

ACEC Delaware

American Council of Engineering Companies of Delaware

Executive Board Meeting

Wednesday, February 10, 2016

11:30 AM

Century Engineering, Dover, DE

RE: Meeting Minutes

Meeting called to order: 11:50 am

Attendees:

Kim Willson	Executive Director	Ruggerio Willson & Associates
Jordan Seemans	Asst. Executive Director	Ruggerio Willson & Associates
Mike Angelo	President	McCormick Taylor
Mike Riemann	Vice President / Kent County	Becker Morgan Group
Brian Bolender	Secretary	AECOM
Dave DuPlessis	Treasurer	JMT
Scott Rathfon	National Director	Century
Bruce Jones	Environmental	Pennoni Associates
Alex Meitzler	Membership	A Morton Thomas
Ryan Flickinger	Education / Public Relations	KCI
Ted Januszka	Legislative Committee	Pennoni Associates
Debbie Pfeil	Kent County	KCI

Not Present:

Ted Williams	New Castle County	Landmark
Alan Marteney	Transportation	Century
Sonia Marichic-Goudy	Programs	McCormick Taylor
Garth Jones	Sussex County	Becker Morgan Group

1. The meeting's agenda was approved and the meeting minutes from the January meeting were approved.
2. It was discussed that action items will be sent out in advance of meeting minutes to allow time for everyone to address their action items.
3. There was discussion relative to sharing meeting minutes with members outside of the board. This will be reviewed further.
4. Treasurer's Report –Dave DuPlessis
 - Treasurer's report is loaded on Google docs
 - In January, we took in approximately \$12,000 in revenue, giving us a total of approximately \$51,000 in revenue year to date, which is about \$3,000 ahead of plan.
 - Expenses presently are running at approximately 50% of the plan.
 - Overall, finances look in good shape.

- Third quarter invoices have been mailed out.
 - Five affiliates are past due in the membership dues. Ted Januszka is to follow up with All Access, Mike Riemann is to follow up with Rotunda, and Bruce is to follow up with Tidewater.
 - Reviewing the rate structure for affiliates and the possibility of going to quarterly invoicing for affiliates.
 - Dues bring in about \$ 20,000, and approximately \$5,000 is in over 90 right now.
 - There is approximately \$50,000 in the M&T CDs at the present time.
 - Treasurers report was approved.
5. Executive Director's Report – Kim Willson
- The National Conference is set for April 17th to 19th. The day for lobbying is set on Tuesday, the 19th. Let Kim know if attending. If seven members or more attend, registration for Kim is free. A DE dinner is being setup.
 - It appears that the meetings down in DC during National will be mainly with staff folks, since there has been a large turnover. Kim is working on Carper and Carney folks to make sure they are available.
 - Need to double check employee counts for survey
 - Five surveys have been done for the NYU survey.
 - We need to push National to get NYU to run with the five surveys.
 - Surveys were anonymous so not clear who is complete.
 - Surveys did not necessarily get accredited to the right state since many firms have multiple locations.
 - Kim talking to Steve Hall at National to keep this moving forward.
 - Still working with DelDOT on salary cap issues. Nicole was to send out letter on change, but no response to date. Should probably focus on CIP issue rather than salary caps.
 - The Engineering Excellence Awards will be announced at the E-Week Banquet.
 - Mike Angelo will be presenting awards.
 - Ryan Flickinger will be giving out scholarship.
 - Award winners will be publicized in the DE Times.
 - Budget process is getting ready to start.
 - For resource guide, Kim asks that each firm purchase one ad as well as encourage someone else to purchase an ad.
 - It was suggested that industry roundup sheets be one for the resource guide.
 - A small group is being formed to review the need to update any bylaws at the annual meeting.
 - A possible fund raiser for the Annual Meeting needs to be decided.
6. National Directors Report – Scott Rathfon
- The majority of the discussions at National will be focused on energy, FAA, balanced tax reform and water issues.
7. Environmental Committee – Bruce Jones
- The water quality task force meetings are still ongoing.
 - There has been lots of discussion in the meetings, but little results until the last meeting.
 - A proposal has been set forth on fees and action items. Fees will be flat fee per year of \$ 45 for residential, \$ 150 for small businesses, and \$ 300 for large businesses, with no exemptions.

- The need is over \$100 million, so the suggested fees do not get to that number.
 - Still debate on how to collect, although looking at utility bills not tax bills.
 - A trust fund would be setup with a lock box.
 - A board of directors for the trust fund will be established and they will determine how to allocate funds based on various recommendations to the Water Advisory Council.
 - Can request priority funding under certain conditions.
 - All projects would have to be approved by legislators.
 - Looking to push it through this year, and will be priority based not grant based.
 - If use straight \$ 45 for all, brings in only \$ 15 million.
 - Sunsetting the fund was discussed, but not enough money is being generated and needs are only growing, so not realistic.
 - How priorities are set is still in debate. Some money has to be kept in each district, some has to be set aside for 20th Century Fund, and some for agriculture.
 - Still need to reevaluate existing process and determine effectiveness.
 - Flooding issues are included in program.
 - Have to rethink issues relative to how handle water quality.
 - All agree though that the program is heading in the right direction.
 - Bruce questioned the need to put a white paper in the Resource Guide to cover these issues. One white paper is needed to frame the issue. Should be an educational piece, and needs to be complete by April for inclusion in the guide.
 - Secretary Small is meeting with the committee in March.
 - The SWM Regulatory Advisory Committee continues to meet.
 - Committee is working on various updates.
 - Looking at 8 to 9 update issues.
 - Reviewing changes to DURMM.
 - Anyone can attend the technical subcommittee meetings.
 - Next meeting is March 3rd.
 - Most significant issue ongoing right now with the committees is how to deal with difficult issues.
 - The committee might revisit the three step process to make it more simplified.
 - All regulations are being reviewed for applicability and simplification.
 - The water task force has been meeting but is not on track. Supposed to be done by end of month, but will not happen so an extension has been requested. Looking at legislation which was not part of the original mission of the task force.
 - There are a lot of hurdles to overcome on the funding end, but it appears that funding has become the priority, rather than defining the issues and then finding funding.
 - Education is still a big component and the committee needs to revisit our white papers that we were being to formulate for coverage of issues.
 - Secretary Small does not want legislation on this topic, but it is being pushed by legislators, and governor is not involved. It is possible that someone will need to approach Senator Townsend directly to get a better feel where he envisions the process going.
 - The regulatory advisory committee is the first Wednesday of every month, and Bruce encouraged folks to attend.
8. Kent County Committee – Debbie Pfeil
- Met with Jared Adkins of Kent Conservation District.
 - They are looking at how to deal with SWM at poultry houses.

- KCD is very interested in changes to DURMM.
 - Reviewing with DNREC how to speed up their review and approval process.
9. New Castle County Committee - Ted Williams (not present)
- Meeting with George Haggerty on possible upcoming changes. Will comment on any changes and support as appropriate.
10. Sussex County Committee – Garth Jones (not present)
- The committee is meeting with Sussex County Planning.
11. Education/Public Relations Committee - Ryan Flickinger
- Received ten scholarship applications.
 - The committee has reviewed them.
 - Looking to make verbiage changes on the form.
 - Updating essay to include a discussion of how scholarship will benefit the applicant.
 - Board approved Ryan to work with Jordan on small verbiage changes.
 - We can change budget if need be for funding of scholarship.
 - Board approved giving the successful applicant two tickets to the banquet so both parents can attend the event.
12. Membership – Alex Meitzler
- Membership mixed is being set for the third week in March somewhere in New Castle County Alex is working with Sonja to arrange this and the invites will be going out soon.
13. Legislative Committee – Ted Januszka
- Passed out the PAC sweepstakes forms
 - Last year, the National PAC made \$ 940,000 and the local PAC brought in \$ 7300. Both are record numbers.
 - Looking to add more pro infrastructure / pro business folks to the group.
 - To contribute, can buy the sweepstakes tickets or do recurring payments directly to the PAC.
 - Ted can come to anyone’s office to do a presentation on the PAC.
14. Program Committee – Sonia Marichic-Goudy (not present)
- The legislative event is set for May 10th.
 - Bowling is set for June 2nd in Middletown from 5 to 8
 - Pizza and beer will be provided.
 - Cost is \$150 / team.
 - Teams are of four, and include shoes.
 - Legislative committee needs to review if money can go to PAC.
 - Might increase the fee to \$200 to get more for the PAC.
15. Transportation Committee – Alan Marteney (not present)
- Need to include educational piece in Resource guide.

16. Other Issues

- Kim, Alex, Sonja, Dave and Mike Angelo will be meeting to review the CPI issue.
 - Dave talked to Bureau of Labor Statistics, and the CPI is not tied to wage rates. It is only based on consumer household buying.
 - George Parsons of University of Delaware recommended we talk to John Stapleford of the Caesar Rodney Institute (CRI). Jordan represents CRI so he will hook Dave up with John.
 - This should only be educational in nature, as the relationship with the legislators is not great.
 - Mike Angelo brought up talking to Todd Jones from NC DOT to get a brain dump on the issue.
 - Need to define desired result.
 - Ted Januszka was added to the committee.
 - Kim has sent information to Secretary Cohen on how other states handle increases.
 - May need to talk to Federal Highway on the issue. Wisconsin fought a similar issue and was successful.
 - Dave will be talking to Carol Ann to get background on the genesis of the issue.
 - Ted Januszka will send information to Dave on the Wisconsin suit, as they were also violating FAR.
 - It was noted that previously ACEC did not want to go to FHWA on this issue because of creating potential problem relationships with DeIDOT.

ACTION ITEMS

1. List of all action items will be sent out to the Board shortly after each meeting.
2. ARs are being reviewed by various folks, with Mike Riemann following up with Rotunda, Bruce following up with Tidewater, and Ted Januszka following up with All Access.
3. Everyone needs to let Kim know if they are attending the National Conference and Lobby Day.
4. Need to talk and push Steve Hall of National to get information from various state surveys.
5. For the directory, the request is that each Board member's firm purchase one ad, as well as getting one other firm to purchase an ad.
6. Need to look at industry information as well as status update reports for directory.
7. Small group will be convened to review the bylaws prior to the Annual Meeting.
8. Need to review what type of fundraiser will be undertaken at the Annual Meeting.
9. Need to get the invitation out for the March mixer as soon as possible.
10. Jordan is to put John Stapleford and Dave together to discuss CPI as it relates to capping billing rates.
11. Mike Angelo is to reach out to Todd Jones from NC DOT to get a brain dump on their program funding sources.
12. Ted Jasinski is to send information to Dave regarding the Wisconsin suit relative to the use of FAR.
13. Dave is to talk to Carol Ann and get the background behind the use of the CPI for rate increases.

Meeting adjourned at 1:20 pm