

County Engineers Association of Maryland

BOARD OF DIRECTOR'S MEETING

February 24, 2006

**Queen Anne's County Exploration Center
Grasonville, Maryland**

President Joe Kroboth III called the meeting to order @ 11:20 a.m. with the following attending:

President : Joe Kroboth III

1st Vice President: John Tustin

2nd Vice President: Jim Wilson

Secretary: Mike Warring

Treasurer: Doug Myers (not in attendance)

Directors: Kevin Beachy, John Redden, Ron Bowen (can't attend), Charles Nolan,
(Holger Serrano can not attend), Bob Tenanty, and Steve Zahn

Past Presidents: Todd Mohn, and Chuck Weber

Historian: Jim Wright (not in attendance)

Scholarship Committee: (no members in attendance)

Legislative Committee: Bob Martin

Visitors: Gregg Africa (representing Ron Bowen); Joe Kuhna - Real Property

Administrator - Washington County; and Geoff Graff - Local Public Agency ROW

Coordinator - MDSHA

Approval of Minutes:

The minutes for the January 26, 2006 meeting were reviewed. Motion to approve the minutes as presented by John Redden, and seconded by John Tustin. Motion approved. Comments: None

Treasurer's Report:

Doug Myers was not able to attend the meeting, but his report dated 2/20/06 was distributed to the Board members. The checking account balance as of 1/24/06 was \$ 52,784.71, while the Money Market balance was \$ 7,972.87. The receipts totaled \$ 5,030.00, while expenses were \$ 1,778.70. The total balance of both the checking and money market accounts as of 2/20/06 was \$ 64,008.88. Motion to adopt the Treasurer's report was made by Kevin Beachy, seconded by Steve Zahn. Discussion, motion carried.

Secretary's Announcement/New Members:

(1) New Member Application - Greg Africa -Deputy Director of Public Works for Anne Arundel County. Motion to approve the application by Charles Nolan, and seconded by Bob Tenanty. Motion approved.

New Business -Guest Speaker: Due to some increasing concerns voiced by some of our CEAM members regarding the right of way process for small bridge projects that have some federal funding involved, Mr. Geoff Graff, Local Public Agency ROW Coordinator for MDSHA presented his overview regarding the new Federal regulations and guidelines for obtaining needed right of way. He supports outreach programs to all interested local government agencies, but warned that in many instances the Feds and the State requirements for ROW purchase procedures are in conflict. It was suggested that maybe our Fall Conference should include a presentation by Geoff to help disseminate the best approach in meeting the regulations and the needs and timing of the project.

Committee Reports:

Spring '06 Conference Report: (Chairman Jim Wilson) - Jim indicated that everything was on target with regards to the keynote speakers as well as the various speakers for the technical programs. There are still some final details to work out on the social evening programs, but he expects to get the registration packages out by March 1st. The golf and tennis programs are set, and hopefully, the weather will hold up well for all of the outdoor activities. The hotel will not allow us to use the outdoor facility at the top of the mountain for the Thursday evening program, so we will be using the outside grill area for the program. The Conference is set for May 11 - 13 at the Wisp Resort.

Fall '06 Conference Report: (Chairman Jim Wilson) - Jim stated that he had gathered all of the planning files that John Tustin had done so well for the Fall '05 Conference in Ocean City, and was going to just try and duplicate everything that made the '05 Conference so successful. He was already lining up some speakers, and subject matter for the technical program. We apparently have two choices for the site of our golf tournament, and the golf chairman, Mike Warring is negotiating the best offer from both the Beach Club as well as the Bay Club, which has hosted our tournaments in '04 and '05.

Legislative Committee: (Chairman Bob Martin) - Bob reported that there were 32 bills introduced that could have an impact on the County Public Works departments. He reported that Steve Young and Kevin Beachy were quite concerned about HB 1461, which states that all county-owned and maintained buildings that were over 10,000 square feet in floor area, and were over 30 years old would have to be renovated so that the building would meet certain energy efficient operating criteria. This bill would also include all existing schools. Another onerous bill, which if passed would have a major impact on roadway maintenance budgets would be HB 1530. This bill would require each County to install "No Outlet" signage at every major intersection, to include all cul-de-sacs. Based on a cost of \$100/sign, this bill could have a major impact on current road maintenance budgets, since it is currently a non-funded program if enacted. There are 46 bills introduced that involve eminent domain powers. One of these bills requires a time limit for the County to settle on the purchase of needed right of way, or be required to execute the Option Agreement. Recently introduced HB 1126 and SB 751 involve the

Committee Reports: (continued)

Legislative Committee: (Chairman Bob Martin) - (continued) new proposed restrictions of the LDA/IDA classifications within the critical area of the Chesapeake Bay and all of its tributaries. Bob also highlighted HB 1239 and SB 536 which are MACO sponsored bills dealing with further restrictions on future annexations, and increased densities within the annexed areas. The bottom line would be that the County involved could impose up to a 10 year restriction (compared to the current 5 year term) on any increased densities for land annexed by a municipality. Bob then handed out several copies of a MACO report of the legislative affairs committee regarding MACO's position on bills affecting the members of the association.

Membership Committee: (Chairman Todd Mohn) - No report.

Budget Committee: No report

By Laws Committee: (Chairman Mike Warring) - No report

Associate Member Advisory Committee: Charles Nolan reported that the committee members included: Jim Wolfe; Bill Baker; Charles Nolan; Frank Kaul; Jim Markle; and Stu Taub. President Kroboth suggested that the Associate Members should hold an informational meeting with the associate membership during the business meeting of the members at 11:30 am on Friday at the Wisp Conference. This would allow a forum for the committee to solicit any suggestions, or concerns from the Associate Members in a somewhat formal setting.

Scholarship Committee: (Chairman John Norris) - John Tustin reported that during a call with John Norris on his way to this Board meeting, that John Norris had asked that the Board please permit him the opportunity to meet with the Board to discuss annual contributions to the Scholarship Funds at the March meeting in the Kent Narrows.

Awards Committee: (Chairman Jim Montgomery) - (Jim was not in attendance - no report) However, there was some discussion of someone needing to contact Jim regarding some awards of recognition that will be given out at the Fall Conference.

Nomination Committee: Member, and former President Todd Mohn reported that the committee consisting of himself, immediate Past President, and Committee Chairman Ed Adams, and Past President Edgar Gonzalez had prepared a slate of officers, which were read aloud, and the list of candidates were distributed to the Board for their approval. The slate of nominees, which will be attached to the permanent file of the minutes consisted of the following:

Committee Reports: (continued)

Nomination Committee: (continued)

- President - John Tustin - Worcester County
- 1st Vice President - Jim Wilson - Prince George's County
- 2nd Vice President - John Redden - Wicomico County
- Director - Kevin Beachy - Allegany County (2nd year term)
- Director - Robert Tenanty - Dorchester County - (2nd year term)
- Director - Robert Cooper - Harford County - (1st year term)
- Director - Holger Serrano - Montgomery (2nd year term)
- Director - Greg Africa - Anne Arundel County - (1st year term)
- Associate Director - Steve Zahn - J.E Harms Jr. & Associates (2nd year term)
- Associate Director - Stuart Taub - Wallace, Montgomery & Associates - (1st year term)
- Secretary - Mike Warring - JMW Consultants, LLC
- Treasurer - Doug Myers - Town of Manchester
- Historian - Jim Wright - Kent County

Past President Mohn presented the list of nominees to the Board and requested a motion by the Board to accept the nominees as presented by the Committee. Motion to accept the list of nominees was made by Bob Tenanty, and was seconded by Kevin Beachy. The motion was approved unanimously. The Secretary was directed by the President to prepare the ballots for a mailing to the "voting members" of CEAM, and to deliver the sealed returned envelopes back to the Committee representative so that the Committee can announce the results of the election to the membership at the Business meeting during the Spring Conference.

Utility Relocation Committee: (Chairman Ed Adams) - (Ed was not in attendance - no report)

Old Business:

- MOU for Administrative Assistant to CEAM - Todd Mohn reported that the previously discussed MOU, which carefully describes the duties, and responsibilities for this non-paid position is being finalized, and that he hopes that he and fellow committee members, John Tustin, Jim Wilson, and Mike Warring can bring the final approved version to the next Board Meeting in March.
- President Joe Kroboth stated that Ted Wolford, a long-time, and stalwart member and supporter of CEAM had formally announced his retirement, and that due to his amount of accumulated leave that his last day at the office will be coming up in the near future. He and his wife are moving to Florida. Ted's years of dedicated service to Washington County and to CEAM were discussed by the Board.

Old Business: (continued)

- Fall Conference Contract Update - Chuck Beall, who has successfully served as the point person in negotiating long term arrangements with the various hotels in Ocean City, was directed by the Board to obtain a comparable proposal from the Princess Royale since the Clarion had suggested a gradual increase in room rates over the next few years. Chuck called Mike Warring and stated that he had obtained a proposal from the princess and was in the process of evaluating their proposal, and would hopefully be able to report to the Board his findings as early as the March meeting.
- MACO Summer Conference - President Kroboth reported that to date, he had not received a reply from the Executive Director of MACO regarding CEAM's offer to be more involved with the preparation of the technical programs for their summer conference.

New Business:

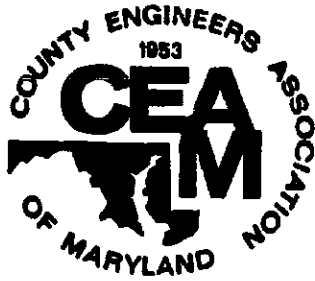
Open Discussion: Todd Mohn reported that he and Mike warring had met with Jeff Rank, the CEAM webmaster to see if he would accept the challenge to become the editor of the newsletter, which was last published in 2003 as part of our 50th year celebration. Jeff has willingly accepted to produce the "Roadscraper", and with Todd's assistance, will send out an email to all of the voting members in his effort to gather articles to be included in this edition, and hopefully in time for publication at the Spring Conference. It was agreed that a deadline of 4/1/06 would be established for turning in your articles, to help insure the timely completion of this edition of the newsletter. The goal for publishing this copy will be May 1, 2006. He'll need a Spring Conference article from the Chairman, plus a note from the President, and an article from the Associate Directors.

Adjourn:

There being no further business, the meeting was adjourned at 12:45 p.m. Motion by John Tustin, and seconded by Jim Wilson to adjourn. The next meeting of the Board will be held on Thursday, **March 23, 2006 @** 11:00 at the Queen Anne's County Exploration Center, Grasonville, Maryland

Respectfully Submitted,

J. Michael Warring, P.E..
CEAM Secretary



COUNTY ENGINEERS ASSOCIATION OF MARYLAND

	<u>CHECKING</u>	<u>MONEY MARKET</u>	<u>TOTAL</u>
BALANCE AS OF 1/24/06	\$ 52,784.71	\$ 7,972.87	\$ 60,757.58
<u>RECEIPTS</u>			
Memberships	4,915.00		4,915.00
Scholarships	90.00		90.00
Fall Conference '05	25.00		25.00
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	\$ 5,030.00	\$ -	\$ 5,030.00
<u>EXPENSES</u>			
Directors Lunch	196.34		196.34
Fall Conference '05	827.54		827.54
P O Box Rental	82.00		82.00
Insurance	500.00		500.00
Envelopes	44.30		44.30
Mailing Services	3.52		3.52
Secretarial Services	125.00		125.00
	<hr/>	<hr/>	<hr/>
	\$ 1,778.70	\$ -	\$ 1,778.70
BALANCE AS OF 2/20/06	<u>\$ 56,036.01</u>	<u>\$ 7,972.87</u>	<u>\$ 64,008.88</u>

Douglas E. Myers, Treasurer



County Engineers Association

of Maryland

Regular Monthly Board of Director's Meeting:

Date: February 24, 2006 @ 11:00 a.m. – Queen Annes County Visitor's Center

Agenda:

- Meeting Call to Order Joe Kroboth, III
- Review/Approval of Minutes Mike Warring
- Treasurer's Report Doug Myers
- Secretary's Report Mike Warring
- Committee Reports
 - Conference Committee Update (Spring/Fall 2006)
 - Legislative Committee
 - Membership Committee
 - Budget Committee
 - Associate Member Advisory Committee
 - Scholarship Committee
 - Awards Committee
- Old Business
 - MOU - CEAM Administrative Assistant
 - Retirement – P.P. Ted Wolford, Washington County
 - Fall Conference Contract Update
 - MACO Summer Conference
- New Business
 - Presentation/Discussion with Jeff Graff, Local Public Agency Right-of-way Coordinator, MSHA
 - Open Discussion items/issues
- Adjournment

Upcoming Meetings:

March 23, 2006	Regular BOD's Meeting	Queen Anne's County Visitor's Center
April 27, 2006	Regular BOD's Meeting	Queen Anne's County Visitor's Center
May 11-13, 2006	Spring Conference	Wisp Resort, Garrett County
June 22, 2006	Regular BOD's Meeting	MACO Offices Annapolis, MD

CEAM Conference Financial Report

	<u>Fall</u> <u>2005</u>	<u>Spring</u> <u>2005</u>	<u>Fall</u> <u>2004</u>
Revenues:			
Member/guest registration fees	\$ 52,230	\$ 34,950	\$ 34,415
Sponsor donations	8,025	9,725	15,700
Scholarship donations	<u>120</u>	<u>-</u>	<u>-</u>
Total revenues	60,375	44,675	50,115
Expenses:			
Meeting rooms/breaks/banquet/mixer	25,351	27,766	23,304
Golf/tennis tournament	6,201	4,560	3,830
Room charges	-	903	992
Entertainment	600	500	475
Postage/supplies	818	1,459	542
Attendance gifts	2,013	500	3,396
Speaker gifts	300	250	-
Scholarship donations	120	-	-
Refunds	<u>685</u>	<u>-</u>	<u>360</u>
Total expenses	<u>36,088</u>	<u>35,938</u>	<u>32,899</u>
Net income	<u>\$ 24,287</u>	<u>\$ 8,737</u>	<u>\$ 17,216</u>

COUNTY ENGINEERS ASSOCIATION **OF MARYLAND**

MEMORANDUM

Date: February 16, 2006
To: All Board Members & Past Presidents
From: Mike Warring, P.E., Secretary
Subject: Board Meeting - Friday, February 24, 2006

There will be a meeting of the Board of Directors on Friday, February 24, 2006 at 11:00 a.m. **The meeting will be held at the Queen Anne's County Visitors Center in Kent Island, MD.**

As in the past, lunch will be served. If you do not plan to attend, please contact *Tina Rupert* at 240-313-2254 or via e-mail at trupert@washco-md.net as soon as possible.

MW/tir