

***Citizens Committee for the Enhancement of Communities Surrounding
Baltimore/Washington International Thurgood Marshall Airport***

**Meeting Minutes
September 21, 2022**

COMMITTEE	PRESENT	ABSENT	REPRESENTING
Kevin Plessner	X		Linthicum-Shipley Improvement Association
Howard Johnson		X	Greater Elkridge Community Association
Andy Werner		X	Glen Burnie Improvement Association
Monica Smearman	X		Greater Ferndale Community Civic Assn.
Barbara Morgan	X		Glen Burnie
Rodney Jones	X		Severn Improvement Association
Ron Looper	X		Elmhurst Improvement Association
Dana Carrington	X		Timber Ridge HOA
Marjorie Deschenes	X		Provinces Civic Association
Gary Simmons		X	Glen Burnie
Mary DesChamps	X		Carriage Pines at Lake Village HOA
STAFF SUPPORT			
Bruce Rineer	X		MDOT MAA, OECS, Noise Section
Karen Harrell	X		MDOT MAA, OECS, Noise Section
Brittany Janowski	X		MDOT, Office of the Attorney General
Darline Terrell-Tyson		X	MDOT MAA, OECS, Noise Section
Royce Bassarab	X		MDOT MAA, OECS, Noise Section
Michelle Christoffers	X		MDOT, Office of the Attorney General

Discussion

1. The 1st Quarter Fiscal Year 2023 meeting was held on September 21, 2022 virtually via Microsoft Teams. The meeting began at 6:02 p.m.
2. Mr. Kevin Plessner, Chair, performed roll call and welcomed all attendees.
3. The Committee reviewed the previous meeting minutes from the FY2022 4th Quarter meeting held on June 23, 2022. A motion was made by Mr. Ron Looper and seconded by Mr. Rodney Jones to accept the June 23, 2022 meeting minutes. The motion passed by a vote of 7-0.
4. Administrator's Report

Mr. Bruce Rineer provided the Committee an update on the budget. He highlighted the total fiscal year 2023 budget, comprised of 2020 calendar operations plus rollover from fiscal year 2021, as well as 2022 operations. Mr. Rineer noted that operations have continued to recover.

5. Certificate of Standing Review for Submissions

MDOT MAA confirmed that the Olde Mill Condominium Association maintained a current Certificate of Standing. Mr. Rineer stated that the Certificate is included in the application and was provided via the portal.

6. Grant Applications

Grant Application 23-01 (Olde Mill Condominium Association – sidewalk and curb replacement) was introduced for discussion.

The Olde Mill Condominium Association is requesting funding for sidewalk and curb replacement along Valleywood Road. Ms. Barbara Morgan made a motion to approve at the lower amount, seconded by Mr. Looper. The Committee noted that the repairs to curb and sidewalk that have already been made in the community make the areas that have not been replaced stand out. Mr. Rineer noted that MAA staff visited the site and highlighted areas that were previously repaired under this program. Mr. Plessner noted that the quote for the larger amount provided a total amount of materials but not specific locations. Mr. Plessner noted that there is an error on the second grant application that will be discussed following this discussion.

By a vote of 8-0, the Committee approved Grant Application 23-01 for recommendation. The motion passed by a vote of 8-0.

7. Grant Application 23-02 (Olde Mill Condominium Association – sidewalk and stair replacement) was introduced for discussion. The Olde Mill Condominium Association is requesting funding for the sidewalk and three sets of stair replacement along Valleywood Road. Ms. Marjorie Deschenes made a motion to approve at the lower amount, seconded by Ms. Monica Smearman. Mr. Plessner noted there was a discrepancy in the cost of the low bid. Ms. Deschenes amended the motion to return the application for modification and clarification, seconded by Ms. Smearman. Mr. Plessner noted that, in general, bids containing contingent costs (as were included in one of the bids for this application) would be the responsibility of the community.

By a vote of 8-0, the Committee approved the motion to return the grant application to the applicant for clarification.

8. New Business

Mr. Rineer stated that the Committee and MDOT MAA have had ongoing discussions about the overall marketing of the grant program. Mr. Rineer displayed a map that depicted the CEG program eligibility area, communities which have received grants in the past, and community associations within Anne Arundel County that have no history with the program. Mr. Rineer discussed the notion of improving community awareness of the program. Mr. Rineer suggested preparing a mailing to community associations summarizing the program and providing instructions for additional information. This could be followed by an open meeting providing instructions on preparing grant applications to interested communities. Mr. Rineer noted that MDOT MAA plans to reference the program at any community meeting at which MDOT MAA presents. The Committee was in agreement, and Mr. Rineer will provide the map to committee members.

9. Old Business

None.

10. Open Discussion

The next meeting of FY23 for Q2 is scheduled for December 7, 2022, in a virtual format.

11. Ms. Barbara Morgan motioned to adjourn, seconded by Mr. Looper. All voted in favor and the meeting adjourned at 6:34 p.m.