



BOARD OF WATERWORKS AND WASTE SYSTEMS OPERATORS

Meeting Agenda

Thursday June 20, 2024 - 10:00 am

Location: Video Conference via Google Meet

Link: meet.google.com/bsw-bfzt-xwm

Phone: (US) +1 520-230-3461

PIN: 404 380 493#

Meeting attendance via videoconference. Access link and phone number available to the public via the Board's webpage.

A. Call To Order and Roll Call

BOARD MEMBERS

Doug Abbott Water Supervision; Board Chair

Bill Shreve Public at Large; Board Vice-Chair

Ed Hogan; Industrial Superintendents

Bruce Darner Agriculture; WWOA Liaison

Connie Luffman; Wastewater Supervision (Absent)

Davina Yutzy County Government

Ben Thompson Sanitary Commission (Absent)

Eric Dutrow Public-At-Large

Joe Wright Maryland Environmental Service

Anthony Nwagwe MDE/ WSA

Sophia Oberton; Municipal

LIAISONS, GUESTS; MDE STAFF PRESENT

Jennifer Bowman Board Counsel

Martin Fuhr Board Secretary

Pamela Franks Board Staff

Victoria Arbaugh Board Staff

Alex Rubin MDE Water Supply

Donna Dunlap Maryland Rural Water Liaison

Clark Howells CWEA_Liaison

Melissa Coker MCET

Tara Jones WSSC Liaison

B. Board Chair Comments and Guest Introductions



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37 C. Review and Adoption of Proposed Meeting Agenda

38 Bill motioned to approve the meeting agenda, Ben second. Motion passed

39
40 D. Review and Adoption of Draft Previous Open Meeting Minutes

41 Motion to approve Open Meeting Minutes made by Bruce Darner, Second from Sophia, motion approved.

42 E. Board Initiatives and Inquiries

43 a. Application Backlog – Nearly half of the backlog has been completed

44 b. Wastewater 5A Examination – Administered for the first time at the Short Course

45
46 F. New Business

47 a. Short Course Examination – 195 Examinees

48 b. Electronic Portal Update – Milestones

49 Consider an app?

50 c. Record Retention Plan

51 Follow Maryland requirements—can it be less time?

52 d. Use of TRE numbers

53 People using TRE numbers that may not be set to use them. How do we make sure everyone who is
54 using them are supposed to be using them? What are the steps to move forward in having someone
55 submit their own instead of using another one?

56 G. Board Staff Report

57 a. Revenue & Expenditures

58 Doug Proposed going into closed session and we will reconvene the meeting at 11:30. Doug read the
59 closed session statement. Motion made by Bill, seconded by Ed hogan, Approved.

60 H. Applications

61 a. Jordan Colter- Bill made a motion to accept the board staff recommendation. Joe Second. Approved.

62 b. Jacob Weilan- Recommendation to give him the 12 months, Motion to accept board staff
63 recommendation by Bill, Seconded by Sophia. Approved.



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64 c. Seth Bradley- Motion to approve accept board staff recommendation by Ed, Second by Bruce,

65 Approved.

66 d. Flavia Aber—Motion by Ed to accept board staff recommendation, Joe second, approved.

67 e. Phillip Rivera-Silva— Approved

68 I. Comments by Board Members

69 J. Review of Action Items

70 Anthony reviewed action items with board members and staff to see what could be removed, added, or
71 staying the same. To be added: short course review, two year max on applications, TRE numbers, records
72 retention. Anthony will update and send the reminders out again.

73 K. Discussion with Board Liaisons and guests

74 Ben Absent. CWEA—Clark Howell also absent, MCET- Melissa spoke about the grant and updating a few
75 things.

76 MWRA- Donna- will be at MML over the next few days.

77 WWOA- Bruce- Spoke on the event coming up, 29 folks signed up.

78 Send an email to Martin to be the chair or vice chair for the election.

79 L. Adjournment – Vote for closed session

80 Motion to adjourn by Bill, Ed second, Approved.

81 M. Call to Order and Purpose of Closed Meeting

82 Pursuant to General Provisions Article § 3-305(b), on a motion by Bill Shreve that

83 was seconded by Ed Hogan, Board members approved moving into closed session on June 20, 2024, for the
84 purpose of complying with the following provisions of the Open Meetings Act:

85 GP § 3-305(b)(2) - To protect the privacy or reputation of license holders,

86 GP § 3-305(b)(7) - To consult with counsel to obtain legal advice

87 GP § 3-305(b)(8) - To consult with staff, consultants, or other individuals about pending or
88 potential litigation.

89



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The following Board members were present during the closed meeting:

Doug Abbott Water Supervision; Board Chair

Bill Shreve Public at Large: Board Vice-Chair

Ed Hogan Industrial Superintendents

Bruce Darner Agriculture; WWOA Liaison

Davina Yutzy County Government

Eric Dutrow Public-At-Large

Joe Wright Maryland Environmental Service

Anthony Nwagwe MDE/ WSA

Sophia Oberton

MDE staff present were:

Martin Fuhr

Pam Franks

Victoria Arbaugh

Alexandra Rubin

N. Topics Discussed During the Closed Meeting

Board members reviewed and approved the May 2024, closed meeting minutes; discussed possible regulation violations .

Pursuant to legal provisions, Doug Abbott read the closed meeting disclaimer.