

# **County Engineers Association of Maryland**

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## **BOARD OF DIRECTOR'S MEETING**

**August 24, 2006**

**MACO Office Conference Room**

**Annapolis, 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 (not present)

Directors: Kevin Beachy, Gregg Africa, Holger Serrano (not present), Bob Tenanty, Bob Cooper (not present), Steve Zahn, and Stu Taub

Past Presidents: (none)

Historian: Jim Wright (not in attendance)

Scholarship Committee:

Legislative Committee:

Awards Committee: : Jim Montgomery-Chairman

Visitors

### **Approval of Minutes:**

The minutes for the July 27, 2006 meeting were reviewed. Motion by John Redden, and seconded by Steve Zahn, for approval of the minutes. Motion approved. Comments: None

### **Treasurer's Report:**

Doug Myers was not able to attend the meeting, however, his report dated 8/21/06 was distributed to the Board members. The checking account balance as of 7/26/06 was \$ 52,433.22, while the Money Market balance was \$ 8,129.41. The receipts totaled \$ 350.00, while expenses were \$ 1,670.29. The total balance of both the checking and money market accounts as of 8/21/06 was \$ 59,242.34. Motion to adopt the Treasurer's report was made by Jim Wilson, and seconded by John Redden. Discussion, motion carried.

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

**(2) New Members – Joe Barrington**, Bureau Chief of Utilities, Carroll County Government; and **Hadiyun Quaiyum** – Chief of Traffic Studies Section, Prince George's County DPW & T  
**(2) Associate New Members – Richard M. Evans** – Senior Project Manager, McCormack Taylor, Inc.; and **Tim Flanagan** – Sales Representative for E. Stewart Mitchell, Inc. Motion to accept these applicants for membership in CEAM was made by Jim Wilson, and was seconded by Steve Zahn. Discussion, motion carried.

## **Committee Reports:**

**Spring '06 Conference Report: (Chairman Jim Wilson)** Jim gave an overview of the Conference programs, and suggested that the bottom line for the revenues and costs may be in the \$17,000 +/- range. He will prepare a final report when all of the bills have been approved, and paid by CEAM.

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**Fall '06 Conference Report: (Chairman Jim Wilson)** Jim reminded the Board members that the Fall Conference was only four weeks away, and that he had received registrations for about 200 members, and 50 spouses so far. It looks like a tremendous turnout, which probably reflects the members reaction to the excellent program that was held in 2006, as well as the proposed technical programs for this upcoming event. There are only 190-200 rooms blocked out at this time, but he is confident that the Hotel will provide the necessary assistance to find rooms for all attendees. Jim suggested that based on his budgets, that all moneys derived from this event will have to come from the "sponsors and exhibitors" since based on costs, and registration fees there is only a profit margin of \$0.57 per registrant.

**Spring 2007 Conference: (Chairman John Redden)** John is beginning his planning process, and to be sure that there is no scheduling conflict with the Spring APWA conference, John has determined that that APWA meeting is scheduled for April 22<sup>nd</sup>, and of course, we will probably plan on our Spring Conference taking place during the first weekend in May of 2007.

**Legislative Committee: (Chairman Bob Martin) (not present)** President John suggested that there were no legislative issues for the upcoming session that he had seen yet from MACO.

**Membership Committee: (Chairman Todd Mohn) (not present)** Mike Warring indicated that he was aware of a major effort being put forth by Todd and Jeff Rank to update all of the member information in the update Directory, which will be available to registrants at the Fall Conference. Todd had also indicated that there had been a timely response form all 23 Counties regarding correcting names, and data for all of the Members listed.

**Budget Committee: (no report)**

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

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**Associate Member Advisory Committee:** – Steve Zahn reported that the Committee had not determined a topic for their 11:30 meeting at the Fall Conference, but suspected that there might be a presentation by Radka Nebesky regarding the four scholarship students progress with their educational programs.

**Committee Reports: (continued)**

**Scholarship Committee: (Chairman John Norris) – (not present) –No report**

**Awards Committee: (Chairman Jim Montgomery) –** The Life Member awards are being prepared for the recipients at the Fall Conference.

**Utility Relocation Committee: (Chairman Ed Adams) – No actions to report after the initial meeting with Verizon**

**Old Business:**

**MACO Summer Conference Technical Program:** The CEAM put on two technical programs as an Affiliate Association of MACO. The first program involved our investigations into the “Utility Relocation Issues, especially involving VERIZON, which has taken a lethargic, and unreasonable stand of using their position of “prior rights” as the basis for being able to charge what many consider “unreasonable” costs for said relocations. Ed Adams, Chuck Beall and Glen Hilley of Verizon were the panelists for this technical program. The session was well attended, but President Tustin was not sure if we made any headway with Verizon, but hopefully made those public officials in attendance very aware of the problem. The second topic involved the loss of HUR funding programs to the Counties due to budgetary issues at the State level. Gary Rohrer, and Rai Sharma were among the panelists participating with this subject matter, and presentation. The theme of this presentation was to stress not only the reduced funding, which has had some significant annual operating budgets impacts for some of the “rural” counties, but the safety problems associated with reduced maintenance due to budgetary shortfalls was also stressed. Several follow up actions were discussed, and someone suggested that we use a smaller utility company like SMECO as a model for Verizon to review?

**Old Business:**

- **Comparative Cost Analysis by Chuck Beall for Clarion versus Princess Royale –** (Chuck Beall not present to give his analysis, but according to Mike Warring, Chuck does have both proposals, and is trying to determine the true costs to CEAM from each of the Hotel proposals. He expects to have his conclusions and recommendations by the President’s luncheon at the Fall Conference.)
- **Premier Meetings Proposal –** President Tustin and Mike Warring gave an overview of their meeting several weeks ago with Ms. Nancy Yarish, who is the CEO, and Principal of this Conference Planning firm located in Lewes, Delaware. John Redden hosted this meeting, and Jim Wilson was also able to make the journey to John’s office in Salisbury.

**Old Business: (continued)**

- **Premier Meeting Proposal: (continued)** Though we did not have a final version of the proposal yet, it appeared that Ms. Yarish's firm was proposing to handle all of the registration efforts, to include being able to accept charge cards as a payment for registration by individual registrants. The technical and social programming would still be the responsibility of the Conference Chairman and Committee, but their firm would take care of creating the registration packages, and having them delivered to the Conference site. The cost for this very labor intensive effort that is normally handled by the staff of the Conference Chairman was in the range of \$5,800-\$6,000 per conference. Jim Wilson, John Redden also offered their positive impressions, and support for this proposed "outsourcing" proposal, and approach to try this for the two 2007 CEAM Conferences. Gregg Africa, Steve Zahn, and Bob Tenanty also indicated their support for this new "approach" of handling the registration efforts through this outsourcing effort. John suggested that we would expect to receive a final version of the proposal prior to the Fall Conference, and we would report to the Board during the Past President's luncheon.

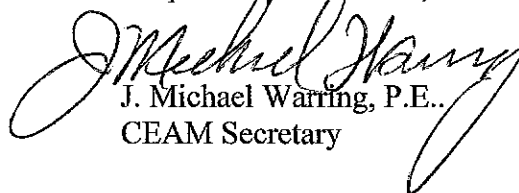
**New Business:**

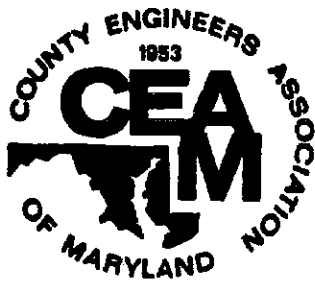
- **MACO Winter Conference Topics:** President Tustin asked the Board members to develop their ideas for appropriate subject matter for our Affiliate Presentation at the MACO Winter Conference
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**Adjourn:**

There being no further business, the meeting was adjourned at 12:15 p.m. Motion by Bob Tenanty, and seconded by Gregg Africa to adjourn. The next meeting of the Board will be held at the luncheon for the Fall Conference on September 22, 2006, Ocean City, Maryland

Respectfully Submitted,

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

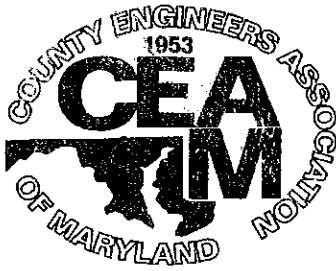


# COUNTY ENGINEERS ASSOCIATION OF MARYLAND

	<u>CHECKING</u>	<u>MONEY MARKET</u>	<u>TOTAL</u>
<b>BALANCE AS OF 7/26/06</b>	\$ 52,433.22	\$ 8,129.41	\$ 60,562.63
<b><u>RECEIPTS</u></b>			
Memberships	300.00	-	300.00
Scholarships	50.00	-	50.00
Dividends	-	-	-
	<u>\$ 350.00</u>	<u>\$ -</u>	<u>\$ 350.00</u>
<b><u>EXPENSES</u></b>			
Directors Lunch	178.29	-	178.29
Registration MACO Conference	250.00	-	250.00
Refunds-Spring Conference 2006	720.00	-	720.00
Postage-Fall Conference 2006	522.00	-	522.00
	<u>\$ 1,670.29</u>	<u>\$ -</u>	<u>\$ 1,670.29</u>
<b>BALANCE AS OF 8/21/06</b>	<u>\$ 51,112.93</u>	<u>\$ 8,129.41</u>	<u>\$ 59,242.34</u>

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Douglas E. Myers, Treasurer



# COUNTY ENGINEERS ASSOCIATION OF MARYLAND

## Regular Monthly Board of Director's Meeting:

DATE: August 24, 2006 @ 11:00 a.m. – MACo Office  
169 Conduit Street, Annapolis, 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  
Legislative Committee  
Membership Committee  
Budget Committee  
Associate Member Advisory Committee  
Scholarship Committee  
Awards Committee  
By-Laws Committee

#### Old Business

MACo Summer Conference – Review  
Fall Conference Update  
Spring Conference Update  
Update Hotel Negotiations for future Conferences  
Premier Meetings Proposal – Privatize Conference  
Operations

- New Business MACo Winter Conference  
Proposed Topics  
Open Discussion items/issues
- Adjournment

# **COUNTY ENGINEERS ASSOCIATION** **OF MARYLAND**

## **MEMORANDUM**

Date: August 10, 2006  
To: All Board Members & Past Presidents  
From: Mike Warring, P.E., Secretary  
Subject: Board Meeting - Thursday, August 24, 2006

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There will be a meeting of the Board of Directors on Thursday, August 24, 2006 at 11:00 a.m. The meeting will be held at the MACo Office, 169 Conduit Street, Annapolis, Maryland.

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](mailto:trupert@washco-md.net) as soon as possible.

MW/tir