



MAYOR & COUNCIL
UTILITIES BOARD MEETING MINUTES
February 27, 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 6:05 p.m. In attendance were Vice Mayor Jones, Councilmember Edwards, Councilmember Collyer, Councilmember Cook and Town Manager Resele.

Agenda

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

Minutes

Councilmember Cook made a motion to approve the Utilities Board meeting minutes for January 30, 2022. Councilmember Collyer 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. 231 hours of operation
- c. 4.9 million gals
- d. 146 gals of Chlorine
- e. 194 gals of Caustic
- f. 360 gals of PACL
- g. 13 gals of Fluoride

Rebuild Chlorine system:

- a. Replaced flow valve
- b. Install new solenoid valve was replaced
- c. Next project is to add booster pump - getting quote. This needs to be reinstalled because it has been out of operation for five (5) years.

Wastewater Treatment Plant Operations Update

Monthly Readings:

- a. 3.8 inches of rain
- b. 5.8 million of gallons going through the plant
- c. Lowering the lagoon aggressively since July

Headworks – New Bar Screen running / Punch List completed and waiting for resolutions of list.

Plant Alarm MDT – Complete and working. ARPA Money

Pump Station Updates

1. Status of Pump Stations:

- a. #1 running – #2 needs shut off valve repaired.
- b. #2 running with Pump #1–New Pump on order for #2 position – April 15th estimated delivery.
- c. #3 – #1 pump running and #2 pump need valve repaired for pump removal.
- d. #4 – Ordering in Flow meter – ARPA funding.
- e. #5 – Okay
- f. #6 – Okay
- g. #7 – Okay
- h. #8 – Okay
- i. #9 – Okay

MRDC Creating Funding for #1, 2, and 3 - application due March 3, 2023.

East Sharp Street Sewer Main Repair:

Waiting on invoice.

Asphalt plant open next week for Street repair.

Contractor wants to sell five loads of Crusher Run for \$2000.00 to use on all road repairs.

Vice Mayor Jones made a motion to purchase crusher run from Brambles to keep at sewer plant for the Towns use for \$2,000.00. Councilmember Collyer seconded the motion. All in favor. Motion carried.

Utilities Projects – Status Report – Town Manager:

Water Plant Upgrade and Water Lines Replacement Project

Waiting to hear back from USDA on funding.

Draft report has been submitted and is under review. Scheduled meeting for April 3, 2023.

Water Tower Refurbishment

Inspect of both towers completed last week.

New coral on top of Liberty Street to be reconstructed – should start with good weather.

Water Meter & Utility Billing Software Upgrade

MDE responded to Town's request to allow preparation on separate construction contract for installation of water meters by general contractor. GMB will prepare engineering services amendment for MDE's consideration for contractors to install water meters.

Water Meter Edesville Water Service Line

Still waiting on final quote.

Water Line Replacement – Haven Road

Received permit from SCS (Soil Conservation Department). Need to schedule meeting to review with Town and GMB. Meeting with CDBG to review last week - no issues found.

Water Line Replacement – Boundary Avenue

Field survey work is in queue, not much design work can proceed until base drawings are prepared.

2017 USDA Water Improvement Project Finalization

Nothing to report.

Kent Co Water/Sewer Agreement

Nothing to report.

ENR Upgrade Project

Wastewater Treatment Plant

GMB working on design with focus on information electrical engineers need to proceed

GMB was to arrange a design review meeting with Town to occur in late February. GMB dropped the ball on this and now it won't happen until early March.

USDA/Hueter is looking for items that Town needs to send once Audit is completed.

Headworks Replacement – WWTP

Screen is running.

Punchlist inspection held on February 23, just minor work items remaining. Working towards project close-out and final inspection. Town Manager Resele is optimistic that close-out can occur mid-March.

Pump Stations Upgrade/Replacement

Added to MRDC list – see below.

#1,2,3 Pump Station are priority (not all pump station)

Application will be submitted March 3, 2023 - MRDC is preparing CDS funding Applications to go to Senators Van Hollen and Cardin.

MRDC Funding Applications

MRDC is preparing CDS funding Applications to go to Senators Van Hollen and Cardin.

Three (3) Applications are to be sent:

- (1) – Water Treatment Plant - Well Project.
- (2) – Three Sewage PS upgrades - same project that went to MDE on January 2023.
- (3) – Water Distribution - project A, B, C which are not already contracted.

Councilmember Cook – Sewer Plant Member – Discussion Points

Councilmember Cook discussed maybe doing a PER to find money for partially replacing the entire gravity sewer line system with forced mains and a grinder pump powered system. This would get rid of the Pump Stations. The grinder pumps would be installed at each house. A discussion followed. It was also mentioned that maybe the Town Manager can get a quote for a scope camera to identify the problems in the sewer lines.

New Business

Nothing to report

Old Business

Grease Trap Regulations/Requirements

Councilmember Cook is working on a new connection application.

Energy Audit

Invite from Maryland Rural Water Association (Dennis Bartholomew – Energy Efficiency Advisor) next Utility Board meeting on May 1, 2023.

Review of the Rock Hall Town Conversation Session

Mayor Jacob thought it was a terrific but was disappointed that only 5 residents were in attendance. She also thanked Town Manager Resele, Councilmember Cook and Vice Mayor Jones for all their hard work.

Next Meeting Dates

Next Utilities Board Meeting – Monday, April 3, 2023 at 6:00 pm.


Adjournment

Councilmember Edwards made a motion to adjourn the Utility Board Meeting. Councilmember Collyer seconded the motion. All in favor. Motion carried. Meeting adjourned at 7:03 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