



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

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**MINUTES  
Board Meeting  
Monday, May 23, 2016**

The meeting of the Drycleaning Environmental Trust Fund Advisory Board met on Monday, May 23, 2016 at 11:30 a.m. at the Board Office located at 2777 Zelda Road, Montgomery, Alabama, to conduct business of the Board. The meeting was called to order at 11:39 a.m. Board members in attendance were as follows: Mr. Jason Windham (Chair), Mr. Jim Massey, III (Vice Chair), Mr. Thomas Bass and Mr. Larry Bryant. Board members absent were Mr. Quincey Banks, Mr. Steve McKinnon, 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 and recording secretary at this meeting).

Public notice of this rescheduled 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 March 3, 2016 meeting. A copy of the minutes was provided to the Board members in advance of the meeting for their review. Mr. Massey made a motion to approve the March minutes as presented. The motion was seconded by Mr. Bass and unanimously approved by the Board.

Mr. Thomas Sims with the Alabama Department of Revenue reported on 2016 delinquent accounts, along with accounts that had been delinquent longer than in 2016. He also reported on the accounts that had filed a Tax Return and payments, to include anticipated funds based on these Tax Returns. He commented on the low amount of funds received in April, 2016.

Mr. Sims reported a cash Fund balance of \$146,611.64 as of May 2, 2016 in the Operations account.

Ms. Cousins reported the Investment Account balance of \$2,045,664.00 as of the end of April, 2016.

Mrs. Cousins presented recommendations for Cost Proposals for the Board's approval. She recommended a total of \$26,549.67 be approved, which consisted of 2 active sites and 2 abandoned sites. Mr. Bryant made the motion to approve the Cost Proposals as recommended by Mrs. Cousins. The motion was seconded by Mr. Bass and unanimously approved by the Board.

Mrs. Cousins presented Payment Requests for the Board's approval. She reported that 10 requests were received and 2 sites did not include waste disposal information in accordance with the new ADEM guidelines. Of the 8 remaining Payment Requests, she recommended that 7 of the 8 requests be approved. Mr. Massey made the motion to approve a total of \$100,168.77 for seven (7) projects, with exception to the former Northington Cleaners that not be approved. The motion was seconded by Mr. Bass and unanimously approved by the Board.

Ms. Cousins reported that Master Cleaners Springhill Cost Proposal be deferred as a result of not submitting their work plan on time to ADEM. She explained that they will need to submit their proposals as directed by ADEM. She also reported on two Cost Requests, Master Cleaners Springhill and former Copeland Cleaners in Huntsville, that had delinquent payments and recommended they be deferred as well. Mr. Bryant made a motion to approve the extension of these two requests. The motion was seconded by Mr. Bass and unanimously approved by the Board.

Mr. Massey made a motion to void the request from former Talladega Plaza Cleaners due to having already been approved for two extensions and to void Hoover Square Shopping Center's request, which had been granted one extension, but has not requested another extension. The motion was seconded by Mr. Bryant and unanimously approved by the Board.

A historical summary of quarterly contributions collected into the Funds was also presented by Ms. Cousins, as well as a summary by accounts of approved cost reports and payments.

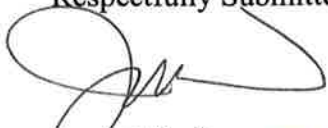
Ms. Cousins presented an updated list of Consultants for the Board's approval, which included Aerostar SES, LLC, PPM Consultants, Inc., and Groundwater & Environmental Services, Inc. Mr. Bass made a motion to approve the May 2016 list of Drycleaning Environmental Consultants recommended by Mrs. Cousins. The motion was seconded by Mr. Bryant and unanimously approved by the Board. Mrs. Cousins reported that the list of consultants would be posted on the Board's website.

Ms. Cousins presented the new rates from ADEM for the Tank Trust Fund indicating the maximum allowable rates. She recommended the Board approve the increase in rates. Mr. Massey made a motion to approve the new fee rates. The motion was seconded by Mr. Bass and unanimously approved by the Board.

The next meeting of the Board was scheduled August 11, 2016. Due to a conflict in schedules, the members discussed meeting on either August 25<sup>th</sup> or August 30<sup>th</sup>. Mr. Windham asked Mr. Warren to poll the members about their schedules to determine the date a quorum would be available and to notify the members about the next meeting date.

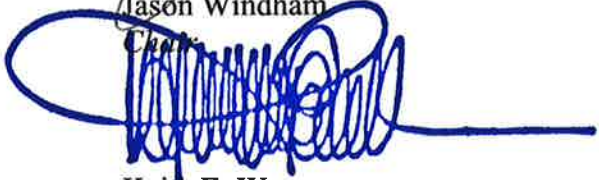
There was no further business before the Board and Mr. Massey made the motion to adjourn the meeting. The motion was seconded by Mr. Bryant and unanimously approved by the Board. Mr. Windham adjourned the meeting at 12:20 p.m.

Respectfully Submitted,



Jason Windham

Chair



Keith E. Warren  
*Administrator*

/rr