



**THE ALABAMA DRYCLEANING  
ENVIRONMENTAL RESPONSE TRUST FUND BOARD**

2777 Zelda Road  
Montgomery, Alabama 36106  
334-240-7239  
334-263-6115 Fax

**MINUTES  
Board Meeting  
Thursday, August 27, 2015**

A meeting of the Alabama Drycleaning Environmental Trust Fund Advisory Board was called to order at 10:05 a.m. on Thursday, August 27, 2015, at the Board Office located at 2777 Zelda Road, Montgomery, Alabama. Board members in attendance were as follows: Mr. Jason Windham (Chair), Mr. Jim Massey, III (Vice Chair), Mr. Steve McKinnon and Mr. Larry Bryant. Board members absent were Mr. Quincey Banks, Thomas Bass and Mr. Steve Taylor. Also in attendance were Mr. Keith Warren (Administrator), Mr. Robert Tambling (Board Counsel), Mrs. Ashley Cousins (Board Engineer), Mr. Randy Barrows (Administrator), and Ms. Renee' Reames (Executive Secretary to Mr. Warren). A quorum was present to conduct business.

Public notice of this regularly scheduled meeting was published on the Secretary of State's web site, [www.sos.alabama.gov](http://www.sos.alabama.gov), in accordance with the Alabama Open Meetings Act and advertised on the Board's web site at [www.drycleaningtrustboard.alabama.gov](http://www.drycleaningtrustboard.alabama.gov).

The Board reviewed the minutes from the May 14, 2015 meetings. A copy of the minutes was provided to the Board members before the meeting. Mr. McKinnon made a motion to approve the February minutes as presented. The motion was seconded by Mr. Bryant and unanimously approved by the Board.

Ms. Bonnie Temple with ADEM presented information on the number of DERTF participants and their participation status as of August 2, 2015. She also reported on the number of delinquent accounts, along with the number of closed accounts. She presented the prioritization of active accounts (category ranking) that included weighted ranking of these accounts. She also reported on the project status that included assessments and actions taken at the sites.

Ms. Ashley Cousins, Board Engineer, commented on the prioritization of active accounts, and asked the Board about authorizing additional expenditures if determined that the vapor release intrusion being investigated at a site was determined not a result of drycleaning solvents. It was the consensus of the Board that further costs for sampling would not be authorized if findings were not related to drycleaning solvents.

Ms. Windham commented on the restructuring of the Fund and identifying all dry cleaning facilities in the State. He indicated that he would talk with Steve Taylor about assisting with this process.

Ms. Cousin reminded the Board about reviewing the response prepared to two inquiries from companies that were conducting research about remediation programs.

Mr. Thomas Sims with the Alabama Department of Revenue commented on contributions made into the Fund, along with those accounts that were delinquent. He reported cash available in the Fund totaling \$261,696.50. He reported on the official closing of one account and two new accounts into the Fund that were both abandoned sites. Mr. Sims continued his report by presenting information about sales tax revenue.

Ms. Cousins presented a summary current project that included the budgeted amount for each project and the remaining funds needed to complete these current projects. Ms. Cousins commented on the cooperative relationship with the ADEM staff in progressing with projects and reporting deadlines. Due to the decline in the Fund's cash, she reported that she would ask for re-evaluation of the project budgets at the time renewal applications are process, to better a determination of the project's current budget.

Ms. Cousins presented a quarterly contribution bar graph which showed collections into the Fund from 2<sup>nd</sup> quarter 2008 to present and stated that there had been a decline in the average amount of contribution from one year to another.

Mrs. Cousins reported on the investment fund balance of \$2,045,203 as of July 1, 2015 along with the projected operating account balance. She indicated that based on the operating account balance and assuming 100% funding of all of the outstanding Cost Proposals, the Fund balance would be at \$79,812 deficit.

Prior to submitting the Cost Proposals and Payment Requests, Ms. Cousins gave an overview about the amounts requested by sites and the approved amount by the Board.

Mrs. Cousins presented recommendations for Cost Proposals for the Board's approval. She recommended a total of \$81,826.83 be approved, which consisted of three (3) cost proposal that were submitted by active sites and two (2) proposals submitted by abandoned sites. Mr. Massey made the motion to approve the Cost Proposals as recommended by Mrs. Cousins. The motion was seconded by Mr. McKinnon and unanimously approved by the Board.

The Board discussed developing procedures to minimize approval of expenditures.

Mrs. Cousins reported on the Payment Requests by active sites and abandoned sites. She recommended a total of \$54,381.63 be approved, which consisted of one (1) active sites and seven (7) abandoned sites. Mr. Massey made a motion to approve the Payment Requests as recommended by Mrs. Cousins. The motion was seconded by Mr. Bryant and unanimously approved by the Board.

Mr. Tambling indicated that he was working on developing a procedure in consideration of the decline of the Fund in submitting cost proposals and approval of payments.

Mr. Warren presented the annual renewal of the Board Engineer contract without any changes. Mr. McKinnon made a motion to approve the renewal of the Board Engineer contract for another year, without changes. The motion was seconded by Mr. Massey and unanimously approved by the Board.

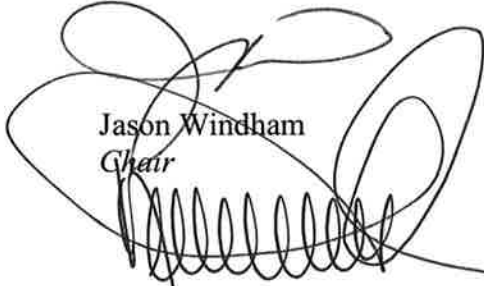
Mr. Warren reported that he is working on identifying candidates to fill Board terms and will keep the Board updated on his progress.

The Board discussed the need to propose a change in the statute regarding the restructuring of the Fund as part of the Legislative Committee Report.

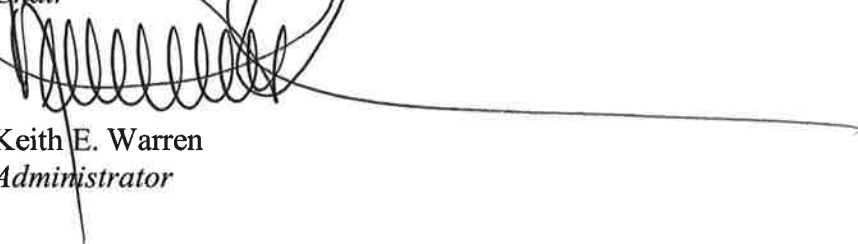
The next meeting of the Board is scheduled November 12, 2015.

There was no further business before the Board and Mr. Windham adjourned the meeting at 11:30 a.m.

Respectfully Submitted,



Jason Windham  
*Chair*



Keith E. Warren  
*Administrator*

/rr