



MAYOR & COUNCIL
UTILITIES BOARD MEETING MINUTES
November 28, 2022

****Meeting minutes are prepared 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 Jones, Councilmember Edwards, Councilmember Cook, Town Manager Resele. Councilmember Collyer was absent.

Agenda

Councilmember Cook made a motion to approve the agenda as amended. Vice Mayor Jones seconded the motion. All present in favor. Motion carried.

Minutes

Councilmember Cook made a motion to approve the Utilities Board meeting minutes for November 3, 2022. Councilmember Edwards seconded the motion. All present in favor. Motion carried.

Sewer Credits Request

5805 Waterman's Way requested a sewer credit of \$235.62 because of a water leak.

Vice Mayor Jones made a motion to approve their request of \$235.62. Councilmember Edwards seconded the motion. All present in favor. Motion carried.

Sewer Allocation Report

Town Manager Robert Resele stated there were no changes.

Water System Upgrade Project

GMB sent an update where they would like to have one project but split in to two separate phases. The Water Plant project will cost around 11 million and the Distribution project will cost around the same, 11 million.

Water Plant Operations Update

Monthly Readings:

- a. Running Well 4
- b. 241 hours of operation
- c. 5.3 million gals
- d. 443 gals of Chlorine
- e. 341-gals of Caustic
- f. 271 gals of PACL
- g. 3.84 gals of Fluoride

Wastewater Treatment Plant Operations Update

Monthly Readings:

- a. 3.3 inches of rain
- b. 4.9 million of gallons through the plant

Headworks:

- a. Test startup date will be December 12, 2022
- b. December 21, 2022 for substantial completion

Alarm System: on order with a two-week delivery.

Pump Station Updates

2. Status of Pump Stations:

- a. #1 running – #2 still not working. DSI discussion to repair.
- b. #2 running with Pump #1– Purchased Pump for #2 delivery will be May.
- c. #3 – #1 pump running.
#2 pump need valve repaired for Pump removal. Need to schedule with DSI.
- d. #4 – Ordering in Flow meter – ARPA funding.
- e. #5 – Okay
- f. #6 – Okay
- g. #7 – Okay
- h. #8 – Okay
- i. #9 – Okay

Utilities Projects:

ENR Grants

GMB active in design. Town to collect water samples and send to UV vendor to determine impact of dissolved iron in water. Had call w/MRDC, GMB sent them PER. MRDC to explore options for additional grant funding and reach out to USDA. Had a call with MDE/MDRC/USDA/GMB about other possible funding. Funding applications start December 1, 2022 – January 31, 2023.

Headworks Replacement – WWTP

Equipment on site November 2, 2022, new schedule show December 21, 2022 for substantial completion.

Pump Stations Upgrade/Replacement

Added to MRDC Circuit Rider list / will complete application when available (#2 Pump Station is priority) Applications open 12/1/2022 close 1/31/2023. (Administrative cost for Town will be 1.5% of grant cost for MRDC, but will be included in Grant to cover Cost)

Water Meter & Utility Billing Software Upgrade

MRDC assisting to determine how Town can use remaining project funding to complete installation of water meters. RFQ to install meters being prepared.

Water Main Replacement Solution

GMB to use dig and replace concept for water main replacements. Separate Water Plant and Distribution line. 1 ½ years to design phase at \$22 million.

Water Tower Refurbishment

Liberty Street Tower will be first project to start maintenance and refurbishment. Start date TBD. Water Plant project includes remaining 9 years. Contractor working to remove all devices on towers not being contracted or paying.

Water Main Improvements - Haven Road

GMB to use dig and replace concept for water main replacements. MRDC searching funding agencies to look for additional funding as Grant funding obtained thus far is likely insufficient to fully fund all of Haven Road improvements scope. Also, could use ARPA if needed.

Water Main Improvements – Boundary Avenue

Water Main Improvements (Boundary Avenue) – GMB's projects or combined with Haven Road. MRDC is working with CDBG to extend timing of grant. Need MDE approval to use our on-call Engineering Group.

2017 USDA Water Improvement Project Finalization

MRDC contacting USDA to get final resolution.

Kent County Water Service Agreement

Quoting installation cost for new meter (RFQ in completed). Need to adjust ARPA funding to support the project.

Civic Center Drainage

GMB putting together bids specs.

Councilmember Cook – Sewer Plant Liaison – Discussion Points

Nothing to report.

Public Works Financing Forecast

Nothing to report.

Energy Audit

Setting up meeting with ESMEC Energy Trust to discuss our energy program.

Next Meeting Dates

Next Utilities Board Meeting – Monday, November 28, 2022 at 6:00 pm.

Adjournment


Councilmember Edwards made a motion to adjourn the Utility Board Meeting. Vice Mayor Jones seconded the motion. All present in favor. Motion carried. Meeting adjourned at 6:47 p.m.

Respectfully Submitted:


Cheryl M. Butler

Approved by:


Dawn Jacobs, Mayor


Carolyn Jones, Vice Mayor


Tim Edwards, Councilmember


Eleanor Collyer, Councilmember


James Cook, Councilmember