

# County Engineers Association of Maryland

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**BOARD OF DIRECTOR'S MEETING**  
**January 25, 2007**  
**Queen Anne's County's Chesapeake Exploration Center**  
**The Kent Narrows**  
**Grasonville, Maryland**

President John Tustin called the meeting to order @ 11:00 a.m. with the following attending:

President : John Tustin  
1st Vice President: Jim Wilson  
2<sup>nd</sup> Vice President: John Redden  
Secretary: Mike Warring  
Treasurer: Doug Myers  
Directors: Kevin Beachy, Gregg Africa, Holger Serrano, Bob Tenanty, Bob Cooper,  
Steve Zahn, and Stu Taub  
Past Presidents: Todd Mohn; Ed Adams; and Rai Sharma,  
Historian: Jim Wright (not in attendance)  
Scholarship Committee: John Norris  
Legislative Committee: Bob Martin  
Visitors:

**Approval of Minutes:**

The minutes for the December 7, 2006 meeting were reviewed. Motion by Bob Cooper, for approval of the minutes, and was seconded by Kevin Beachy. Discussion: President Tustin pointed out that as part of creating a State Representative to NACE, that the motion also included eliminating the previous Board position of supporting the annual dues for the Current, and Immediate Past Presidents' annual NACE dues, as well as also eliminating the policy of CEAM paying for one of these representative to attend one NACE conference per year, since the Board would be paying the dues, and expenses for the State Representative, along with the expenses for said representative to attend one NACE conference per year.. Motion approved.

**Treasurer's Report:**

Doug Myers was not able to attend the meeting due to having to attend a funeral for a relative, however, his report dated 1/23/07 was distributed to the Board members. The checking account balance as of 11/24/06 was \$ 10,425.00, while the Money Market balance was \$ 8,258.75. The receipts totaled \$ 10,522.38, while expenses were \$ 42,497.12 (including the \$40,000 contribution to the scholarship fund). The total balance of both the checking and money market accounts as of 1/23/07 was \$ 53,464.15. Motion to adopt the Treasurer's report was made by John Redden, and seconded by Steve Zahn. Discussion, motion carried.

**Secretary's Announcement/New Members:**

**(5) New Member- Serena Lee Chapla** – Project Engineer II, Calvert County DPW; **Mighel Najir Jackson** – Project Engineer, Calvert County DPW; **Meaghan Connell Dalsey** – Project Engineer II, Calvert County DPW; **John Edward Ruke, Jr.** – Highway Design Section Chief, Baltimore County DPW; and **Stephen M. Udzinski, P.E.** – Chief, Engineering and Construction Division, Cecil County DPW; **Sarah Lou Trescott** – Maintenance Engineering for Maryland Parks, Department of Natural Services.

**Secretary's Announcement/New Members:** (continued)

**(2) Associate New Members –Sam M. Davis, P.E.** – Project Engineer, EA Engineering Science and Technology; and **Robert C. Pike** – Regional Sales Manager, ULTRAPAVE, Inc.

Motion to accept these applicants for membership in CEAM was made by Jim Wilson, and was seconded by Stu Taub. Discussion, motion carried.

Secretary Warring also read a letter from Jane Oler, who is the widow of Bill Oler, who retired from the SHA after 33 years of dedicated service. This letter was in response to our CEAM membership renewal form mailing, and Mike pointed out that maybe we need to send out some sort of an email to our members regarding notifying the web master when there is a death amongst our CEAM membership? The Board agreed that the Secretary should write a letter back to Mrs. Oler, as well as directing the Administrator to develop an email message to the membership to help alleviate these unavoidable, but maybe preventable oversights regarding being informed of the passing of any of our CEAM members.

**Committee Reports:**

**Spring '07 Conference Report: (Chairman John Redden)** – John reminded the Board that the Spring Conference will take place in Salisbury from May 3<sup>rd</sup> to May 5<sup>th</sup>. He reported that the technical, and social programs were coming together well, and that he had secured the Mayor of Salisbury, and the recently elected County Executive to offer welcoming remarks at the opening of the technical programs on Friday morning. He indicated that he will be sending out the programs, and registration forms around February 15<sup>th</sup>. John also noted, that he was going to confirm the availability of Bob Summers to serve as the Keynote Speaker. John also reported that he had not made a lot of progress with preparing a RFP for obtaining conference registration outsourcing services, and the Secretary offered to help him with this matter.

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**Legislative Committee: (Chairman Bob Martin)** – Bob reported that he and Stu Taub had been busily reading proposed Senate and House Bills that might impact CEAM members, and that as of this date, the only bills that had merited their attention to date were SB 65 and HB 31, which provides some legal recognition of Community (of 40 homes or greater) Associations throughout the State with regards to having some input into adjacent developments, as well as providing some protection against suits against individuals who may be opposing a particular development. The other bills involving Baltimore, and Harford Counties (SB 74 and SB 75) state that the respective County cannot use the powers of "eminent domain" to condemn, and obtain land for the purpose of economic development, or redevelopment for a private development. Lastly, Bob cited SB 140, which was sponsored by Senator Pipkin, and grants fuel tax relief for residents of Queen Anne's County who are using Biodiesel fuel. Todd Mohn pointed out that this also will decrease the County's share of HUR funds, and that the DPW is not that excited about this bill to date.

**Committee Reports:** (continued)

**Membership Committee: (Chairman Todd Mohn)** – Todd reported that 576 members had renewed their membership, however, 182 members had not mailed back their membership renewal forms and checks as of this date. Reminder bills were being sent out by the CEAM Administrator, and he would advise the Board of their progress at the next Board meeting in February.

**Budget Committee:** (No report)

**By Laws Committee: (Chairman Mike Warring)** – No Report

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**Associate Member Advisory Committee: (Stu Taub & Steve Zahn – Co-Chairman)** – Stu Taub reminded the Board that Steve Zahn's term in office will be ending in June, and accordingly, they will be recommending a proposed replacement for Steve to the nominating committee chairman, Immediate Past President Joe Kroboth prior to the next Board meeting, where Joe expects to present the slate of officers for the 2007-2008 terms.

**Scholarship Committee: (Chairman John Norris)** – John repeated his email message to the Board following the Board's last meeting in December again expressing the Scholarship Committee's gratitude for the \$40,000 contribution to the four Roger Willard Scholarship funds at the University of Maryland. John also suggested to the Board that the Board hold its next meeting on February 22<sup>nd</sup> at the James Clarks School of Engineering at the U of M campus in College Park so that we can witness the oath that all of the senior class engineers will take, and to also provide the Board members an opportunity to review the school facilities, as well as meeting the Dean of Engineering, and some of the students. After some discussion, President John asked the Board for a motion to relocate the February Board meeting on February 22<sup>nd</sup> to the University of Maryland's College Park Campus. The motion was offered by John Redden, and was seconded by Greg Africa. John also announced that he going to propose some sort of a redemption program for those scholarship recipients, who have received upwards of 50% of their tuition paid by our Scholarship programs, that would equate to one year' of employment with one of the CEAM member governments or consulting firms, in lieu of being financially responsible for repaying some portion of the scholarship funds received. John also reported that the current balance that the scholarship committee has in its fund is \$77,967.41.

**Awards Committee: (Chairman Jim Montgomery)** – Jim Montgomery was not able to attend, however, Stu Taub distributed a list of Award recommendations, and categories for the Board to review. Stu read the memo aloud, and after some positive discussions, a motion was made by Jim Wilson to accept these proposed annual awards, which included the following: "Life Members"; "Honorary Members"; "County Project of the Year"; "County Engineer of the Year"; and "Associate Member of the Year". In addition, Jim suggested that these awards be given out at the Friday night banquet at each Fall Conference, and that we should upgrade the awards for these new categories from the certificate that we offer for Life and Honorary awards. The motion was seconded by Holger Serrano. Discussion, motion approved. One of Jim's suggestions that an annual award could go to any "public" employee was also questioned by the Board versus a "Member" of CEAM.

**Committee Reports:** (continued)

**Utility Relocation Committee: (Chairman Ed Adams)** – Ed suggested that the committee served its purpose well, and was of great interest to the elected County Officials at the summer MACO Conference, however, every county has different issues when dealing with their utility companies. Accordingly, Ed's recommendation was to consider the committee to be a "standing" committee, which can be re-activated to deal with any potential issues, or potential legislation in the future. The President and Board were in agreement with Ed's recommendation.

**State Highway Liaison Committee:** President Tustin asked Ed Adams to please confirm his acceptance of his appointment by the President to serve as the Chairman of this proposed committee. Ed agreed to serve, as well as Holger Serrano, who was appointed to serve as the Co-Chair along with Ed. Ed was not so sure of the need to have a continuing dialogue with Neil Pedersen, and FHWA representative, but indicated that he and Holger would bring names of recommended committee members for the Board to approve at the next meeting in February. President Tustin read the letter that he had sent out to all Board members, which also had an attached letter from Neil Pedersen relating to his thoughts, and proposal to form this committee from CEAM membership.

**Old Business:**

**NACE Updates** – President Tustin confirmed that Kevin Beachy had agreed to serve as the State Representative to NACE, and he recalled the fact that the Board had agreed to eliminate any support for the previous policy of supporting the dues of the Immediate Past and Present Presidents as representatives to NACE at the December meeting. President Tustin also recalled that the Board had agreed to continue its policy to include NACE membership dues/information when we send out our membership renewal invoices until it cause us any problems in the opinion of the Treasurer.

**Conference Planner RFP Outsourcing Services for Future Conference Registration Services** – President Tustin reviewed why the Board supports the search for an "outsourcing" service to assist with the registration requirements for at least a one year trial period to be sure that this outsourcing effort provided the necessary relief from the Conference Chairs and their staff for future conferences. Again, Secretary Warring offered to work with John since he had been responsible for securing the first such proposal, prior to untimely death of the owner and proprietor of the firm selected.

**Educational Committee Chair** – President Tustin suggested that he would like a name of a Board member, or possibly a Voting Member to serve as Chair to this committee, which is charged with the responsibility of developing continuing education classes, or seminars throughout the year outside of the technical programs included with the semi-annual, Conferences in the Spring and Fall. 1<sup>st</sup> Vice President Wilson suggested that maybe Gary Rohrer would agree to serve in this capacity, since he seemed to offer the most suggestions for educational programs at the Fall Conference. President Tustin thanks Jim for his recommendation, which drew favorable reactions by the Board members present. President Tustin will contact Gary and request that he serve as the Chairman of this very important committee. Bob Cooper also agreed to serve as Co-Chair with Gary if the President agreed.

**New Business:**

**MACO Summer Conference Technical Programs:** President Tustin asked the Board for their input by the next February Board meeting so that he could initiate the planning, and coordination with MACO regarding the selected subjects for the two one-hour sessions that we are responsible to make our presentations.

**Conference Committee Chair** – President Tustin announced that he had asked Mike Warring if he would serve in this position, since he has always been part of the Conference Planning Committee due to his continuing role as the golf tournament director. Mike did agree to serve if the Board had no objections. Mike then asked for some volunteers to serve on this committee, which will be charged with developing the technical programs and speakers for future conferences. Mike suggested that most of the Committee meeting would take place one hour before the regular Board meeting, which would hopefully not be too inconvenient for those Board members who wish to serve.

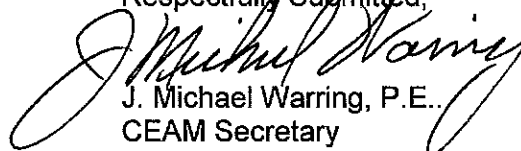
**Potential Locations for the Spring 2008 Conference** – Mike Warring had offered to report on his initial findings of availability from the Holiday Inn in Solomon's Island at the meeting in December. As of this date, Mike reported that the Holiday Inn Hotel & Conference Center was "open" for our potential Spring Conference during the months of late April or May of 2008. Mike further agreed to determine availability of facilities at Wisp, Rocky Gap, and potentially the Hagerstown areas. John Norris suggested that Mike also check into the Tidewater Inn in Easton since the Carl Freeman company had purchased it and were planning on spending millions of dollars for major renovations.

**Extend the Terms of Office for the President and Officers to 2 years** – President Tustin stated that he is in the seventh month of his term as President, and it seems like he just got started. Since in the past other Presidents had noted that they felt that a one year term as President wasn't long enough to implement some of the program initiatives that they had created during their term in office, he wanted to open the floor to the Board members to gather their reactions to this proposal? Both Past Presidents Adams and Sharma suggested that the one-year term of office as President, truly wasn't a one year term, since you have normally served on the Board for two years as a Member before being nominated to the 2<sup>nd</sup> Vice President's office. As 2<sup>nd</sup>, and 1<sup>st</sup> Vice President, you are required to expend a lot of yours, and staff time to meet the requirements of organizing, and running a Spring and Fall Conference. Then after serving as the President for one year, you still have obligations as the Immediate Past President to attend the Board meetings, as well as serving as the Chairman of the nominating committee along with the two previous Presidents. Following these discussions, the general sentiment of the Board members, was that the term of office as the President may be as long as a six year term. There was therefore no motion offered to expand the terms of office.

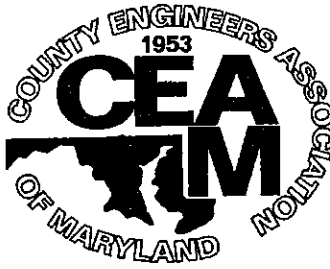
**Adlournment:**

There being no further business, the meeting was adjourned at 12:35 p.m. Motion by Bob Tenanty, and seconded by Kevin Beachy to adjourn. The next meeting of the Board will be held at 11:00 on February 22nd, at the Clark Engineering Building at the University of Maryland's College Park Campus. The Spring Conference Committee will meet at 10:00 prior to the Board meeting.

Respectfully Submitted,



J. Michael Warring, P.E.  
CEAM Secretary



# COUNTY ENGINEERS ASSOCIATION

OF MARYLAND

## Regular Monthly Board of Director's Meeting:

DATE: January 25, 2007 @ 11:00 a.m. – Chesapeake Exploration Center  
Queen Anne, MD

### AGENDA:

- Meeting Call to Order John H. Tustin, P.E.
- Review/Approval of Minutes Mike Warring
- Treasurer's Report Doug Myers
- Secretary's Report Mike Warring

#### Committee Reports

#### Conference Committee Update

- Spring 2007

- Fall 2007

Legislative Committee

Membership Committee

Budget Committee

Associate Member Advisory Committee

Scholarship Committee

Awards Committee

Utility Relocations

State Highway Liaison – Ed Adams

#### Old Business

#### NACE Updates

- CEAM State Director – Kevin Beachy

- Dues Collection

Conference RFP Professional Services

- John Redden

Educational Committee

#### New Business

MACo Summer Technical Programs

Open Discussion items/issues

- Adjournment

## **County Engineers Association of Maryland**

### **Awards Committee Recommendations**

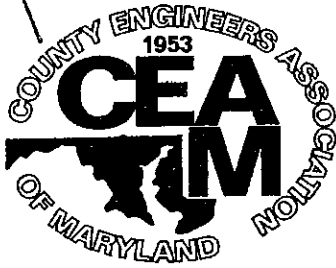
Purpose: “The Awards Committee shall administer awards programs authorized by the BoD.”

- A. Life Members – those with long term and exemplary service to the organization. (past recipients - Elvin Thomas, Walter Woodford, Sonny Wehland) County and Associate Members should qualify for this award. I don’t think it should just be reserved for past presidents. We will review membership roles annually to determine nominee. I think we should honor at least one person annually.
- B. Honorary Members – suggest selected speakers and other honored guests. (possible past recipients - Wm. Donald Shaeffer, Neil Pedersen, Trent Kittleman, when they were guest speakers. These were missed opportunities.)
- C. County Project of the Year – this award given annually to outstanding County project considering criteria such as addressing citizens needs, cost effectiveness, innovative use of county staff and funds. This does not have to be a constructed project such as bridge, road or water treatment plant, but could be something like GPS on snow plows like Andy Dannekar did for Howard County a few years back. We could consider giving a second “Award of Merit” for the runner-up. Should be nominated by a County member.
- D. County Engineer of the Year – this award given annually to outstanding County Engineer for service to the Association, to his/her County and to the State of Maryland. This should be our highest honor. I don’t think it should be limited to people with Director’s of Public Works or County Engineer titles but to all public employees. Should be nominated by a County member.
- E. Associate Member of the Year – this award given annually to outstanding Associate Member for service to the Association, to contributions to Maryland Counties and to the State of Maryland. Should be open to all Associate Members. May be nominated by a County or Associate member.
- F. Calendar – After we get the program up and running I envision having an awards ceremony in conjunction with Friday night banquet at our Fall conference. (Spring conference has installation of officers.) this would be a nice filler for that evening.

If we want to start program this year we could distribute notices by April 1, with submission deadline June 1 (we could encourage participation at conference in May). We will need to formulate submission requirements, etc. We would use ASCE or CEC awards programs as models.

- G. Awards – I would like to upgrade the physical Awards. Mounted certificate is ok for Life and Honorary awards, but would like something better for Project, Engineer and Associate of Year awards. Cost would be minimal. Mounted certificate could be given to project manager, consultant, contractor, etc. for Project of the Year.





# COUNTY ENGINEERS ASSOCIATION

OF MARYLAND

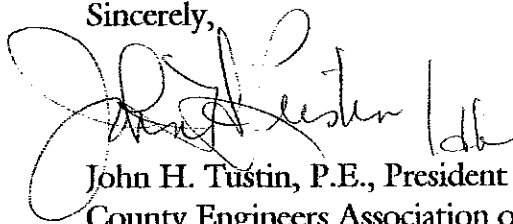
January 19, 2007

At the most recent County Engineers Association Conference, held in the fall of 2006, Neil Peterson, Administrator for the State Highway Administration, gave a very informative presentation on the proposed "Strategic Highway Safety Plan". Following his presentation there were several questions from members of our organization with regards to federal funding for the Bridge Replacement Programs. I received the attached letter dated October 20, 2006 which outlines State Highway's position regarding this issue and the preservation of the bridge program throughout the State of Maryland.

The County Engineers Association has formed a committee to liaison with State Highway on this issue as well as any others that may be relevant to our organization. Mr. Ed Adams, Public Works Director for Baltimore County, has been appointed as chair of this committee. Any members who are willing to assist Mr. Adams in this effort will certainly be appreciated. I look forward to hearing from you once you have had an opportunity to review this information. Please feel free to forward any comments or questions to my email address [jtustin@co.worcester.md.us](mailto:jtustin@co.worcester.md.us) since we are becoming a paperless society.

Should you have any questions or concerns regarding this issue, please feel free to call me directly at 410-632-5623.

Sincerely,

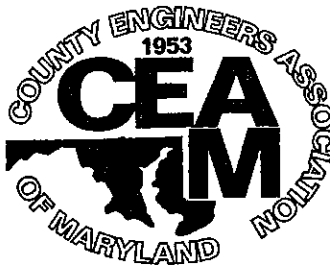


John H. Tustin, P.E., President  
County Engineers Association of Maryland

Enclosure

JT/db

[jtletter/ceamstrategichighwayplanbasic](#)



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[info@countyengineers-md.org](mailto:info@countyengineers-md.org)

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J. Michael Warring, P.E., Secretary  
Board of Directors  
Telephone: 443-235-2835  
Facsimile: 410-827-4544

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January 26, 2007

Mrs. C. Jane Oler,  
4618 Maple Grove Road  
Hampstead, Maryland 21074-1419

Dear Mrs. Oler,

I am pleased to take this opportunity of expressing our sympathy to you and your family for the loss of Bill on behalf of the CEAM Board of Directors. As you expected, we unfortunately had not been advised of Bill's passing in March, and for some reason, we were also not aware of the passing of two other CEAM members in the last quarter of 2006. We thank you for taking the time to respond to our "retired" membership renewal form, and because of your letter, we will be sending out an email to our membership reminding all members to please keep the Board aware of the passing of any of our members, with particular attention to our "retired" members, who we don't get to see with any frequency unless they participate with our semi-annual conferences.

Having lost my Dad in 2004, I can personally tell you that I at least know too well the emotional impact of losing the "patriarch" of the family, and I could easily interpret the words from your letter that Bill was a well loved, and an admired man by his family.

We wish you and your family a healthy and happy new year, and wish you many years of future enjoyment with your family.

Sincerely,

J. Michael Warring, P.E.  
Secretary