLOYMENT AGREEMENT

H.5.1 The Contractor shall comply with the First Source Employment Agreement Act of 1984, as amended, D.C. Official Code §2-219.01 *et seq.* (“First Source Act”).

H.5.2 The Contractor shall enter into and maintain, during the term of the contract, a First Source Employment Agreement, (Section J.4) in which the Contractor shall agree that:

- (1) The first source for finding employees to fill all jobs created in order to perform this contract shall be the DOES; and
- (2) The first source for finding employees to fill any vacancy occurring in all jobs covered by the First Source Employment Agreement shall be the First Source Register.

H.5.3 The Contractor shall submit to DOES, no later than the 10th of each month following execution of the contract, a First Source Agreement Contract Compliance Report (“contract compliance report”) to verify its compliance with the First Source Agreement for the preceding month. The contract compliance report for the contract shall include the:

- (1) Number of employees needed;
- (2) Number of current employees transferred;
- (3) Number of new job openings created;
- (4) Number of job openings listed with DOES;
- (5) Total number of all District residents hired for the reporting period and the cumulative total number of District residents hired; and
- (6) Total number of all employees hired for the reporting period and the cumulative total number of employees hired, including:
 - (a) Name;
 - (b) Social security number;
 - (c) Job title;
 - (d) Hire date;
 - (e) Residence; and
 - (f) Referral source for all new hires.

H.5.4 If the contract amount is equal to or greater than \$100,000, the Contractor agrees that 51% of the new employees hired for the contract shall be District residents.

H.5.5 With the submission of the Contractor’s final request for payment from the District, the Contractor shall:

- (1) Document in a report to the CO its compliance with section H.5.4 of this clause; or
- (2) Submit a request to the CO for a waiver of compliance with section H.5.4 and include the following documentation:

- (a) Material supporting a good faith effort to comply;
- (b) Referrals provided by DOES and other referral sources;
- (c) Advertisement of job openings listed with DOES and other referral sources; and
- (d) Any documentation supporting the waiver request pursuant to section H.5.6.

H.5.6 The CO may waive the provisions of section H.5.4 if the CO finds that:

- (1) A good faith effort to comply is demonstrated by the Contractor;
- (2) The Contractor is located outside the Washington Standard Metropolitan Statistical Area and none of the contract work is performed inside the Washington Standard Metropolitan Statistical Area which includes the District of Columbia; the Virginia Cities of Alexandria, Falls Church, Manassas, Manassas Park, Fairfax, and Fredericksburg, the Virginia Counties of Fairfax, Arlington, Prince William, Loudoun, Stafford, Clarke, Warren, Fauquier, Culpeper, Spotsylvania, and King George; the Maryland Counties of Montgomery, Prince Georges, Charles, Frederick, and Calvert; and the West Virginia Counties of Berkeley and Jefferson.
- (3) The Contractor enters into a special workforce development training or placement arrangement with DOES; or
- (4) DOES certifies that there are insufficient numbers of District residents in the labor market possessing the skills required by the positions created as a result of the contract.

H.5.7 Upon receipt of the contractor's final payment request and related documentation pursuant to sections H.5.5 and H.5.6, the CO shall determine whether the Contractor is in compliance with section H.5.4 or whether a waiver of compliance pursuant to section H.5.6 is justified. If the CO determines that the Contractor is in compliance, or that a waiver of compliance is justified, the CO shall, within two business days of making the determination forward a copy of the determination to the agency Chief Financial Officer and the CA.

H.5.8 Willful breach of the First Source Employment Agreement, or failure to submit the report pursuant to section H.5.5, or deliberate submission of falsified data, may be enforced by the CO through imposition of penalties, including monetary fines of 5% of the total amount of the direct and indirect labor costs of the contract. The Contractor shall make payment to DOES. The Contractor may appeal to the D.C. Contract Appeals Board as provided in this contract any decision of the CO pursuant to this section H.5.8.

H.5.9 The provisions of sections H.5.4 through H.5.8 do not apply to nonprofit organizations.

H.6 SECTION 504 OF THE REHABILITATION ACT OF 1973, as amended.

During the performance of the contract, the Contractor and any of its subcontractors shall comply with Section 504 of the Rehabilitation Act of 1973, as amended. This Act prohibits discrimination against disabled people in federally funded programs and activities. See 29 U.S.C. § 794 *et seq.*

H.7 AMERICANS WITH DISABILITIES ACT OF 1990 (ADA)

During the performance of this contract, the Contractor and any of its subcontractors shall comply with the ADA. The ADA makes it unlawful to discriminate in employment against a qualified individual with a disability. See 42 U.S.C. §12101 *et seq.*

H.8 WAY TO WORK AMENDMENT ACT OF 2006

- H.8.1** Except as described in H.8.8 below, the Contractor shall comply with Title I of the Way to Work Amendment Act of 2006, effective June 8, 2006 (D.C. Law 16-118, D.C. Official Code §2-220.01 *et seq.*) (“Living Wage Act of 2006”), for contracts for services in the amount of \$100,000 or more in a 12-month period.
- H.8.2** The Contractor shall pay its employees and subcontractors who perform services under the contract no less than the current living wage published on the OCP website at www.ocp.dc.gov.
- H.8.3** The Contractor shall include in any subcontract for \$15,000 or more a provision requiring the subcontractor to pay its employees who perform services under the contract no less than the current living wage rate.
- H.8.4** The DOES may adjust the living wage annually and the OCP will publish the current living wage rate on its website at www.ocp.dc.gov.
- H.8.5** The Contractor shall provide a copy of the Fact Sheet attached as J.6 to each employee and subcontractor who performs services under the contract. The Contractor shall also post the Notice attached as J.5 in a conspicuous place in its place of business. The Contractor shall include in any subcontract for \$15,000 or more a provision requiring the subcontractor to post the Notice in a conspicuous place in its place of business.
- H.8.6** The Contractor shall maintain its payroll records under the contract in the regular course of business for a period of at least three (3) years from the payroll date, and shall include this requirement in its subcontracts for \$15,000 or more under the contract.
- H.8.7** The payment of wages required under the Living Wage Act of 2006 shall be consistent with and subject to the provisions of D.C. Official Code §32-1301 *et seq.*
- H.8.8** The requirements of the Living Wage Act of 2006 do not apply to:
- (1) Contracts or other agreements that are subject to higher wage level determinations required by federal law;
 - (2) Existing and future collective bargaining agreements, provided, that the future collective bargaining agreement results in the employee being paid no less than the established living wage;
 - (3) Contracts for electricity, telephone, water, sewer or other services provided by a regulated utility;
 - (4) Contracts for services needed immediately to prevent or respond to a disaster or eminent threat to public health or safety declared by the Mayor;
 - (5) Contracts or other agreements that provide trainees with additional services including, but not limited to, case management and job readiness services; provided that the trainees do not replace employees subject to the Living Wage Act of 2006;
 - (6) An employee under 22 years of age employed during a school vacation period, or enrolled as a full-time student, as defined by the respective institution, who is in high school or at an

accredited institution of higher education and who works less than 25 hours per week; provided that he or she does not replace employees subject to the Living Wage Act of 2006;

(7) Tenants or retail establishments that occupy property constructed or improved by receipt of government assistance from the District of Columbia; provided, that the tenant or retail establishment did not receive direct government assistance from the District;

(8) Employees of nonprofit organizations that employ not more than 50 individuals and qualify for taxation exemption pursuant to section 501(c)(3) of the Internal Revenue Code of 1954, approved August 16, 1954 (68A Stat. 163; 26 U.S.C. § 501(c)(3));

(9) Medicaid provider agreements for direct care services to Medicaid recipients, provided, that the direct care service is not provided through a home care agency, a community residence facility, or a group home for mentally retarded persons as those terms are defined in section 2 of the Health-Care and Community Residence Facility, Hospice, and Home Care Licensure Act of 1983, effective February 24, 1984 (D.C. Law 5-48; D.C. Official Code § 44-501); and

(10) Contracts or other agreements between managed care organizations and the Health Care Safety Net Administration or the Medicaid Assistance Administration to provide health services.

H.8.9 The Mayor may exempt a contractor from the requirements of the Living Wage Act of 2006, subject to the approval of Council, in accordance with the provisions of Section 109 of the Living Wage Act of 2006.

H.9 SUBCONTRACTING REQUIREMENTS

H.9.1 Mandatory Subcontracting Requirements

H.9.1.1 For contracts in excess of \$250,000, at least 35% of the dollar volume shall be subcontracted to certified small business enterprises; provided, however, that the costs of materials, goods, and supplies shall not be counted towards the 35% subcontracting requirement unless such materials, goods and supplies are purchased from certified small business enterprises.

H.9.1.2 If there are insufficient qualified small business enterprises to completely fulfill the requirement of paragraph H.9.1.1, then the subcontracting may be satisfied by subcontracting 35% of the dollar volume to any certified business enterprises; provided, however, that all reasonable efforts shall be made to ensure that qualified small business enterprises are significant participants in the overall subcontracting work.

H.9.1.3 A prime contractor which is certified as a small, local or disadvantaged business enterprise shall not be required to comply with the provisions of sections H.9.1.1 and H.9.1.2.

H.9.2 Subcontracting Plan

If the prime contractor is required by law to subcontract under this contract, it must subcontract at least 35% of the dollar volume of this contract in accordance with the provisions of section H.9.1. The prime contractor responding to this solicitation which is required to subcontract shall be required to submit with its proposal, a notarized statement detailing its subcontracting plan. Proposals responding to this RFP shall be deemed nonresponsive and shall be rejected if the offeror is required to subcontract, but fails to submit a subcontracting plan with its proposal. Once the plan is approved by the CO, changes to the

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plan will only occur with the prior written approval of the CO and the Director of DSLBD. Each subcontracting plan shall include the following:

- H.9.2.1** A description of the goods and services to be provided by SBEs or, if insufficient qualified SBEs are available, by any certified business enterprises;
 - H.9.2.2** A statement of the dollar value of the bid that pertains to the subcontracts to be performed by the SBEs or, if insufficient qualified SBEs are available, by any certified business enterprises;
 - H.9.2.3** The names and addresses of all proposed subcontractors who are SBEs or, if insufficient SBEs are available, who are certified business enterprises;
 - H.9.2.4** The name of the individual employed by the prime contractor who will administer the subcontracting plan, and a description of the duties of the individual;
 - H.9.2.5** A description of the efforts the prime contractor will make to ensure that SBEs, or, if insufficient SBEs are available, that certified business enterprises will have an equitable opportunity to compete for subcontracts;
 - H.9.2.6** In all subcontracts that offer further subcontracting opportunities, assurances that the prime contractor will include a statement, approved by the contracting officer, that the subcontractor will adopt a subcontracting plan similar to the subcontracting plan required by the contract;
 - H.9.2.7** Assurances that the prime contractor will cooperate in any studies or surveys that may be required by the contracting officer, and submit periodic reports, as requested by the contracting officer, to allow the District to determine the extent of compliance by the prime contractor with the subcontracting plan;
 - H.9.2.8** A list of the type of records the prime contractor will maintain to demonstrate procedures adopted to comply with the requirements set forth in the subcontracting plan, and assurances that the prime contractor will make such records available for review upon the District's request; and
 - H.9.2.9** A description of the prime contractor's recent effort to locate SBEs or, if insufficient SBEs are available, certified business enterprises, and to award subcontracts to them.
- H.9.3 Subcontracting Plan Compliance Reporting.** If the Contractor has an approved subcontracting plan required by law under this contract, the Contractor shall submit to the CO and the Director of DSLBD, no later than the 21st of each month following execution of the contract, a Subcontracting Plan Compliance Report to verify its compliance with the subcontracting requirements for the preceding month. The monthly subcontracting plan compliance report shall include the following information:
- H.9.3.1** The dollar amount of the contract or procurement;
 - H.9.3.2** A brief description of the goods procured or the services contracted for;

- H.9.3.3 The name of the business enterprise from which the goods were procured or services contracted;
- H.9.3.4 Whether the subcontractors to the contract are currently certified business enterprises;
- H.9.3.5 The dollar percentage of the contract awarded to SBEs, or if insufficient SBEs, to other certified business enterprises;
- H.9.3.6 A description of the activities the Contractor engaged in, in order to achieve the subcontracting requirements set forth in its plan; and
- H.9.3.7 A description of any changes to the activities the Contractor intends to make by the next month to achieve the requirements set forth in its plan.

H.9.4 Subcontractor Standards

- H.9.4.1 A prime contractor shall ensure that subcontractors meet the criteria for responsibility described in D.C. Official Code § 2-353.01.

H.9.5 Enforcement and Penalties for Breach of Subcontracting Plan

- H.9.5.1 If during the performance of this contract, the Contractor fails to comply with its approved subcontracting plan, and the CO determines the Contractor's failure to be a material breach of the contract, the CO shall have cause to terminate the contract under the default clause of the Standard Contract Provisions.
- H.9.5.2 There shall be a rebuttable presumption that a contractor willfully breached its approved subcontracting plan if the contractor (i) fails to submit any required monitoring or compliance report; or (ii) submits a monitoring or compliance report with the intent to defraud.
- H.9.5.3 A contractor that is found to have willfully breached its approved subcontracting plan for utilization of certified business enterprises in the performance of a contract shall be subject to the imposition of penalties, including monetary fines of \$15,000 or 5% of the total amount of the work that the contractor was to subcontract to certified business enterprises, whichever is greater, for each such breach.

H.10 DIVERSION, REASSIGNMENT AND REPLACEMENT OF KEY PERSONNEL

The key personnel specified in the contract are considered to be essential to the work being performed hereunder. Prior to diverting any of the specified key personnel for any reason, the Contractor shall notify the CO at least thirty (30) calendar days in advance and shall submit justification, including proposed substitutions, in sufficient detail to permit evaluation of the impact upon the contract. The Contractor shall obtain written approval of the CO for any proposed substitution of key personnel.

SECTION I: CONTRACT CLAUSES

I.1 APPLICABILITY OF STANDARD CONTRACT PROVISIONS

The Standard Contract Provisions for use with District of Columbia Government Supplies and Services Contracts dated July 2010 (“SCP”) are incorporated as part of the contract. To obtain a copy of the SCP go to www.ocp.dc.gov, click on OCP Policies under the heading “Information”, then click on “Standard Contract Provisions – Supplies and Services Contracts”.

I.2 CONTRACTS THAT CROSS FISCAL YEARS

Continuation of this contract beyond the current fiscal year is contingent upon future fiscal appropriations.

I.3 CONFIDENTIALITY OF INFORMATION

The Contractor shall keep all information relating to any employee or customer of the District in absolute confidence and shall not use the information in connection with any other matters; nor shall it disclose any such information to any other person, firm or corporation, in accordance with the District and federal laws governing the confidentiality of records.

I.4 TIME

Time, if stated in a number of days, will include Saturdays, Sundays, and holidays, unless otherwise stated herein.

I.5 RIGHTS IN DATA

I.5.1 “Data,” as used herein, means recorded information, regardless of form or the media on which it may be recorded. The term includes technical data and computer software. The term does not include information incidental to contract administration, such as financial, administrative, cost or pricing, or management information.

I.5.2 The term “Technical Data”, as used herein, means recorded information, regardless of form or characteristic, of a scientific or technical nature. It may, for example, document research, experimental, developmental or engineering work, or be usable or used to define a design or process or to procure, produce, support, maintain, or operate material. The data may be graphic or pictorial delineations in media such as drawings or photographs, text in specifications or related performance or design type documents or computer printouts. Examples of technical data include research and engineering data, engineering drawings and associated lists, specifications, standards, process sheets, manuals, technical reports, catalog item identifications, and related information, and computer software documentation. Technical data does not include computer software or financial, administrative, cost and pricing, and management data or other information incidental to contract administration.

I.5.3 The term “Computer Software”, as used herein means computer programs and computer databases. “Computer Programs”, as used herein means a series of instructions or statements in a form acceptable to a computer, designed to cause the computer to execute an operation or

operations. "Computer Programs" include operating systems, assemblers, compilers, interpreters, data management systems, utility programs, sort merge programs, and automated data processing equipment maintenance diagnostic programs, as well as applications programs such as payroll, inventory control and engineering analysis programs. Computer programs may be either machine-dependent or machine-independent, and may be general purpose in nature or designed to satisfy the requirements of a particular user.

I.5.4 The term "computer databases", as used herein, means a collection of data in a form capable of being processed and operated on by a computer.

I.5.5 All data first produced in the performance of this Contract shall be the sole property of the District. The Contractor hereby acknowledges that all data, including, without limitation, computer program codes, produced by Contractor for the District under this Contract, are works made for hire and are the sole property of the District; but, to the extent any such data may not, by operation of law, be works made for hire, Contractor hereby transfers and assigns to the District the ownership of copyright in such works, whether published or unpublished. The Contractor agrees to give the District all assistance reasonably necessary to perfect such rights including, but not limited to, the works and supporting documentation and the execution of any instrument required to register copyrights. The Contractor agrees not to assert any rights in common law or in equity in such data. The Contractor shall not publish or reproduce such data in whole or in part or in any manner or form, or authorize others to do so, without written consent of the District until such time as the District may have released such data to the public.

I.5.6 The District will have restricted rights in data, including computer software and all accompanying documentation, manuals and instructional materials, listed or described in a license or agreement made a part of this contract, which the parties have agreed will be furnished with restricted rights, provided however, notwithstanding any contrary provision in any such license or agreement, such restricted rights shall include, as a minimum the right to:

I.5.6.1 Use the computer software and all accompanying documentation and manuals or instructional materials with the computer for which or with which it was acquired, including use at any District installation to which the computer may be transferred by the District;

I.5.6.2 Use the computer software and all accompanying documentation and manuals or instructional materials with a backup computer if the computer for which or with which it was acquired is inoperative;

I.5.6.3 Copy computer programs for safekeeping (archives) or backup purposes; and modify the computer software and all accompanying documentation and manuals or instructional materials, or combine it with other software, subject to the provision that the modified portions shall remain subject to these restrictions.

I.5.7 The restricted rights set forth in section I.5.6 are of no effect unless

(i) the data is marked by the Contractor with the following legend:

RESTRICTED RIGHTS LEGEND

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Use, duplication, or disclosure is subject to restrictions stated in Contract No. _____ with (Contractor's Name); and

- (ii) If the data is computer software, the related computer software documentation includes a prominent statement of the restrictions applicable to the computer software. The Contractor may not place any legend on the computer software indicating restrictions on the District's rights in such software unless the restrictions are set forth in a license or agreement made a part of the contract prior to the delivery date of the software. Failure of the Contractor to apply a restricted rights legend to such computer software shall relieve the District of liability with respect to such unmarked software.
- I.5.8** In addition to the rights granted in Section I.5.6 above, the Contractor hereby grants to the District a nonexclusive, paid-up license throughout the world, of the same scope as restricted rights set forth in Section I.5.6 above, under any copyright owned by the Contractor, in any work of authorship prepared for or acquired by the District under this contract. Unless written approval of the CO is obtained, the Contractor shall not include in technical data or computer software prepared for or acquired by the District under this contract any works of authorship in which copyright is not owned by the Contractor without acquiring for the District any rights necessary to perfect a copyright license of the scope specified in the first sentence of this paragraph.
- I.5.9** Whenever any data, including computer software, are to be obtained from a subcontractor under this contract, the Contractor shall use this clause, I.5, Rights in Data, in the subcontract, without alteration, and no other clause shall be used to enlarge or diminish the District's or the Contractor's rights in that subcontractor data or computer software which is required for the District.
- I.5.10** For all computer software furnished to the District with the rights specified in Section I.5.5, the Contractor shall furnish to the District, a copy of the source code with such rights of the scope specified in Section I.5.5. For all computer software furnished to the District with the restricted rights specified in Section I.5.6, the District, if the Contractor, either directly or through a successor or affiliate shall cease to provide the maintenance or warranty services provided the District under this contract or any paid-up maintenance agreement, or if Contractor should be declared bankrupt or insolvent by a court of competent jurisdiction, shall have the right to obtain, for its own and sole use only, a single copy of the then current version of the source code supplied under this contract, and a single copy of the documentation associated therewith, upon payment to the person in control of the source code the reasonable cost of making each copy.
- I.5.11** The Contractor shall indemnify and save and hold harmless the District, its officers, agents and employees acting within the scope of their official duties against any liability, including costs and expenses, (i) for violation of proprietary rights, copyrights, or rights of privacy, arising out of the publication, translation, reproduction, delivery, performance, use or disposition of any data furnished under this contract, or (ii) based upon any data furnished under this contract, or based upon libelous or other unlawful matter contained in such data.
- I.5.12** Nothing contained in this clause shall imply a license to the District under any patent, or be construed as affecting the scope of any license or other right otherwise granted to the District under any patent.

I.5.13 Paragraphs I.5.6, I.5.7, I.5.8, I.5.11 and I.5.12 above are not applicable to material furnished to the Contractor by the District and incorporated in the work furnished under contract, provided that such incorporated material is identified by the Contractor at the time of delivery of such work.

I.6 OTHER CONTRACTORS

The Contractor shall not commit or permit any act that will interfere with the performance of work by another District contractor or by any District employee.

I.7 SUBCONTRACTS

The Contractor hereunder shall not subcontract any of the Contractor's work or services to any subcontractor without the prior written consent of the CO. Any work or service so subcontracted shall be performed pursuant to a subcontract agreement, which the District will have the right to review and approve prior to its execution by the Contractor. Any such subcontract shall specify that the Contractor and the subcontractor shall be subject to every provision of this contract. Notwithstanding any such subcontract approved by the District, the Contractor shall remain liable to the District for all Contractor's work and services required hereunder.

I.8 INSURANCE

A. **GENERAL REQUIREMENTS.** The Contractor shall procure and maintain, during the entire period of performance under this contract, the types of insurance specified below. The Contractor shall have its insurance broker or insurance company submit a Certificate of Insurance to the CO giving evidence of the required coverage prior to commencing performance under this contract. In no event shall any work be performed until the required Certificates of Insurance signed by an authorized representative of the insurer(s) have been provided to, and accepted by, the CO. All insurance shall be written with financially responsible companies authorized to do business in the District of Columbia or in the jurisdiction where the work is to be performed and have an A.M. Best Company rating of A-VIII or higher. The Contractor shall require all of its subcontractors to carry the same insurance required herein. The Contractor shall ensure that all policies provide that the CO shall be given thirty (30) days prior written notice in the event the stated limit in the declarations page of the policy is reduced via endorsement or the policy is canceled prior to the expiration date shown on the certificate. The Contractor shall provide the CO with ten (10) days prior written notice in the event of non-payment of premium.

1. Commercial General Liability Insurance. The Contractor shall provide evidence satisfactory to the CO with respect to the services performed that it carries \$1,000,000 per occurrence limits; \$2,000,000 aggregate; Bodily Injury and Property Damage including, but not limited to: premises-operations; broad form property damage; Products and Completed Operations; Personal and Advertising Injury; contractual liability and independent contractors. The policy coverage shall include the District of Columbia as an additional insured, shall be primary and non-contributory with any other insurance maintained by the District of Columbia, and

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shall contain a waiver of subrogation. The Contractor shall maintain Completed Operations coverage for five (5) years following final acceptance of the work performed under this contract.

2. Automobile Liability Insurance. The Contractor shall provide automobile liability insurance to cover all owned, hired or non-owned motor vehicles used in conjunction with the performance of this contract. The policy shall provide a \$1,000,000 per occurrence combined single limit for bodily injury and property damage.
3. Workers' Compensation Insurance. The Contractor shall provide Workers' Compensation insurance in accordance with the statutory mandates of the District of Columbia or the jurisdiction in which the contract is performed.

Employer's Liability Insurance. The Contractor shall provide employer's liability insurance as follows: \$500,000 per accident for injury; \$500,000 per employee for disease; and \$500,000 for policy disease limit.

4. Professional Liability Insurance (Errors & Omissions). The Contractor shall provide Professional Liability Insurance (Errors and Omissions) to cover liability resulting from any error or omission in the performance of professional services under this Contract. The policy shall provide limits of \$1,000,000 per occurrence for each wrongful act and \$1,000,000 annual aggregate.

The Contractor shall maintain this insurance for five (5) years following the District's final acceptance of the work performed under this contract.

- B. **DURATION.** The Contractor shall carry all required insurance until all contract work is accepted by the District, and shall carry the required General Liability; any required Professional Liability; and any required Employment Practices Liability insurance for five (5) years following final acceptance of the work performed under this contract.
- C. **LIABILITY.** These are the required minimum insurance requirements established by the District of Columbia. **HOWEVER, THE REQUIRED MINIMUM INSURANCE REQUIREMENTS PROVIDED ABOVE WILL NOT IN ANY WAY LIMIT THE CONTRACTOR'S LIABILITY UNDER THIS CONTRACT.**
- D. **CONTRACTOR'S PROPERTY.** Contractor and subcontractors are solely responsible for any loss or damage to their personal property, including but not limited to tools and equipment, scaffolding and temporary structures, rented machinery, or owned and leased equipment. A waiver of subrogation shall apply in favor of the District of Columbia.
- E. **MEASURE OF PAYMENT.** The District shall not make any separate measure or payment for the cost of insurance and bonds. The Contractor shall include all of the costs of insurance and bonds in the contract price.

- F. NOTIFICATION. The Contractor shall immediately provide the CO with written notice in the event that its insurance coverage has or will be substantially changed, canceled or not renewed, and provide an updated certificate of insurance to the CO.
- G. CERTIFICATES OF INSURANCE. The Contractor shall submit certificates of insurance giving evidence of the required coverage as specified in this section prior to commencing work. Evidence of insurance shall be submitted to the Contracting Officer.
- H. DISCLOSURE OF INFORMATION. The Contractor agrees that the District may disclose the name and contact information of its insurers to any third party which presents a claim against the District for any damages or claims resulting from or arising out of work performed by the Contractor, its agents, employees, servants or subcontractors in the performance of this contract.

I.9 EQUAL EMPLOYMENT OPPORTUNITY

In accordance with the District of Columbia Administrative Issuance System, Mayor's Order 85-85 dated June 10, 1985, the forms for completion of the Equal Employment Opportunity Information Report are incorporated herein as Section J.3. An award cannot be made to any offeror who has not satisfied the equal employment requirements.

I.10 ORDER OF PRECEDENCE

The contract awarded as a result of this RFP will contain the following clause:

ORDER OF PRECEDENCE

A conflict in language shall be resolved by giving precedence to the document in the highest order of priority that contains language addressing the issue in question. The following documents are incorporated into the contract by reference and made a part of the contract in the following order of precedence:

- (1) An applicable Court Order, if any
- (2) Contract document
- (3) Standard Contract Provisions
- (4) Contract attachments other than the Standard Contract Provisions
- (5) RFP, as amended
- (6) BAFOs (in order of most recent to earliest)
- (7) Proposal

I.11 CONTRACTS IN EXCESS OF ONE MILLION DOLLARS

Any contract in excess of \$1,000,000 shall not be binding or give rise to any claim or demand against the District until approved by the Council of the District of Columbia and signed by the CO.

I.12 GOVERNING LAW

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This contract, and any disputes arising out of or related to this contract, shall be governed by, and construed in accordance with, the laws of the District of Columbia.

SECTION J: ATTACHMENTS

The following list of attachments is incorporated into the solicitation by reference

Attachment Number	Document
J.1	Government of the District of Columbia Standard Contract Provisions for Use with the Supplies and Services Contracts (July 2010) available at www.ocp.dc.gov click on "Solicitation Attachments"
J.2	U.S. Department of Labor Wage Determination No: 2005-2103, Revision No.: 12, 6/13/12
J.3	Office of Local Business Development Equal Employment Opportunity Information Report and Mayor's Order 85-85 available at www.ocp.dc.gov click on "Solicitation Attachments"
J.4	Department of Employment Services First Source Employment Agreement available at www.ocp.dc.gov click on "Solicitation Attachments"
J.5	Way to Work Amendment Act of 2006 - Living Wage Notice
J.6	Way to Work Amendment Act of 2006 - Living Wage Fact Sheet
J.7	Tax Certification Affidavit
J.8	Bidder/Offeror Certifications available at www.ocp.dc.gov click on "Solicitation Attachments"

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**SECTION K: REPRESENTATIONS, CERTIFICATIONS AND OTHER
STATEMENTS OF OFFERORS**

Bidder/Offeror Certification Form

available at www.ocp.dc.gov click on "Solicitation Attachments"

SECTION L: INSTRUCTIONS, CONDITIONS AND NOTICES TO OFFERORS

L.1 CONTRACT AWARD

L.1.1 Most Advantageous to the District

The District intends to award a single contract resulting from this solicitation to the responsible offeror whose offer conforming to the solicitation will be most advantageous to the District, cost or price, technical and other factors, specified elsewhere in this solicitation considered.

L.1.2 Initial Offers

The District may award a contract on the basis of initial offers received, without discussion. Therefore, each initial offer should contain the offeror's best terms from a standpoint of cost or price, technical and other factors.

L.2 PROPOSAL ORGANIZATION AND CONTENT

L.2.1 This solicitation will be conducted electronically using the District's Ariba E-Sourcing system. To be considered, an offeror must submit the required attachments via the Ariba E-Sourcing system before the closing date and time. Paper, telephonic, telegraphic, and facsimile proposals may not be accepted.

L.2.2 All attachments shall be submitted as a .pdf file. The District will not be responsible for corruption of any file submitted. If the submitted file cannot be viewed and printed as submitted, it will not be considered.

L.2.3 The offeror shall submit two (2) attachments in its electronic submittal: (1) a technical proposal, and (2) a price proposal. **Please note that each attachment is limited to a maximum size of 25 MB.**

L.2.4 The offeror shall label each attachment, i.e., "Technical Proposal", "Price Proposal."

L.2.4.1 The offeror shall include in its Technical Proposal the following:

A. Technical Approach

- Description of the offeror's approach to developing (1) alternatives for managing the District's solid waste that captures the energy and imbedded value of the managed material streams, (2) an evaluation strategy and framework that will quantitatively compare the natural and financial capital required of each alternative, (3) the process to identify siting, regulatory, institutional and legal requirements for each alternative, and (4) the framework of a public participation process and staff and facilitate stakeholder technical workgroup(s) to provide review and input on the project progress and deliverables

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- Description of the management approach to be employed, including the offeror's project management plan and organizational structure to complete the requirements as stated in the Statement of Work.

B. Technical Expertise

- Description of professional work experience, both firm and individual experiences of each team member assigned to the project, including experience in collecting, preparing and presenting project plans and recommendations from municipal solid waste collection studies including modeling, statistical evaluation and outcomes of such studies that have been implemented.
- Resumes or Qualification Statements for each proposed person to be assigned to this project.

C. Past Performance

- Three letters of reference from municipalities for whom the offeror has provided similar solid waste consulting services detailing the types of services and the client's satisfaction.
- Discussion of the offeror's experience in assisting in the implementation of a jurisdiction's decision regarding managing solid waste as a result of the recommendations provided by the offeror.

L.2.4.2 The offeror shall include in its Price Proposal the following:

- A. Completed Section B.3 with a list of all labor categories proposed to be assigned to this project and the labor rates.

L.2.5 Offerors are directed to the specific proposal evaluation criteria found in Section M of this solicitation, Evaluation Factors. The offeror shall respond to each factor in a way that will allow the District to evaluate the offeror's response. The offeror shall submit information in a clear, concise, factual and logical manner providing a comprehensive description of program supplies and services and delivery thereof. The information requested for the technical proposal shall facilitate evaluation for all proposals. The technical proposal must contain sufficient detail to provide a clear and concise response fully reflecting the manner in which the offeror proposes to fully meet the requirements in Section C.

L.2.6 The bidders shall complete, sign and submit all Representations, Certifications and Acknowledgments as appropriate.

L.3 REQUIREMENT FOR AN ELECTRONIC COPY OF PROPOSALS TO BE MADE AVAILABLE TO THE PUBLIC

In addition to the proposal submission requirements in Section L.2 above, the offeror must submit an electronic copy of its proposal, redacted in accordance with any applicable exemptions from disclosure under D.C. Official Code §2-534. Redacted copies of the offeror's

proposal must be submitted by e-mail attachment to the contact person designated in the solicitation. D.C. Official Code §2-536(b) requires the District to make available electronically copies of records that must be made public. The District's policy is to release documents relating to District proposals following award of the contract, subject to applicable FOIA exemption under §2-534(a)(1). Successful proposals will be published on the OCP Internet in accordance with D.C. Official Code §2-361.04, subject to applicable FOIA exemptions.

L.4 PROPOSAL SUBMISSION DATE AND TIME, AND LATE SUBMISSIONS, LATE MODIFICATIONS, WITHDRAWAL OR MODIFICATION OF PROPOSALS AND LATE PROPOSALS

L.4.1 Proposal Submission

L.4.1.1 Proposals must be fully uploaded into the District's E-Sourcing system no later than the closing date and time. The system will not allow late proposals, modifications to proposals, or requests for withdrawals after the exact closing date and time.

L.4.1.2 Paper, telephonic, telegraphic, and facsimile proposals may not be accepted or considered for award.

L.4.1.3 It is solely the offeror's responsibility to ensure that it begins the upload process in sufficient time to get the attachment uploaded into the District's E-Sourcing system before the closing time. **(PLEASE NOTE: DO NOT USE MICROSOFT INTERNET EXPLORER VERSION 9 TO UPLOAD THE ATTACHMENTS).**

L.4.2 Withdrawal or Modification of Proposals

An offeror may modify or withdraw its proposal via the District's E-Sourcing system at any time before the closing date and time for receipt of proposals.

L.4.3 Late Proposals

The District's E-Sourcing system will not accept late proposals or modifications to proposals after the closing date and time for receipt of proposals.

L.4.4 Late Modifications

A late modification of a successful proposal, which makes its terms more favorable to the District, shall be considered at any time it is received and may be accepted.

L.5 EXPLANATION TO PROSPECTIVE OFFERORS

If a prospective offeror has any questions relating to this solicitation, the prospective offeror shall submit the question electronically via the District's E-Sourcing system's instructions. The prospective offeror should submit questions no later than five (5) days prior to the closing date and time indicated for this solicitation. The District may not consider any questions received less than five (5) days before the date set for submission of proposals. The District will furnish responses via the District's E-Sourcing system's messaging process. An amendment to the

solicitation will be issued if the CO decides that information is necessary in submitting offers, or if the lack of it would be prejudicial to any prospective offeror. Oral explanations or instructions given by District officials before the award of the contract will not be binding.

L.6 RESTRICTION ON DISCLOSURE AND USE OF DATA

L.6.1 Offerors who include in their proposal data that they do not want disclosed to the public or used by the District except for use in the procurement process shall mark the title page with the following legend:

"This proposal includes data that shall not be disclosed outside the District and shall not be duplicated, used or disclosed in whole or in part for any purpose except for use in the procurement process.

If, however, a contract is awarded to this offeror as a result of or in connection with the submission of this data, the District will have the right to duplicate, use, or disclose the data to the extent consistent with the District's needs in the procurement process. This restriction does not limit the District's rights to use, without restriction, information contained in this proposal if it is obtained from another source. The data subject to this restriction are contained in sheets (insert page numbers or other identification of sheets)."

L.6.2 Mark each sheet of data it wishes to restrict with the following legend:

"Use or disclosure of data contained on this sheet is subject to the restriction on the title page of this proposal."

L.7 PROPOSALS WITH OPTION YEARS

The offeror shall include option year prices in its price/cost proposal. An offer may be determined to be unacceptable if it fails to include pricing for the option year(s).

L.8 PROPOSAL PROTESTS

Any actual or prospective offeror or contractor who is aggrieved in connection with the solicitation or award of a contract, must file with the D.C. Contract Appeals Board (Board) a protest no later than ten (10) business days after the basis of protest is known or should have been known, whichever is earlier. A protest based on alleged improprieties in a solicitation which are apparent at the time set for receipt of initial proposals shall be filed with the Board prior to the time set for receipt of initial proposals. In procurements in which proposals are requested, alleged improprieties which do not exist in the initial solicitation, but which are subsequently incorporated into the solicitation, must be protested no later than the next closing time for receipt of proposals following the incorporation. The protest shall be filed in writing, with the Contract Appeals Board, 441 4th Street, N.W., Suite 350N, Washington, D.C. 20001. The aggrieved person shall also mail a copy of the protest to the CO for the solicitation.

L.9 UNNECESSARILY ELABORATE PROPOSALS

Unnecessarily elaborate brochures or other presentations beyond those sufficient to present a complete and effective response to this solicitation are not desired and may be construed as an indication of the offeror's lack of cost consciousness. Elaborate artwork, expensive visual and other presentation aids are neither necessary nor desired.

L.10 RETENTION OF PROPOSALS

All proposal documents will be the property of the District and retained by the District, and therefore will not be returned to the offerors.

L.11 PROPOSAL COSTS

The District is not liable for any costs incurred by the offerors in submitting proposals in response to this solicitation.

L.12 CERTIFICATES OF INSURANCE

Prior to commencing work, the Contractor shall have its insurance broker or insurance company submit certificates of insurance giving evidence of the required coverages as specified in Section I.8 to the Contracting Officer.

L.13 ACKNOWLEDGMENT OF AMENDMENTS

The offeror shall acknowledge receipt of any amendment to this solicitation electronically via the District's E-Sourcing system's messaging process. The District must receive the acknowledgment by the date and time specified for receipt of proposals. An offeror's failure to acknowledge an amendment may result in rejection of its offer.

L.14 BEST AND FINAL OFFERS

If, subsequent to receiving original proposals, negotiations are conducted, all offerors within the competitive range will be so notified and will be provided an opportunity to submit written best and final offers at the designated date and time. Best and final offers will be subject to the Late Submissions, Late Modifications and Late Withdrawals of Proposals provisions of the solicitation. After receipt of best and final offers, no discussions will be reopened unless the CO determines that it is clearly in the District's best interest to do so, e.g., it is clear that information available at that time is inadequate to reasonably justify contractor selection and award based on the best and final offers received. If discussions are reopened, the CO shall issue an additional request for best and final offers to all offerors still within the competitive range.

L.15 LEGAL STATUS OF OFFEROR

Each proposal must provide the following information:

L.15.1 Name, address, telephone number and federal tax identification number of offeror;

L.15.2 A copy of each District of Columbia license, registration or certification that the offeror is required by law to obtain. This mandate also requires the offeror to provide a copy of the executed "Clean Hands Certification" that is referenced in D.C. Official Code §47-2862, if the offeror is required by law to make such certification. If the offeror is a corporation or partnership and does not provide a copy of its license, registration or certification to transact business in the District of Columbia, the offer shall certify its intent to obtain the necessary

license, registration or certification prior to contract award or its exemption from such requirements; and

L.15.3 If the offeror is a partnership or joint venture, the names and addresses of the general partners or individual members of the joint venture, and copies of any joint venture or teaming agreements.

L.16 FAMILIARIZATION WITH CONDITIONS

Offerors shall thoroughly familiarize themselves with the terms and conditions of this solicitation, acquainting themselves with all available information regarding difficulties which may be encountered, and the conditions under which the work is to be accomplished. Contractors will not be relieved from assuming all responsibility for properly estimating the difficulties and the cost of performing the services required herein due to their failure to investigate the conditions or to become acquainted with all information, schedules and liability concerning the services to be performed.

L.17 GENERAL STANDARDS OF RESPONSIBILITY

The prospective contractor must demonstrate to the satisfaction of the District its capability in all respects to perform fully the contract requirements; therefore, the prospective contractor must submit relevant documentation within five (5) days of the request by the District.

L.17.1 To be determined responsible, a prospective contractor must demonstrate that it:

- (a) Has adequate financial resources, or the ability to obtain such resources, required to perform the contract;
- (b) Is able to comply with the required or proposed delivery or performance schedule, taking into consideration all existing commercial and governmental business commitments;
- (c) Has a satisfactory performance record;
- (d) Has a satisfactory record of integrity and business ethics;
- (e) Has a satisfactory record of compliance with the applicable District licensing and tax laws and regulations;
- (f) Has a satisfactory record of compliance with labor and civil rights laws and rules, and the First Source Employment Agreement Act of 1984, as amended, D.C. Official Code §2-219.01 *et seq.*;
- (g) Has, or has the ability to obtain, the necessary organization, experience, accounting, and operational control, and technical skills;
- (h) Has, or has the ability to obtain, the necessary production, construction, technical equipment, and facilities;
- (i) Has not exhibited a pattern of overcharging the District;

Solicitation Doc97300
Solid Waste Management Consulting Services

- (j) Does not have an outstanding debt with the District or the federal government in a delinquent status; and
- (k) Is otherwise qualified and is eligible to receive an award under applicable laws and regulations.

L.17.2 If the prospective contractor fails to supply the information requested, the CO shall make the determination of responsibility or nonresponsibility based upon available information. If the available information is insufficient to make a determination of responsibility, the CO shall determine the prospective contractor to be nonresponsible.

L.19 KEY PERSONNEL

L.19.1 The District considers the following positions to be key personnel for this contract: Project Manager, and Consultants/Analysts.

L.19.2 The offeror shall set forth in its proposal the names and reporting relationships of the key personnel the offeror will use to perform the work under the proposed contract. Their resumes shall be included. The hours that each will devote to the contract shall be provided in total and broken down by task.

SECTION M - EVALUATION FACTORS

M.1 EVALUATION FOR AWARD

The contract will be awarded to the responsible offeror whose offer is most advantageous to the District, based upon the evaluation criteria specified below. Thus, while the points in the evaluation criteria indicate their relative importance, the total scores will not necessarily be determinative of the award. Rather, the total scores will guide the District in making an intelligent award decision based upon the evaluation criteria.

M.2 TECHNICAL RATING

M.2.1 The Technical Rating Scale is as follows:

Numeric Rating	Adjective	Description
0	Unacceptable	Fails to meet minimum requirements; e.g., no demonstrated capacity, major deficiencies which are not correctable; offeror did not address the factor.
1	Poor	Marginally meets minimum requirements; major deficiencies which may be correctable.
2	Minimally Acceptable	Marginally meets minimum requirements; minor deficiencies which may be correctable.
3	Acceptable	Meets requirements; no deficiencies.
4	Good	Meets requirements and exceeds some requirements; no deficiencies.
5	Excellent	Exceeds most, if not all requirements; no deficiencies.

M.2.2 The technical rating is a weighting mechanism that will be applied to the point value for each evaluation factor to determine the offeror’s score for each factor. The offeror’s total technical score will be determined by adding the offeror’s score in each evaluation factor. For example, if an evaluation factor has a point value range of zero (0) to forty (40) points, using the Technical Rating Scale above, if the District evaluates the offeror’s response as “Good,” then the score for that evaluation factor is 4/5 of 40 or 32.

If subfactors are applied, the offeror’s total technical score will be determined by adding the offeror’s score for each subfactor. For example, if an evaluation factor has a point value range of zero (0) to forty (40) points, with two subfactors of twenty (20) points each, using the Technical Rating Scale above, if the District evaluates the offeror’s response as “Good” for the first subfactor and “Poor” for the second subfactor, then the total score for that evaluation

factor is 4/5 of 20 or 16 for the first subfactor plus 1/5 of 20 or 4 for the second subfactor, for a total of 20 for the entire factor.

M.3 EVALUATION CRITERIA

Proposals will be evaluated based on the following evaluation factors in the manner described below:

M.3.1 TECHNICAL CRITERIA (75 Points Maximum)

M.3.1.1 Technical Approach (Total Points Possible: 40 points)

- The Offeror has demonstrated its approach to (1) crafting alternatives for managing the District’s solid waste that maximizes the energy and imbedded value of the managed material streams , (2) developing an evaluation strategy and framework that will quantitatively compare the natural and financial capital required of each alternative (3) identifying siting, regulatory, institutional and legal requirements for each alternative , and (4) designing the framework of a public participation process and staff and facilitate stakeholder technical workgroup(s) to provide review and input on the project progress and deliverables
- The offeror has demonstrated its understanding of the requirements by the proposed management approach, including its project management plan and organizational structure to complete the requirements as stated in the Statement of Work.

M.3.1.2 Technical Expertise (Total Points Possible: 25 points)

The Offeror has described its professional work experience, both firm and individual experiences of each team member assigned to the project, including its experience in collecting, preparing and presenting project plans and recommendations from municipal solid waste collection studies including modeling, statistical evaluation and outcomes of such studies that have been implemented.

M.3.1.3 Past Performance (Total Points Possible: 10 points)

The Offeror has demonstrated its ability to perform the requirements of this RFP by its relevant, successful past performance on similar contracts. Past performance is the assessment of the future performance risk as reflected by actual past and current performance.

M.3.2 PRICE CRITERIA (25 Points)

The price evaluation will be objective. The offeror with the lowest average labor rate for the base period and option years will receive the maximum price points. All other proposals will receive a proportionately lower total score. The following formula will be used to determine each offeror's evaluated price score:

$$\frac{\text{Lowest price proposal}}{\text{-----}} \times 25 = \text{Evaluated price score}$$

Price of proposal being evaluated

M.3.3 PREFERENCE POINTS AWARDED PURSUANT TO SECTION M.5.2 (12 Points Maximum)

M.3.4 TOTAL POINTS (112 Points Maximum)

Total points shall be the cumulative total of the offeror's technical criteria points, price criterion points and preference points, if any.

M.4 EVALUATION OF OPTION YEARS

The District will evaluate offers for award purposes by evaluating the total price for all options as well as the base year. Evaluation of options shall not obligate the District to exercise them. The total District's requirements may change during the option years. Quantities to be awarded will be determined at the time each option is exercised.

M.5. PREFERENCES FOR CERTIFIED BUSINESS ENTERPRISES

Under the provisions of the "Small, Local, and Disadvantaged Business Enterprise Development and Assistance Act of 2005", as amended, D.C. Official Code § 2-218.01 *et seq.* (the Act), the District shall apply preferences in evaluating proposals from businesses that are small, local, disadvantaged, resident-owned, longtime resident, veteran-owned, local manufacturing, or local with a principal office located in an enterprise zone of the District of Columbia.

M.5.1 Application of Preferences

For evaluation purposes, the allowable preferences under the Act for this procurement shall be applicable to prime contractors as follows:

- M.5.1.1** Any prime contractor that is a small business enterprise (SBE) certified by the Department of Small and Local Business Development (DSLBD) will receive the addition of three points on a 100-point scale added to the overall score for proposals submitted by the SBE in response to this Request for Proposals (RFP).
- M.5.1.2** Any prime contractor that is a resident-owned business (ROB) certified by DSLBD will receive the addition of five points on a 100-point scale added to the overall score for proposals submitted by the ROB in response to this RFP.
- M.5.1.3** Any prime contractor that is a longtime resident business (LRB) certified by DSLBD will receive the addition of five points on a 100-point scale added to the overall score for proposals submitted by the LRB in response to this RFP.
- M.5.1.4** Any prime contractor that is a local business enterprise (LBE) certified by DSLBD will receive the addition of two points on a 100-point scale added to the overall score for proposals submitted by the LBE in response to this RFP.

- M.5.1.5** Any prime contractor that is a local business enterprise with its principal offices located in an enterprise zone (DZE) certified by DSLBD will receive the addition of two points on a 100-point scale added to the overall score for proposals submitted by the DZE in response to this RFP.
- M.5.1.6** Any prime contractor that is a disadvantaged business enterprise (DBE) certified by DSLBD will receive the addition of two points on a 100-point scale added to the overall score for proposals submitted by the DBE in response to this RFP.
- M.5.1.7** Any prime contractor that is a veteran-owned business (VOB) certified by DSLBD will receive the addition of two points on a 100-point scale added to the overall score for proposals submitted by the VOB in response to this RFP.
- M.5.1.8** Any prime contractor that is a local manufacturing business enterprise (LMBE) certified by DSLBD will receive the addition of two points on a 100-point scale added to the overall score for proposals submitted by the LMBE in response to this RFP.

M.5.2 Maximum Preference Awarded

Notwithstanding the availability of the preceding preferences, the maximum total preference to which a certified business enterprise is entitled under the Act is the equivalent of twelve (12) points on a 100-point scale for proposals submitted in response to this RFP. There will be no preference awarded for subcontracting by the prime contractor with certified business enterprises.

M.5.3 Preferences for Certified Joint Ventures

When DSLBD certifies a joint venture, the certified joint venture will receive preferences as a prime contractor for categories in which the joint venture and the certified joint venture partner are certified, subject to the maximum preference limitation set forth in the preceding paragraph.

M.5.4 Verification of Offeror's Certification as a Certified Business Enterprise

- M.5.4.1** Any vendor seeking to receive preferences on this solicitation must be certified at the time of submission of its proposal. The contracting officer will verify the offeror's certification with DSLBD, and the offeror should not submit with its proposal any documentation regarding its certification as a certified business enterprise.
- M.5.4.2** Any vendor seeking certification or provisional certification in order to receive preferences under this solicitation should contact the:

Department of Small and Local Business Development
ATTN: CBE Certification Program
441 Fourth Street, NW, Suite 970N
Washington DC 20001

- M.5.4.3** All vendors are encouraged to contact DSLBD at (202) 727-3900 if additional information is required on certification procedures and requirements.

M.6 EVALUATION OF PROMPT PAYMENT DISCOUNT

- M.6.1** Prompt payment discounts shall not be considered in the evaluation of offers. However, any discount offered will form a part of the award and will be taken by the District if payment is made within the discount period specified by the offeror.
- M.6.2** In connection with any discount offered, time will be computed from the date of delivery of the supplies to carrier when delivery and acceptance are at point of origin, or from date of delivery at destination when delivery, installation and acceptance are at that, or from the date correct invoice or voucher is received in the office specified by the District, if the latter date is later than date of delivery. Payment is deemed to be made for the purpose of earning the discount on the date of mailing of the District check.

Clemm, Hallie (DPW)

From: Shirl Wright [SWright@nmwda.org]
Sent: Friday, March 15, 2013 11:17 AM
To: Shirl Wright
Subject: 2013 Mid-Atlantic Regional Road-E-O (Registration Form & Sponsorship Opportunities)
Attachments: 2013 Road-E-O Registration and Waiver Form.pdf; Road-E-O 2013 Opportunities.pdf

Good Morning Chapter Members,

The 2013 Mid-Atlantic Regional Road-E-O is scheduled for Friday, June 7, 2013. For the second year in a row, the Mid-Atlantic Chapter will host the Road-E-O at the Maryland Environmental Service (MES) Midshore II Regional Solid Waste Facility in Ridgely, Maryland on the Eastern Shore. This year's Road-E-O will be comparable to previous years in regard to structure and cost. If you are interested in participating, please complete the attached Registration Application and Release and Waiver forms. Sponsorship opportunities are also available (information attached).

If you have any questions regarding the Road-E-O, please contact Chuck Ingram or Steve Lippy.

Chuck Ingram
Deputy Division Chief, MES
cingr@menv.com
410-729-8648 (O) or 443-685-5378 (C)

Steve Lippy
s.lippy@verizon.net
410-296-9150

Thanks, Shirl

Shirley A. Wright
Administrative Assistant/Network Administrator
Northeast Maryland Waste Disposal Authority
100 South Charles Street, Tower II - Suite 402
Baltimore, MD 21201-2705
T - (410) 333-2730 * F - (410) 333-2721
E-mail: swright@nmwda.org
www.nmwda.org * www.mdrecycles.org



2013 MID-ATLANTIC REGIONAL ROAD-E-O Registration Application

This year's landfill and truck events will be held at the Midshore II Regional Solid Waste Facility, 12236 River Rd., Ridgely, MD 21660 on Friday June 07, 2013. To compete in the 2013 SWANA Mid-Atlantic Regional Road-E-O, fill out this application and return to the address below.

This form must be completed by all contestants and submitted (mail or electronic) with the entry fee.

I. APPLICANT INFORMATION (PLEASE PRINT)

Name: (first name, last name) _____

Employer: _____

Work Address: _____

City/State/Zip: _____

Phone: _____ Fax: _____ Email: _____

II. EMPLOYEE CERTIFICATION

Is the participant or the participant's employer a SWANA Member? Yes No

Length of Employment (dates): _____

The employee has been employed as a driver/operator for the last _____ months during the following dates: _____

Equipment employee operates (type and manufacturer): _____

Has the employee's attendance been satisfactory? Yes No

I certify that the employee has had no chargeable accidents or moving violations within the last 12 months.

Employer's Signature

III. COMPETITION CATEGORY - The number of participants may be limited for each event, so register early! Please choose two events in order of preference. A minimum of three contestants will be required to run each event.

TRUCK DRIVER: Rear Loader - Roll-Off
Front Loader - Transfer Trailer - Recycle Truck

TRUCK MECHANIC

EQUIPMENT OPERATOR: Compactor - Dozer
Articulated Truck - Loader

EQUIPMENT MECHANIC

1st Choice _____

2nd Choice _____

First and second place winners are eligible to compete in the International Road-E-O Competition!

IV. FEES

Please make checks payable to the **SWANA Mid-Atlantic Chapter**. The fee includes the Thursday night dinner, Friday light breakfast, lunch, T-shirt and Awards Ceremony.

\$95.00 for first event registered By May 1, 2013 \$ _____

Plus \$85.00 for second event registered By May 1, 2013 \$ _____

Or \$115.00 for EACH event registered AFTER May 1, 2013 \$ _____

\$50.00 per guest x _____ (number of guests) = \$ _____

\$10 for each event DVD or Blu Ray (to be sent after event - circle format) \$ _____

\$50 donation to cover food costs (for helpers/judges/volunteers) \$ _____

Total Registration Fee Enclosed: \$ _____

Please place an "X" in the box for which you and guest will be attending

Dinner Breakfast Lunch All

* We encourage participants to invite guests (spouses, supervisors, etc.) to accompany them to the dinner and Road-E-O. A fee of \$50.00 will be charged for each guest to cover the cost of the dinner on 6/06 and meals on 6/07 at the event.

Suggested room reservations are available at:

Best Western – Denton Inn (5 miles from event) - \$70 (plus tax), (410) 479-8400
521 Fleetwood Rd, Denton, MD 21629

To receive this rate, please mention SWANA ROAD-E-O when making the reservation.

ON-SITE REGISTRATIONS WILL NOT BE ACCEPTED. PLEASE REGISTER EARLY!

Return the following items to the address below:

1. Registration Application & Release and Waiver Form
MES Employees are not required to sign the Release.
2. Check payable to the **SWANA Mid-Atlantic Chapter** or

Questions about registration?

Electronic

Please send email attachments to Marcia King at
mking@menv.com

Return Address:

Mail

SWANA Mid-Atlantic Road-E-O
c/o MES, Marcia King
259 Najoles Rd
Millersville, MD 21108
(410) 729-8376

There will be no refunds for cancellation.

RELEASE AND WAIVER

_____, in consideration of being allowed to
(Print Name)

attend or participate in the 2013 SWANA Mid-Atlantic Regional Road-E-O ("Event") sponsored by the SWANA Mid-Atlantic Chapter, held at the Midshore II Regional Solid Waste Facility on June 06 & 07, 2013 on behalf of myself, my heirs and my survivors, hereby releases and forever discharges, the Solid Waste Association of North America, Inc., its affiliated chapters, the Maryland Environmental Service, and any of their respective officers, directors, employees, subcontractors, sponsors and agents from all claims, demands, actions and causes of action, and damages that I may now have or that may subsequently accrue arising from or in any way related to my participation in or attendance at the Event.

This Release and Waiver covers all claims for bodily injury, property damage or wrongful death arising out of my attendance at or participation in the Event, even if caused by my negligence or that of any of the above-designated individuals, entities and parties. I understand that participation in the Event involves certain risks, including, but not limited to serious injury. I am voluntarily attending or participating in the Event with knowledge of the danger involved, and I agree to accept all risks of attendance and participation. I also agree to indemnify and hold harmless the above-designated individuals, entities and parties from and against all claims, actions, demands, liabilities, costs and expenses that they or any of them incur arising out of my attendance at or participation in the Event.

I understand that this Release and Waiver is intended to be as broad and inclusive as permitted by the laws of the State of Maryland in which the Event is taking place. If, by final court judgment, any portion of the Release and Waiver is determined to be invalid, the remaining provisions shall be fully enforceable and effective.

I am at least 18 year old, and I am freely signing this Release and Waiver. I have read the above provisions and understand that, by signing this form, I am giving up legal rights and remedies.

Signature _____ Date _____

Address _____ Phone # _____

Age _____

OPPORTUNITIES

For

Mid-Atlantic Regional SWANA ROAD-E-O

The annual Truck and Landfill Road-E-O for the New Jersey, Pennsylvania, and Mid-Atlantic Chapters of SWANA will be held **FRIDAY, JUNE 7**. Like last year, it will once again be hosted by the Mid-Atlantic Chapter and the actual event will be hosted by the Maryland Environmental Service (MES) at its Mid-Shore II Solid Waste Facility in Ridgely on the Eastern Shore of Maryland.

There are all sorts of possibilities for sponsorships from the very minimal to the more expensive. Opportunities are "negotiable"; exposure of sponsors are also "negotiable," which may include sponsors' names on items, on signs posted at the event, thanks in our chapter newsletters, acknowledgement in the event program, display at the event, et. al.

Sponsorship opportunities include the following, not in any order:

- Dinner for participants on Thursday night (partial or full)
- Coffee and/or donuts and/or juice on Friday morning at the event
- Lunch on Friday (partial or full)
- Drinks (e.g., water) during the event
- Road-E-O awards
- Tote bags
- Miscellaneous tote bag stuffers
- Safety tee shirts [partial or full, with event name and sponsor(s) names]
- Caps
- Spot-a-pot rental for Friday
- Door prizes
- Event banner
- Ads in the program (e.g., business card; ¼, ½, full page)

Registration information will be disseminated separately and will be posted on the three chapters' websites by mid-March.

For more information, contact one of the following, or if e-mailing, copy the other:

Lead co-chair (especially equipment loaning and volunteers for judging)

Chuck Ingram
Deputy Division Chief, MES
cingr@menv.com
410-729-8648 (O), 443-685-5378 (C)

Other co-chair (especially sponsorships)

Steve Lippy
s.lippy@verizon.net
410-296-9150

Clemm, Hallie (DPW)

From: Shirl Wright [SWright@nmwda.org]
Sent: Thursday, April 11, 2013 12:25 PM
To: Shirl Wright
Subject: Mid-Atlantic Chapter Newsletter - April 2013 Issue

Good Afternoon Chapter Members,

The April 2013 issue of the SWANA Mid-Atlantic Chapter newsletter is available for download from the Chapter website at the following link:

<http://swana-midatl.org/Documents/SwanaNewsletter-April2013Issue.pdf>

Happy reading!

Shirl

Shirley A. Wright
Administrative Assistant/Network Administrator
Northeast Maryland Waste Disposal Authority
100 South Charles Street, Tower II - Suite 402
Baltimore, MD 21201-2705
T - (410) 333-2730 * F - (410) 333-2721
E-mail: swright@nmwda.org
www.nmwda.org * www.mdrecycles.org

**MID-ATLANTIC CHAPTER SWANA
Chapter Board Meeting**

March 14, 2013

at

**Howard County, Maryland
Alpha Ridge Landfill
2350 Marriottsville Road
Marriottsville, Maryland 21104**

AGENDA

- 10:00 a.m. – 12 p.m. Chapter Board Meeting
12:00 p.m. – 1:00 p.m. Lunch
1:00 p.m. – 3:00 p.m. Pilot Compost Facility Presentation and Tour, see link:
<http://www.howardcountymd.gov/PilotCompost.htm>
Presentation by Chris Anderson of Engineered Compost Systems

Mid-Atlantic Chapter of SWANA – Chapter Board Meeting

**Thursday, March 14, 2013 at
Alpha Ridge Landfill**

**REGISTRATION FORM
(Please return by March 8, 2013)**

- _____ - I plan to attend the Board Meeting and Lunch (\$10 per person for lunch)
_____ - I plan to attend the Board Meeting only
_____ - I plan to attend the Board Meeting, Lunch and Presentation/Tour (\$10 per person for lunch)
_____ - I plan to attend Lunch and the Presentation/Tour (\$10 per person for lunch)
_____ - I plan to attend the Presentation/Tour only

Name: _____
Affiliation: _____
Address: _____
Telephone: _____ Fax: _____
E-mail: _____

Please e-mail: nblackwell@howardcountymd.gov or fax: 410-313-6490 your registration form to Niti Blackwell no later than March 8, 2013. If you have a question, please call Niti at 410-313-6418.



MID-ATLANTIC CHAPTER

SWANA'S MANAGING TRANSFER STATION SYSTEMS 3-Day Course

Objective:

Chapter Partnering Training
by Mid-Atlantic Chapter

Management of Transfer Station Systems:

To provide fundamental information on ways to effectively plan, design and operate MSW transfer stations.

Course Content:

This 3-day course consists of presentations by instructors who are experienced and SWANA certified Transfer Station professionals, classroom exercises, case studies, a half-day tour and field exercise at a local transfer station facility.

Upon Completion of this Course, Participants Will Learn:

- Considerations when planning a transfer station, including conceptual plan development, permitting, and site selection criteria;
- Design objectives, including capacity, selection of appropriate technology, structure considerations, and site planning;
- Sound methods of operation, including equipment management, facility operations, personnel management, being part of the community, and understanding recent policy developments; and
- Preparation for SWANA's MSW Transfer Station Systems certificate exam.

DATE & TIME:

Tuesday, March 19, 2013 - Thursday, March 21, 2013

(9:00 a.m. - 5:00 p.m.)

Certification Exam - Friday, March 22, 2013

LOCATION:

**Frederick County Government
Division of Fire Rescue Services
5370 Public Safety Place, CR 117
Frederick, MD 21704**

Managing Transfer Station Systems

Who Should Attend:

Anyone wanting to understand how to effectively plan, design, and operate MSW transfer stations. Attendees include those who are (or would like to become) transfer station managers, consulting engineers needing a better grasp of transfer activities, and anyone preparing to take SWANA's MSW Transfer Station Systems certification exam. Others who can benefit include: solid waste managers, public works directors, inspectors, regulators, transfer station designers, and others involved in transfer station systems.

SWANA Continuing Education Credits (Managers, Associates & Inspectors) for each Certification Discipline:

Collection Systems:	10	MSW Systems Management:	10
Construction & Demolition (C&D):	10	Recycling Systems:	10
Landfill:	10	Transfer Systems:	30
Composting:	10		

Consider Becoming SWANA Certified:

SWANA's Transfer Station Systems certification exam is available on the day following this course, or at any SWANA event where testing is available (separate registration required).

The exam requires a calculator capable of handling seven digits.

Don Birnesser, P.E., SC, BCEE Resumé

Mr. Birnesser is a licensed professional engineer with over 30 years of experience in consulting to both public and private clients nationwide. Mr. Birnesser is the Solid Waste Practice Leader and Senior Associate with KCI Technologies at their Sparks, MD headquarters office. Mr. Birnesser has recently managed the design of the 1600-tpd transfer station replacement for Maryland Environmental Service and Baltimore County in Cockeysville, MD. Mr. Birnesser has participated in over 40 projects for solid waste transfer stations and material recovery facilities in eight states in the US. His involvement included planning, permitting, design, implementation, and operational evaluations. Mr. Birnesser earned a Bachelor of Science degree in Environmental Engineering from Penn State University and completed course work for a Master of Engineering in Environmental Engineering degree. Mr. Birnesser served as an officer of the Pennsylvania Keystone Chapter for nine years, including President. Mr. Birnesser is a member of the Pennsylvania Keystone, New Jersey, Mid-Atlantic, Virginia Old Dominion, and North Carolina chapters. His SWANA membership includes participation in the Collection & Transfer and Waste-to-Energy Technical Divisions. Mr. Birnesser has instructed the Managing Transfer Station Systems Course since 2006 and participated in the 2008 and 2012 course updates. In addition, Mr. Birnesser recently led three online sessions covering five lessons in the initial Managing Transfer Station 2012 series.



MID-ATLANTIC CHAPTER

JOIN SWANA to SAVE on registration Shape The Landscape Of Your Career, Get SWANA Certified!

SWANA Certification has become a benchmark in the solid waste industry. More than 3,000 solid waste professionals have already chosen SWANA Certification, earning themselves:

- Competence in regulatory requirements.
- Access to the latest in industry innovation and technology.
- An edge over the competition when seeking a promotion or new employment.
- Recognition for their industry knowledge, capability and so much more...

With over 8,000 members spread across 44 chapters, SWANA is the leading professional association in the solid waste field. SWANA represents professionals in both the public and private sector through our work to "Educate, Innovate and Communicate." SWANA's mission is to advance the practice of environmentally and economically sound management of municipal solid waste.

Some benefits of joining SWANA include:

- Online Membership Directory access.
- Special Access to the eLibrary, the solid waste industry's most comprehensive database of papers and presentations.
- Endless opportunities to network and share ideas with fellow solid waste professionals on the local and national level.
- Timely updates on regulations and changes that will affect your operations.
- Increased knowledge through numerous training courses and conferences.
- Receive the monthly newsletter, **MSW SOLUTIONS** of the Solid Waste Association of North America.

For more information on the SWANA's Membership benefits, call 1-800 GO-SWANA (1-800-467-9262) or visit www.swana.org .

The Mid-Atlantic Chapter is composed of these members who reside in or work in Maryland, Delaware, and the District of Columbia. Check out our website at www.swana-midatl.org .



MID-ATLANTIC CHAPTER

REGISTRATION*

(Note: Circle the applicable costs. Three registration options are (1) just the course or, (2) just the exam, or (3) both the course and exam.)

<u>BY MARCH 1</u>			<u>AFTER MARCH 1</u>		
	<u>SWANA Member**</u>	<u>Other</u>		<u>SWANA Member**</u>	<u>Other</u>
Course Only	\$325	\$575	Course Only	\$375	\$625
Exam Only	\$150	\$400	Exam Only	\$200	\$450
Course & Exam	\$425	\$675	Course & Exam	\$475	\$725

*Note – Complete one form for each individual; however, checks may include more than one registration. Fees do not include meals. Vending machines are available on-site.

** SWANA International member in good standing (i.e. paid up, regardless of the SWANA Chapter). Join SWANA International now and take advantage of lower member rates for this course. Just attach confirmation from SWANA International with the registration form as proof of membership.

NAME: _____

TITLE: _____

AGENCY/COMPANY: _____

ADDRESS: _____

TELEPHONE NUMBER: _____

FAX NUMBER: _____

E-MAIL ADDRESS: _____

MEMBER: Yes No (please circle)

WHAT CHAPTER: _____

QUESTIONS ON TRANSFER STATION COURSE: Contact Don Birnesser at (410) 316-7858 or email at don.birnesser@kci.com

If interested in sponsoring a lunch or break, contact Peter Bieniek, (410) 996-6275 or email at pbieniek@ccgov.org

Make checks payable to "**SWANA Mid-Atlantic Chapter.**" (**NOT** just to SWANA and not with Silver Spring, MD address. We are unable to accept payment by credit card. If Chapter EIN is needed, contact Carrie Pendleton.)

Mail registration to: Carrie Pendleton
 Geosyntec Consultants - MD
 10220 Old Columbia Road, Suite A
 Columbia, MD 21046
 (410) 707-3655
 cpendleton@geosyntec.com

For nearby hotel information, contact:
 Mehal Trivedi
 (301) 600-3043
 mtrivedi@frederickcountymd.gov



*SEATING IS LIMITED. YOU MAY WISH TO RESERVE SPACE(S) BY CONTACTING CARRIE PENDLETON VIA E-MAIL.

Clemm, Hallie (DPW)

From: Shirl Wright [SWright@nmwda.org]
Sent: Monday, April 29, 2013 12:10 PM
To: Shirl Wright
Subject: SWANA Chapter Board Meeting - May 16, 2013
Attachments: SWANA Chapter Board Meeting Flyer 5-16-13.doc

Good Morning,

The next Board meeting of the Mid-Atlantic Chapter of SWANA will be held on Thursday, May 16, 2013 at Geosyntec Consultants in Columbia, Maryland. Following the meeting and lunch, a Presentation on Cecil County's Master Plan, by Jeremy Morris of Geosyntec Consultants, will take place. Once again, folks can earn CEUs for attendance. If you are interested in attending, please complete the attached registration form and return to Niti Blackwell no later than Friday, May 10.

Thanks, Shirl

Shirley A. Wright
Administrative Assistant/Network Administrator
Northeast Maryland Waste Disposal Authority
100 South Charles Street, Tower II - Suite 402
Baltimore, MD 21201-2705
T - (410) 333-2730 * F - (410) 333-2721
E-mail: swright@nmwda.org
www.nmwda.org * www.mdrecycles.org

**MID-ATLANTIC CHAPTER SWANA
Chapter Board Meeting**

May 16, 2013

at

**Geosyntec Consultants
10220 Old Columbia Road, Suite A
Columbia, Maryland 21046
(410) 381-4333**

AGENDA

- 10:00 a.m. – 12:30 p.m. Chapter Board Meeting
12:30 p.m. – 1:00 p.m. Lunch
1:00 p.m. – 2:00 p.m. Presentation on Cecil County's Master Plan by Jeremy Morris of Geosyntec Consultants

Mid-Atlantic Chapter of SWANA – Chapter Board Meeting

**Thursday, May 16, 2013 at
Geosyntec Consultants**

**REGISTRATION FORM
(Please return by May 10, 2013)**

- _____ - I plan to attend the Board Meeting and Lunch (\$10 per person for lunch)
_____ - I plan to attend the Board Meeting only
_____ - I plan to attend the Board Meeting, Lunch and Presentation (\$10 per person for lunch)
_____ - I plan to attend Lunch and the Presentation (\$10 per person for lunch)
_____ - I plan to attend the Presentation only

Name: _____
Affiliation: _____
Address: _____
Telephone: _____ Fax: _____
E-mail: _____

Please e-mail: nblackwell@howardcountymd.gov or fax: 410-313-6490 your registration form to Niti Blackwell no later than May 10, 2013. If you have a question, please call Niti at 410-313-6418.



SWANA CERTIFICATION PROGRAM

Continuing Education Unit (CEU) Report Form



SWANA MID-ATLANTIC CHAPTER BOARD MEETING & FACILITY TOUR MARRIOTTVILLE, MD. | MARCH 14, 2013

Name: _____ SWANA Identification # _____

Organization: _____ Email: _____

Wk Phone: () _____ Alt Ph: () _____

SWANA Certification Currently Held: _____

Obtain a signature from the representative at the end of the event. Only a representative of this session may sign this form to confirm attendance. The signature is mandatory.

YOU MUST ATTEND THE COMPLETE EVENT TO RECEIVE TOTAL POSSIBLE CEUs

March 14, 2013	CEUs	Representative's Signature
Board Meeting	1	
Facility Tour	2	

For SWANA Certified Professionals: Fax (301.585.0297) or email (certification@swana.org) this completed form to: Certification Program Manager. If you have any questions, please call 1-800 GO SWANA or email certification@swana.org. **Allow 2 weeks for processing of CEUs.**

Training@Work - Can't get time away from the office? Bring SWANA training to your workplace with **Training@Work packages!** For a complete listing of **Training@Work** course names and descriptions, visit www.swana.org/training.

IMPORTANT - PLEASE READ

Many states/provinces recognize SWANA as an approved training and continuing education provider. Attendance at SWANA national or chapter training does not guarantee credits will be accepted by your state/provincial certifying board. Your state/province may grant credits differently than the SWANA CEUs distributed for the event. ***It is important to consult your state/provincial certification board for details and any required approval prior to training. You are responsible for 30 hours of continuing education during your three-year certification.***