



MAYOR & COUNCIL
UTILITIES BOARD MEETING MINUTES

October 3, 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 6:00 p.m. In attendance were Vice Mayor Jones, Councilmember Edwards, Councilmember Cook and Town Manager Resele. Councilmember Collyer was absent.

Agenda

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

Minutes

Councilmember Edwards made a motion to approve the Utilities Board meeting minutes for August 1, 2022. Vice Mayor Jones seconded the motion. All present in favor. Motion carried.

Councilmember Cook made a motion to approve the Utilities Board meeting minutes for May 2, 2022. Vice Mayor Jones seconded the motion. All present in favor. Motion carried.

Sewer Credits Request

None to report.

Sewer Allocation Report

Town Manager Robert Resele stated there were no changes.

Water Plant Operations Update

Monthly Readings:

- a. Running Well 4
- b. 298 hours of operation
- c. 6.1 million gals
- d. 294 gals of Chlorine
- e. 178-gals of Caustic
- f. 223.1 gals of PACL
- g. 21 gals of Fluoride

Wastewater Treatment Plant Operations Update

Month of September failed State Fecal readings. Need to replace UV Bulbs and Sleeves - \$6721.00 (ARPA funding already in estimate).

Vice Mayor Jones made a motion to approve the replacement of the UV Bulbs for \$6,721.00. Councilmember Cook seconded the motion. All present in favor. Motion carried.

Headworks – manual bar screen in place until new head works is installed.

Waiting on quote for Sewer Plant alarms.

Pump Station Updates

New Alarm System for 8 Pumping Stations. All installed but PS#6 and PS#9 which needs a module and has been order.

Status of Pump Stations:

- a. #1 – Okay
- b. #2 – running with Pump #1– Need to purchase new Pump for #2 position.
 - a. #1 pump shaft repair and seal
 - b. #2 pump leak in wall repaired
 - c. Need power supply / float for alarm call out (damage in Pump well repair)
- c. #3 – #1 pump running and #2 pump need valve repaired.
- 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.

Headworks Replacement – WWTP

Temporary screen was installed by GC on September 16th due to delay of mechanical bar screen shipment. Unit is expected to arrive mid-November.

Pump Stations Upgrade/Replacement

Added to MRDC Circuit Rider list.

Water Meter & Utility Billing Software Upgrade

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

Water Plant Filter Solution

GMB has worked thru the USDA comments and will have finalized PER ready middle of this week. GMB currently working on ER letters. Finalized PER needs to be presented/discussed with Council, MRDC would like to attend. GMB met w/MRDC, PER to be sent so that they can understand what improvements are to be prioritized and funding can be sought.

Water Tower Refurbishment

Liberty Street Tower will be first project to start maintenance and refurbishment. Start date TBD.

Grant for Haven Road

GMB active in design. MRDC wants to set up meeting w/funding agencies to look for additional funding as funding obtained thus far is likely insufficient to fully fund all of Haven Road improvements scope.

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).

Civic Center Drainage

GMB delivered Drainage Report to Town on 9/30. Need Town to review and determine on proceeding with recommended improvements. Next step is to contract with GMB to prepare design/bidding documents and permit the work.

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 will be moved to Tuesday, November 1, 2022 at 6:00 pm. because of Halloween.

Councilmember Cook made a motion to move the Utility Board and Regular Workshop Meeting to Tuesday, November 1, 2022 at 6:00 pm. Vice Mayor Jones seconded the motion. All present in favor. Motion carried.


Adjournment

Councilmember Cook made a motion to adjourn the Utility Board Meeting. Councilmember Edwards seconded the motion. All present in favor. Motion carried. Meeting adjourned at 6:59 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