



**MAYOR & COUNCIL**  
**UTILITIES BOARD MEETING MINUTES**  
November 30, 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 6:03 p.m. In attendance were Vice Mayor Andrews, Councilmember Jones, Councilmember Edwards, Councilmember Collyer (arrived a few minutes late), and Town Manager Resele.

**Agenda**

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

**Minutes**

Vice Mayor Andrews motioned to approve the Utilities Board meeting minutes for November 2, 2020. Councilmember Edwards seconded the motion. All 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**

5815 Clam Cove Road – Nancy Smith requested a sewer credit.

Vice Mayor Andrews made a motion to approve a sewer credit of \$107.76 to Nancy Smith. Councilmember Collyer seconded the motion. All in favor. Motion carried.

## **Water Plant Updates**

Fixed the water line at the Civic Center.

RHES had a water leak which was a 6-inch main from Chesapeake Avenue to the school meter. David A. Bramble will complete the job on Tuesday.

Town Manager Resele's report is attached for details.

## **Wastewater Treatment Plant Updates**

Root Blower has been installed at the WWTP. Will need to buy a spare one for \$1,500.00. Will discuss further at the next M & C Regular Business Meeting.

Repaired the portable pump for the back-up systems.

## **Utilities Projects:**

### ***ENR Grants***

Still waiting on MDE.

### ***RAS Pump***

Working on getting the agreement executed.

### ***Water Meter Project***

Bidding is complete selected JJID to perform the meter and lateral replacement.

### ***Water System PER***

Agreement sent to USDA requesting them to pay for the engineering study.

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

Nothing new.

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

The alarm system is in the test stages.

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

Working with Terry Fearins.

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

Meeting next week to review and discuss issues with Mike Moulds.

### ***Energy Audit***

Nothing new.

### **Next Meeting Dates**

Next Utilities Board Meeting will be Monday, January 4, 2021 at 6:00 pm.

### **Adjournment**

Vice Mayor Andrews made a motion to adjourn the Utility Board Meeting. Councilmember Jones seconded the motion. All in favor. Motion carried. Meeting adjourned at 6:35 p.m.

Respectfully Submitted:

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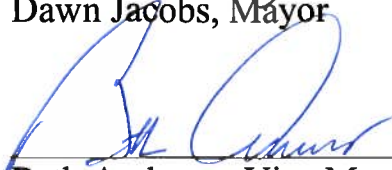
Cheryl M. Butler

Approved by:



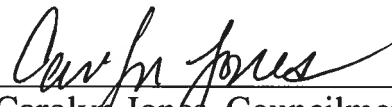
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Dawn Jacobs, Mayor



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Beth Andrews, Vice Mayor



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Carolyn Jones, Councilmember



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Timmy Edwards, Councilmember



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Eleanor Collyer, Councilmember



## **Town Manager Utility Meeting**

November 30, 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. 5815 Clam Cove Road #B-47 (sewer credit of \$ 107.76) \*

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

1. Major water leak under buildings at Civic Center (Water line replaced)
2. Alarm System in testing stage (see screen shot)
3. Working on discolored water, Sunday had a reported discolored water on E Sharp St. (flushed and problem went away)
4. Major water main break at RHES. Est cost 15 – 20K

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

1. Roots Blower Received for WWTP – need to buy spare **\$1500**
2. Repaired portable pump for back up system when pumping stations are down. We currently have two pumps

### **Utilities Project:**

#### **1. WWTP ENR Upgrade PER:**

- Still waiting for MDE to offer comments on the draft. These are overdue from them, however, not much we can do other than to be the squeaky wheel



**2. RAS Pump Project:**

- Working on getting the Agreement executed. Once that's done, we'll have a preconstruction meeting. My understanding from DSI is that they've already ordered the pumps, so none of this is holding up their procurement of these long lead time items.

**3. Water Meter Project:**

- The bidding is complete and the Town has selected JJID to perform the meter and lateral replacements. GMB submitted a letter of recommendation and the Town has submitted a letter of concurrence. GMB has submitted a bidding review package to MDE for their review and approval. MDE has not submitted approval for the construction or purchase of water meters to date. I am expecting it to be forthcoming. We hope to start the project the first part of 2021. Scott W. Getchell

**4. Water System PER:**

- GMB has submitted to the Town a final copy of the EJCDC agreement between the Town and GMB to complete a preliminary engineering report for the water system. An environmental report will be completed if USDA requires it. This study will evaluate the wells, water treatment plant, storage tanks and distribution system and make recommendations for improvement. The final agreement addressed attorney comments. Once the Town signs the agreement, it will be forwarded to USDA for their review and concurrence. Following that step, the study can begin. We estimate the first part of 2021.

**5. Water Plant Filtration:**

- Testing completed on water, waiting for media specs

**6. Water Plant Alarm:**

- Testing stage (see screen shot)\*

**7. FY17 USDA:**

- Working with Terry S. Fearins



**8. Kent Co Water/Sewer Agreement:**

- 3rd meeting setup for next week with Mike Moulds

**Energy Audit:** N/A