



**MAYOR & COUNCIL**  
**UTILITIES BOARD MEETING MINUTES**  
September 28, 2020

*\*\*\*Meeting minutes are transcribed in a summarized format. For full discussion and further detail of the meeting you can view the streamline video at the following link: <http://townhallstreams.com/locations/rock-hall-md>. They are also available at the Town Office\*\*\**

Mayor Jacobs called the meeting to order at 6:01 p.m. In attendance were Vice Mayor Andrews, Councilmember Edwards, Councilmember Collyer, and Town Manager Resele. Councilmember Jones was absent.

**Agenda**

Vice Mayor Andrews motioned to approve the agenda as presented. Councilmember Collyer seconded the motion. All present in favor. Motion carried.

**Minutes**

Vice Mayor Andrews motioned to approve the Utilities Board meeting minutes for August 31, 2020. Councilmember Edwards seconded the motion. All present in favor. Motion carried.

**Sewer Allocation Report**

Town Manager Robert Resele stated that there were no changes to the report from the previous month and that there were no new hook ups.

## **Sewer Credits Request**

Rock Hall Landing Marina cannot find the source of the problem. Asking for a sewer credit of \$3,080.14.

Vice Mayor Andrews made a motion to approve a sewer credit of \$3,080.14 to Rock Hall Landing Marina. Councilmember Edwards seconded the motion. All present in favor. Motion carried.

Anthony Colache found a leak and requested a sewer credit of \$718.00.

Vice Mayor Andrews made a motion to approve a sewer credit of \$718.00 to Anthony Colache. Councilmember Collyer seconded the motion. All present in favor. Motion carried.

## **Water Plant Updates**

Replaced the VFD drive on Well 4 and is running well.

Town Manager Resele showed the Council a picture of the butterfly valve to show the corrosion and why they need to flush the system so often is because of the buildup in the pipes.

Alarm system will be wired this week.

Water Plant meters installation was stopped because of the condition of the main header at #5 well.

Bidding and selection of hardware for new automated meters is completed. Will select this week.

Town Manager Resele's report is attached for details.

## **Wastewater Treatment Plant Updates**

Root Blower needs to be repaired. Will get quotes for pricing.

Waiting on MDE financial review to order new pumps.

Chris will have the draft ready for the PER for ENR Grant by Monday, October 5, 2020.

### **Utilities Projects**

#### **ENR Grants**

DSI won the bid for the pumps. Should have new pumps in about 14 weeks.

#### **Water Meter & Utility Billing Software Upgrade**

Received five-meter bids on September 28, 2020. Ready to make selection of selected bidder.

#### **Water Plant Filtration Solution**

Inspection complete.

#### **Water Plant Check Value**

Nothing new.

#### **Water Plant Well Alarm**

The alarm system will be wired this week.

#### **2017 USDA Water Improvement Project**

No update.

#### **Kent County Waste Services Agreement**

Meeting next Wednesday to review and discuss issues with Mike Moulds

## **FY 19 TAG Grant**

Must be submitted by Tuesday, September 28, 2020 to provide technical assistance and resources to town businesses or to repurpose those funds to provide a mini-grant program for businesses as a result of the impacts of COVID. A discussion followed.

Vice Mayor Andrews made a motion to request to repurpose the funds from the FY 19 TAG Grant. Councilmember Edwards seconded the motion. All present in favor. Motion carried.

## **Energy Audit**

Hope Clark gave a presentation to see if they can help the Town on energy savings.

## **Next Meeting Dates**

Next Utilities Board Meeting will be Monday, November 2, 2020 at 6:00 pm.

## **Adjournment**

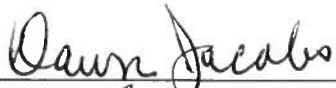
Vice Mayor Andrews made a motion to adjourn the Utility Board Meeting. Councilmember Edwards seconded the motion. All present in favor. Motion carried. Meeting adjourned at 7:25 p.m.

Respectfully Submitted:

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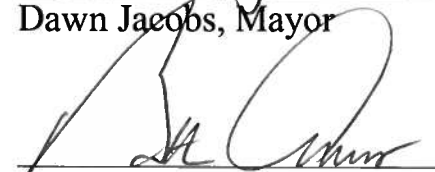
Cheryl M. Butler

Approved by:



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Dawn Jacobs, Mayor



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Beth Andrews, Vice Mayor

Absent


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Carolyn Jones, Councilmember



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Timmy Edwards, Councilmember



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Eleanor Collyer, Councilmember



To: Utilities Board  
From: Bob Resele, Town Manager  
Re: Status of Sewer Allocation as of September 28, 2020

246,700 gallons per day (gpd) of available allocation established by the Maryland Department of the Environment letter dated March 12, 2003.

	<u>8/31/2020</u>	<u>9/28/2020</u>
Detail of outstanding final allocation	85,073	85,073
Total gpd remaining	74,327	74,327

Detail of outstanding final allocation:

Haven Harbour	1,650	1,650
Cope Hubbard	40	40
Peter & Valerie Bradley	300	300
Harry Deal/Clementine Davis	300	300
Charles Clark/Ed Kulley	300	300
PN/SN	58,083	58,083
SC/GL	11,200	11,200
45 Vacant Lots	<u>13,200</u>	<u>13,200</u>
	85,073	85,073



## **Town Manager Utility Meeting**

September 28., 2020

6:00 PM

Type of Meeting: Utility Board

### **Sewer Allocation Report**

1. No Change in allocations since last meeting

### **Sewer Credit Request**

1. List of billings:
  - a. Rock Hall Landing Docks
  - b. Anthony Colache

### **Water Plant Operation Update:**

1. Running on new VFD controller in Well 4R
2. Picture of butterfly valve in Water Plant
3. Alarm System hardware is on site and wiring will start this week
4. New Meters arrived and installation was stopped until we get addition material because of condition of main header at #5 well – \$921.55
5. Bidding and selection of hardware for new automated meters is completed and awarding will be this week – selection process is attached

### **Waste Water Plant Operation Update:**

1. Root Blower need replaced – out for quotes for pricing
2. #1 Clarifier running after repair
3. Waiting for MDE financial review to order new pumps – latest up from Preeti was on 9/22
4. Draft for PER for ENR project will be available next Monday 10/5/20