



**MAYOR & COUNCIL**  
**UTILITIES BOARD MEETING MINUTES**  
April 3, 2023

*\*\*\*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 attended virtual.

**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 Cook made a motion to approve the Utilities Board meeting minutes for February 27, 2023. Vice Mayor Jones seconded the motion. All in favor. Motion carried.

**Sewer Credits Request**

None to report.

## **Sewer Allocation Report**

Town Manager Robert Resele stated there were no changes.

## **Public Works Operation Update – Town Manager**

### ***Water Plant Operations Update***

#### **Monthly Readings:**

- a. Running Well 4
- b. 236 hours of operation
- c. 5 million gals
- d. 239 gals of Chlorine
- e. 113 gals of Caustic
- f. 165 gals of PACL
- g. 23 gals of Fluoride

#### **Rebuild Chlorine system:**

- a. Replaced washer 3/31/2023  
Looking into testing liquid chlorine for the water with Coyne Chemical for safety and maintainable.
- b. Dump valve will be installed this week for discharge from the clarifier.

## **Wastewater Treatment Plant Operations Update**

#### **Monthly Readings:**

- a. 4.2 inches of rain
- b. 6.4 million gallons going through the plant

#### **Headworks**

New Bar Screen running/Punch List completed.

## **Plant Alarm MDT**

Added new alarms

Need to order post aeration blower for \$3,500.00 .

Councilmember Jones made a motion to replace the aeration blower for \$3,500.00 for the Sewer Plant. Councilmember Edwards seconded the motion. All in favor. Motion carried.

### **Pump Station Updates**

1. Status of Pump Stations: All nine up and running.

MRDC Creating Funding for #1, 2, and 3 – application due March 3, 2023 – still waiting on response.

East Sharp Street Sewer Main Repair: Current cost as far is \$216,358.09.

### **Utilities Projects – Status Report – Town Manager:**

#### **Water Plant Upgrade**

1. Received USDA review comments from Oct. 2022 Draft PER on 3/15/2023.
  - a. USDA asked for confirmation that existing Elevated Storage Tanks do not have lead paint. (Bob to send GMB updated inspection report documenting no lead).
  - b. USDA asked for minor format updates to Chapter 8. GMB to complete.
2. GMB to include Town Council review comments from 11/3/2023 in Final PER:
  - a. Well #6 Alternative: Add discussion in report that design phase of Well #6 will include exploration of local aquifers for improved raw water quality. Analysis will require hydrogeological investigation and possible application for additional Appropriations Permit if Well #6 is installed in new aquifer. Included in PER costs:

- i. Test Well Program = \$130,000.00 under Well No. 6 alternative.
- ii. Hydrogeological Planning Study Sub-Consultant = 75,000.00 budget under Engineer fees.
- c. Water Distribution Upgrades: Add discussion in report that CIPP lining versus full replacement of water main will vary per project and be based on site conditions for each location of new water main.

### **Water Lines Replacement Project**

Report was completed by GMB and submitted to Bob for review on 3/31/2023.

All environmental review agencies noted project has no adverse environmental impacts anticipated.

Once approved by Town, GMB will submit to USDA for approval and Categorical Exclusion from detailed Environmental Assessment requirements.

GMB will be available to discuss any comments from Town Council at the April 13<sup>th</sup> meeting.

### **Water Tower Refurbishment**

Meeting on March 31<sup>st</sup> with Verizon. Working with both Engineer groups to get design of walkway corral.

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

GMB is authorized to proceed with preparing Installation Contract Bid package for the new meter. GMB need to set up a meeting to have Town Public Works fill in on meter swap out challenges and info needed to clearly convey scope in bid documents.

### **Water Meter Edesville Water Service Line**

Nothing to report.

### **Water Line Replacement – Haven Road**

Soil Conservation District – permit approved.

Working on MDE NOI permit for Stormwater during Construction approval.

Submitted specifications and construction contract requirements related to CDBG grant requirements to DHCD – Justin Fair, for approval.

Tentative pre-bid meeting date: April 18, 2023.

Need to start advertisement by April 11, 2023.

Need Town to review and comment on pavement restoration concerns.

### **Water Line Replacement – Boundary Avenue**

Field survey is complete.

GMB working on base drawings.

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

Nothing to report.

### **Kent Co Water/Sewer Agreement**

Nothing to report.

### **ENR Upgrade Project**

### **Wastewater Treatment Plant**

GMB had 50% design review meeting with Town on 3/22, minutes have been issued.

GMB to arrange site visits at other WWTP's with similar systems for Town to see.

MDE is preparing draft Consent Agreement, has requested project schedule/milestones from Town.

USDA/Huester is looking for items that Town to send once Audit is completed

### **Headworks Replacement – WWTP**

Contractor is planning to be ready for Final Completion on April 14<sup>th</sup>.

### **Pump Stations Upgrade/Replacement**

Added to MRDC list – see below.

#1,2,3 Pump Station are priority.

Application were submitted March 3, 2023 - MRDC is preparing CDS funding Applications to go to Senators Van Hollen and Cardin. Still waiting to hear back.

### **Councilmember Cook – Sewer Plant Member – Discussion Points**

Nothing to report.

### **New Business**

With the untimely death of Vikki Prettyman, the new representative for SERCAP will be Jewell Gibbons.

The East Palestine contaminated water that was going to be sent to Baltimore has been rejected by Baltimore Mayor Brandon Scott.

## **Old Business**

### **PW Project & Funding Forecast – Update**

Mayor Jacobs presented the updated PW Project and funding forecast. A discussion followed.

### **Grease Trap Regulations/Requirements**

Councilmember Cook is working this.

### **Energy Audit**

Had a Board meeting March 23<sup>rd</sup> with ESMEC (Eastern Shore of Maryland Education Consortium) – going to schedule one on one call to understand our agreement.

### **Next Meeting Dates**

Next Utilities Board Meeting – Tuesday, May 2, 2023 at 6:00 pm.

### **Adjournment**

Councilmember Edwards made a motion to adjourn the Utility Board Meeting. Vice Mayor Jones seconded the motion. All in favor. Motion carried. Meeting adjourned at 6:53 p.m.

Respectfully Submitted:



Cheryl M. Butler

Approved by:



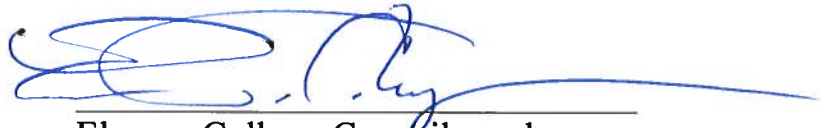
Dawn Jacobs, Mayor



Carolyn Jones, Vice Mayor



Tim Edwards, Councilmember



Eleanor Collyer, Councilmember



James Cook, Councilmember