



MAYOR & COUNCIL
UTILITIES BOARD MEETING MINUTES
January 30, 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 Collyer, Councilmember Cook and Town Manager Resele. Councilmember Edwards joined the meeting at 6:19.

Agenda

Councilmember Collyer made a motion to approve the agenda as presented. 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 28, 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.

Public Works Operation Update – Town Manager

Water Plant Operations Update

Monthly Readings:

- a. Running Well 4
- b. 239 hours of operation
- c. 5.1 million gals
- d. 363 gals of Chlorine
- e. 158 gals of Caustic
- f. 339 gals of PACL
- g. 14.88 gals of Fluoride

Wastewater Treatment Plant Operations Update

Monthly Readings:

- a. 2.5 inches of rain.
- b. 6 million of gallons going through the plant.
- c. Lowering the lagoon aggressively since July.

Headworks – Had new Bar Screen replaced in startup.

Plant Alarm MDT – Installing plant alarm systems.

Pump Station Updates

1. Status of Pump Stations:

- a. #1 running – #2 will repair this week.

- b. #2 running with Pump #1–New Pump on order for #2 position – February 9th 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 – OK
- f. #6 – OK – replace vacuum pump, still having electrical dropouts resetting alarms to find times of power failures.
- g. #7 – Okay
- h. #8 – Okay
- i. #9 – Okay

There was a discussion on PS# 1, 2 and 3 and it was stated that all three would cost 2.6 million to replace.

Utilities Projects – Status Report – Town Manager:

Water System Upgrade Project

Water Plant Upgrade

Water Lines Replacement Project

Haven Road

Geotechnical Work

Water main marked out and that ALL of it had to be done. Surveyor has located everything now and we are CADing (computer-aided design (CAD), as it allows them to accurately visualize and present information on the areas, they are surveying. CAD modeling enables them to produce a virtual representation of the features of buildings, landscapes and more) the locations based on field survey.

Ready to make submissions to SCD & Town next week.

Still on target for final permit approvals end of February

Boundary Avenue

GMB will start this project soon and was just wanting to focus current efforts on wrapping up Haven Road

Will need to be added to GMB's projects or combined with Haven Road.

CDBG to extended timing of grant - 180-day clause.

Water Tower Refurbishment

Inspect of both towers completed last week – waiting for report

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

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.

2017 USDA Water Improvement Project Finalization

Nothing to report.

Kent Co Water/Sewer Agreement

Nothing to report.

ENR Upgrade Project

Wastewater Treatment Plant

Sent Consent Agreement request to MDE on January 23, 2023.

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

Headworks Replacement – WWTP

WHC (contractor) is working on the wrap up of various items for the screen and work to occur in another channel now that screen is running.

NPW system is now consistently operating, but have new issue with automatic mode. Hills to be on site tomorrow for repairs.

Pump Stations Upgrade/Replacement

Added to MRDC Circuit Rider list.

Will complete application by end of January.

#1,2,3 Pump Station are priority. Not all pump stations.

Emergency Sewer Line Repair

Brambles is still working on the East Sharp Street sewer line repair. There will be an extra cost for this project because Brambles had to bring another company in to cut through the concrete base. Repair estimate climbed to \$150,000.00.

All lines in the Town need to be replaced.

Councilmember Cook – Sewer Plant Member – Discussion Points

Nothing to report.

New Business

Grease Trap Regulations/Requirements

Councilmember Cook stated that in Chapter 128 of the Code Book it states that all establishments must have grease traps working. There was a discussion on enforcing the regulations and educating the business owners.

Energy Audit

Town Manager Resele became a member to receive information ESMEC Energy Trust to discuss our energy program.

Councilmember Cook proposed to possibility doing a rate study on Water/Sewer. A discussion followed.

Next Meeting Dates

Next Utilities Board Meeting – Monday, February 27, 2023 at 6:00 pm.

Adjournment

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

Respectfully Submitted:



Cheryl M. Butler

Approved by:



Dawn Jacobs, Mayor



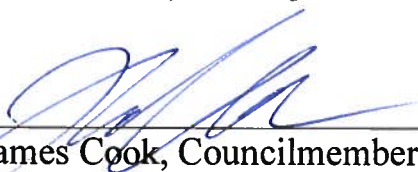
Carolyn Jones, Vice Mayor



Tim Edwards, Councilmember



Eleanor Collyer, Councilmember



James Cook, Councilmember