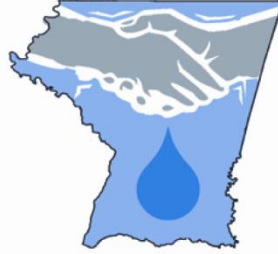


Carroll County Water Resource Coordination Council

Hampstead * Manchester * Mt. Airy * New Windsor
Carroll County Health Department



* Sykesville * Taneytown * Union Bridge * Westminster
Carroll County Government

WRCC Meeting Summary January 27, 2016

Attendees:

Frank Schaeffer	Dawn Ashbacher	Tom Devilbiss	Glenn Edwards
Steven Miller	Jim Wieprecht	Gale Engles	Brenda Dinne
Tammi Ledley	Perry Jones	Janet O'Meara	Kelly Martin
Christy Collins	Marge Wolf	Byron Madigan	Andrea Gerhard

The meeting was called to order by Frank Schaeffer at 2:30 p.m.

The October 28, 2015 and December 16, 2015 meeting summaries were approved on motion of Ms. Wolf, seconded by Mr. Miller, and carried.

Draft 2014-2015 Milestones – Brenda Dinne

Brenda reviewed the 2014/2015 programmatic milestones which were previously distributed to members. She explained that the information for the septic portion of the report was received from Leigh Broderick, Health Department. Brenda noted that the progress report is due to MDE by Friday and asked for approval of the milestones as written. The milestones were approved as written, on motion of Mr. Wieprecht, seconded by Mayor Jones, and carried.

Financial Assurance Plan/Watershed Protection & Restoration Program Report – Gale Engles & Brenda Dinne

Gale explained that the requirement for the Financial Assurance Plan (FAP) and Watershed Protection and Restoration Program (WPRP) Report came about when the 2015 Maryland General Assembly passed Senate Bill 863, revisions to the Rain Tax. Gale reviewed the biennial reporting requirements of the FAP and the annual reporting requirements of the WPRP, as well as the timelines for report submission. She explained that during a recent meeting of MS4 groups, Baltimore City, Anne Arundel County, and Frederick County discussed providing an alternative reporting method to address the bill requirements which will be submitted to MDE for review.

Business Workshop Next Steps – Brenda Dinne

Brenda reported that the Business Workshop was held on January 5. Sixteen people were registered to attend, but only 10 of those showed up and one walk-in. Three towns were also represented. Evaluations from the workshop were very positive, with a suggestion that the workshop begin earlier in the day. Brenda noted that the Environmental Advisory Council (EAC) is hoping to hold a workshop every two years unless there is additional demand. Frank indicated the workshop was informative and fast-paced. Steve noted he was impressed with some of the programs in place by companies like C.J. Miller and Hughes Trash.

MS4 Permit/Property Management and Maintenance – Municipal Pollution Reduction Program Development – Glenn Edwards

Glenn explained that he is working with staff to develop BMP guidelines for the municipalities as the Permit requires the County to reduce pollutants associated with maintenance activities. In the Annual Report, the County reports on street sweeping; inlet inspection and clearing; reducing the use of pesticides, herbicides, fertilizers, and other pollutants; and de-icing materials. Glenn indicated that he had met with the Town of Manchester to review their existing practices, and will be meeting with other municipalities in order to create a standardized reporting method.

Byron explained that good recordkeeping could solidify the County's efforts and assist in achieving additional credits.

Glenn distributed an article detailing how other jurisdictions handle inspections and maintenance.

Car Wash Fundraiser Guidance – Glenn Edwards

Glenn explained that car wash fundraisers have been determined to be exempt from the compliance requirements of MDE/EPA.

Tom noted that this means the fundraising organization will not be fined for non-compliance, but it does not mean that the municipalities or County will not have issues at the outfall. He suggested the municipalities encourage people utilizing car washes as fundraisers to move away from the storm drain and into a grassy or gravel area or an area that does not run directly into the storm drain.

New Position – Letter Regarding Budget Commitment

Tom reminded the Council that staff is requesting an additional NPDES Compliance position in the FY17 Operating Budget. He thanked Frank and Steve for their letters of support and asked that the remaining municipalities provide letters of support that can be presented to the Commissioners during the budget review process.

Update on Municipal Projects – Gale Engles

Gale provided an update on the municipal restoration projects; a copy of that report is attached to this meeting summary. She noted that as design plans move forward, staff will be sending copies to the Town Managers for their input.

Gale reported that Theresa Amoss, Grants Analyst, took another position outside of the County. She noted that there were 13 applicants received from her job posting. Gale noted that Theresa assisted the County in receiving \$4 million in the two years she worked here. Staff is in the process of completing three grants for spring submission.

Other:

Tom noted that we are halfway through the permit year, and staff will be contacting the municipalities to schedule inspections. The Annual Report is not due until December 29, but staff hopes to have the report completed for submission by the end of October. This year will be another paper submittal, as the state is not ready to move forward with the geodatabase submittal. Tom asked for any suggestions for modifications to improve the Annual Report.

Frank asked that anyone with ideas for upcoming topics for discussion see Tom or Kelly to have the items added to the agenda.

Brenda noted that she had distributed packets to each municipality containing information regarding the EAC Environmental Awareness Awards.

The meeting adjourned at 3:45 p.m.

TOWN PROJECT STATUS January 26, 2016

FUTURE PROJECTS:

NEWS FLASH – DNR has given us the green light to move forward with a full proposal for the Chesapeake & Atlantic Coastal Bays Trust Fund. A meeting will be scheduled with DNR to visit sites and discuss the full proposal the week of February 15th. Blue stars (*) indicates the projects which will be included in the grant proposal.

Hampstead (Michael's Property) – No changes from last report. An existing farm pond would be converted into a SWM facility with a possible drainage area of 331 acres and an impervious area of 91 acres. Staff is performing a preliminary investigate on dam safety and permitting issues that may exist at this property. We will be scheduling a meeting with the Town to discuss our findings.

***New Windsor (Former Waste Water Treatment Plant location) –** An on-site meeting with MDE/Army Corp was held to discuss the project. There were a few small issues that will need to be resolved; nothing major. Staff prepared a preliminary conceptual plan for the project to determine the approximate size of the facility which was presented to Frank last week. Prior to the RFP being sent out for engineering, the project will be discussed at the February 3rd Town Council meeting.

***City of Taneytown (Robert's Mill) –** An on-site meeting with MDE/Army Corp. was held with various questions relating to the instream facility discussed. They did not say no; however, there may be a few hurdles that will need to be jumped to get this project approved. BRM is working with Sean to prepare a grid for boring relating to rock on site which will accompany the RFP to be sent out this month. Once the boring are complete, the RFP will be prepared for engineering.

Twin Ridge (Mt. Airy – Frederick County Side) – Waiting for the Town to schedule meeting with MDE to discuss the dam safety issues prior to proceeding with this project.

***Union Bridge Project –** The BRM staff will be looking at other options relating to restoration work in the Town. Possible projects are the facility originally designed across from the Town Hall or a tree planting on Town owned property.

RFP:

Eden Farm (Willow Ponds) –The engineering RFP is out for proposal with the pre-bid meeting scheduled for February 2nd and the proposals due March 1st.

***Merridale Gardens/Senior Center (Mt. Airy)** – RFP is out for proposals for engineering and is due February 3rd. BRM will be scheduling a meeting with the surrounding property owners and will inform the Town of the date and time as soon as it is available.

CONCEPTUAL:

***Shannon Run/Hawk Ridge Estates** – CLSI to complete survey work week of January 11th. The Wetland Delineation was performed by Eco-Science Professionals, Inc. for \$950.00. A concept plan should be submitted by the end of February. Staff has met MDE/Army on site and received no comments of concern at this time.

***Smalls Crossing/Savannah Estates (Hampstead)** EA Engineering should have a concept plan submitted by the end of the week.

***Whispering Valley (Manchester)** – Engineering for this project was awarded to CLSI (low bidder) at \$45,645.00. The concept plan is due March 30th. BRM will be getting a proposal for the wetland delineation to be performed as soon as possible. BRM will also be scheduling a meeting with the surrounding property owners and will advise the Town of the date and time when it becomes available. We will be applying for TAP funding for this project.

PRELIMINARY:

FINAL:

***Langdon Property (City of Westminster)** – Final plans were submitted to BRM on January 21st. These plans will be sent to the City for their final approval. We need forest conservation approval. Included in this submission will be the plans for the fill site on the Gesell Property and a Traffic Control Plan for the hauling. We will be applying for TAP funding for this project.

Manchester Skate Park (Town of Manchester) – BCC approved acceptance of the grant and the Kickoff Meeting was held with SHA. CLSI will be resubmitting plans to BRM by February 3rd. BRM needs State and Federal Permits (currently out for public notice), NOI, and all necessary SHA permits and right-of-way easements.

TREE PLANTING PROJECTS:

PLANTING PHASE:

Municipal Tree Planting (Carroll County Tree Planting Phase III) – All tree plantings have been completed and are now in the three (3) year maintenance phase. The fall 2015 maintenance will be covered by the DNR grant, with the remaining two (2) years covered by County/Town funding.

City of Westminster – Trees were planted on 7.68 acres owned by the City of Westminster in November. The DNR grant will cover the initial installation cost (\$33,733.70) and the County/Town will fund the three (3) year maintenance ending in the fall of 2018 for \$13,866.30.

Town of New Windsor – Trees were planted on 2.2 acres owned by the Town of New Windsor in November. The DNR grant will cover the initial installation cost of \$11,850.00 and the County/Town will fund the three (3) year maintenance ending in the fall of 2018 for 7,618.70.

Carroll County Water Resource Coordination Council

Hampstead * Manchester * Mt. Airy * New Windsor
Carroll County Health Department



* Sykesville * Taneytown * Union Bridge * Westminster
Carroll County Government

WRCC Meeting Summary February 24, 2016

Attendees:

Frank Schaeffer	Jim Wieprecht	Ginny Siemer	Byron Madigan
Steven Miller	Perry Jones	Richard Brace	Glenn Edwards
Christy Collins	Marge Wolf	Tom Devilbiss	Brenda Dinne
Monika Weierbach	Jeff Glass	Gale Engles	Kelly Martin
Dick Swanson	John Dick	Janet O'Meara	Andrea Gerhard
			Joanna Freeman

Opening Statement

The meeting was called to order by Frank Schaeffer at 2:30 p.m.

Steve Miller reported that he had participated in a conference call which included Leigh Broderick from the Health Department and approximately 15 others regarding a “radon belt” in Carroll County. He noted that the other municipalities may be contacted. Radon is not regulated by the State, but most lenders require a test before settlement.

The January 27, 2016 meeting summary was approved on motion of Mr. Jones, seconded by Ms. Wolf, and carried.

Project Clean Stream 2016 – Joanna Freeman

Glenn Edwards introduced Joanna Freeman, Maryland Program Coordinator, Alliance for the Chesapeake Bay. Ms. Freeman provided information regarding the Alliance’s mission and how it works to engage communities to heal the land and water. Ms. Freeman noted that April 2 is designated as Project Clean Stream. Additional information on this effort can be found on Facebook at “Project Clean Stream” or on their website: www.cleanstream.allianceforthebay.org. Ms. Freeman can be reached at 443-949-0575. The Alliance provides materials to be used for trash removal, invasive removal, and tree plantings, connecting community groups to local departments of public works, larger watershed groups, etc., to assist in their efforts to beautify their neighborhoods.

Legislative Update – Brenda Dinne

Brenda Dinne provided the status of proposed environmental legislation related to water quality, stormwater fees, water and sewer, land use, and other bills of interest to the municipalities. She distributed copies of House Bill 742, Environment – Water Service Shut Off Protection Act.

To serve as the lead intergovernmental agency for water resource planning, development and protection.

Update on Municipal Projects – Gale Engles

Gale Engles provided an update on the municipal restoration projects; a copy of that report is attached to this meeting summary. She reported that Colleen Ensor has been selected for the vacant Grants Analyst position, and she will begin March 10.

Other:

Frank Schaeffer acknowledged Richard Brace, the new Health Department representative, and welcomed him to the Council.

Glenn Edwards noted that municipal staff may be receiving an email from Pat Varga regarding updated storm drain mapping. He reported that visual surveys are 37 percent complete, with a total of 62 planned to be completed this year, 17 of which are in the municipalities.

The meeting adjourned at 3:22 p.m.

**TOWN
PROJECT STATUS
February 22, 2016**

FUTURE PROJECTS:

NEWS FLASH – Met with DNR relating to the full proposal for the Chesapeake & Atlantic Coastal Bays Trust Fund. The meeting went very well and I will be requesting support letter from all municipalities. I will send you a sample letter in the near future. Blue stars (*) indicate the projects which will be included in the grant proposal.

Hampstead (Michael's Property) – This project will be removed from the list next month; the Michael's are not interested in working with the County.

New Windsor (Former Wastewater Treatment Plant location) – Survey crew will provide BRM staff with outfall elevation relating to existing storm drain structures. BRM staff scheduled to visit site on February 24th. RFP will be sent out the 1st week of March.

***Robert's Mill (City of Taneytown)** – Boring locations have been established and were sent to contractors for proposals. Upon completion of the borings, an RFP will be sent to all term engineering contractors.

Twin Ridge (Mt. Airy – Frederick County Side) – Waiting for the Town to schedule meeting with MDE to discuss the dam safety issues prior to proceeding with this project.

***Union Bridge Project** – At this time we will be consulting with the Town of Union Bridge to submit a tree planting for the DNR grant. The tree planting is proposed along the stream across from the Town Hall.

RFP:

Eden Farm (Willow Ponds) – The engineering RFP is out for proposals which are due March 1st. The pre-submittal meeting was held February 2nd and was very well attended.

***Merridale Garden/Senior Center (Mt. Airy)** – CLSI was the low bid for the engineering design at \$54,715.00. Kickoff meeting will be held February 24 and we anticipate the initial concept plans on April 13th. BRM will be scheduling a meeting with the surrounding property owners and will inform the Town of the date and time as soon as it is available.

CONCEPTUAL:

- *Blue Ridge Manor (New Windsor)** – After meeting with the Town Council, this project has been added back to the retrofit list. Staff will continue with design of the concept plan and looking at dam safety issues. Upon completion of the engineering review, this information will be sent to MDE for their preliminary approval.
- *Shannon Run/Hawk Ridge Estates (Town of Sykesville)** – A concept plan should be submitted February 23rd. Meetings have been held with the neighboring property owners of the Hawk Ridge facility relating to tree removal and modifications have been made to the plans to accommodate their requests. Application for MDE/ Army Corp. permits will take place after submission of the concept plan. BRM will be meeting with the Town to go over the plans once they are submitted.
- *Smalls Crossing/Savannah Estates (Hampstead)** Plans were submitted and SWM comments are ready to submit to EA. BRM will schedule a meeting with the Town to go over the design within the next several weeks. BRM will be contacting BGE regarding the new bio-retention facilities and need to relocate the electric service in this area.
- *Whispering Valley (Manchester)** – CLSI is on track to submit the concept plan on March 30th. Wetland delineation will be performed by Eco-Science for \$650.00. BRM will also be scheduling a meeting with the surrounding property owners and will advise the Town of the date and time when it becomes available. We will be applying for TAP funding **next year** for this project.

PRELIMINARY:

FINAL:

- *Langdon Property (City of Westminster)** – SWM comments were sent to CLSI and an additional boring is necessary to complete the design. CLSI will be resubmitting plans March 4 and these plans will be sent to the City for their final approval. We need forest conservation approval which requires a variance request. BRM is currently looking at alternative sites for the fill to be taken (farm property adjacent to maintenance center or landfill). We will be applying for the TAP funding for this project (deadline May 16th). Notification of the TAP funding will not be made until September; therefore, projected construction date will be spring of 2017 if TAP funds are awarded.
- Manchester Skate Park (Town of Manchester)** – Plans have been approved by SWM and FC and will be discussed with Steve Miller on February 24th. BRM needs State and Federal Permits (currently out for public notice), NOI, and all necessary SHA permits and right-of-way easements. Final Review Package is being prepared to be submitted to SHA (TAP funds) for their review and should be

submitted by the end of March. We are anticipating a spring 2017 construction date.

TREE PLANTING PROJECTS:

PLANTING PHASE:

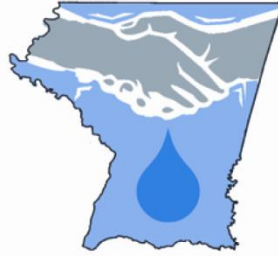
Municipal Tree Planting (Carroll County Tree Planting Phase III) – All tree plantings have been completed and are now in the three (3) year maintenance phase. The fall 2015 maintenance will be covered by the DNR grant, with the remaining two (2) years covered by County/Town funding.

City of Westminster – Trees were planted on 7.68 acres owned by the City of Westminster in November. The DNR grant will cover the initial installation cost (\$33,733.70) and the County/Town will fund the three (3) year maintenance ending in the fall of 2018 for \$13,866.30.

Town of New Windsor – Trees were planted on 2.2 acres owned by the Town of New Windsor in November. The DNR grant will cover the initial installation cost of \$11,850.00 and the County/Town will fund the three (3) year maintenance ending in the fall of 2018 for \$7,618.70.

Carroll County Water Resource Coordination Council

Hampstead * Manchester * Mt. Airy * New Windsor
Carroll County Health Department



* Sykesville * Taneytown * Union Bridge * Westminster
Carroll County Government

WRCC Meeting Summary March 23, 2016

Attendees:

Frank Schaeffer	Dawn Ashbacher	Tom Devilbiss	Kelly Martin
Steven Miller	Jim Wieprecht	Gale Engles	Andrea Gerhard
Christy Collins	Perry Jones	Janet O'Meara	Jeff Castonguay
Monika Weierbach	Marge Wolf	Glenn Edwards	
Dick Swanson	Richard Brace	Brenda Dinne	

Opening Statement

The meeting was called to order by Frank Schaeffer at 2:30 p.m.

The February 24, 2016 meeting summary was approved as written on motion of Mr. Miller, seconded by Mr. Jones, and carried.

Hampstead Wastewater Treatment Plant Upgrade – Jeff Castonguay

Jeff Castonguay, Bureau of Utilities, provided a brief history of the Hampstead Wastewater Treatment Plant, including a discussion of the 1990s lawsuit which led to the current draft Consent Judgement issued in 2004. He outlined the Enhanced Nutrient Reduction (ENR) Upgrade project for the facility, explaining the temperature mitigation actions taken by the County over the years. In cooperation with BTR and the City of Baltimore, the County will run a line to BTR and discharge to the Liberty Reservoir Watershed (Deep Run - Use I Stream) in addition to maintaining a discharge to the Loch Raven Reservoir Watershed (Piney Run - Use III Stream). This reduces the TMDL loads in both Loch Raven and Liberty. Mr. Castonguay explained that County Water and Sewer Master Plan amendments were processed to address this change to the Hampstead Sewer Service Area. He noted that an Information Meeting has been scheduled by MDE for March 24 at 6:00 p.m.

Legislative Update – Brenda Dinne

Brenda Dinne distributed a handout detailing the status of proposed environmental legislation related to water quality, stormwater fees, water and sewer, land use, and other bills of interest to the municipalities. She noted that none of the bills received a favorable report or crossed over, so they would not be moving forward.

Commercial/Industrial Survey Results – Glenn Edwards

Glenn Edwards distributed a summary of the Illicit Discharge Detection and Elimination preliminary visual survey results of commercial/industrial areas. He noted that there are 232 properties to be inspected over the course of the permit cycle. Seventy percent of these properties are within the County, and 30 percent are within the municipalities. Sixty-two properties (44 County, 18 municipal) were inspected this permit year. Mr. Edwards explained that there were 7 observations made, but no major issues. Staff will send public outreach packets to the owners and follow up in three months.

Update on Municipal Projects – Gale Engles

Gale Engles provided an update on the municipal restoration projects; a copy of that report is attached to this meeting summary.

Tom Devilbiss noted that Gale's staff has been working diligently on a grant application totaling \$4 million which will be brought before the Commissioners for approval tomorrow. All of the projects involved in the grant application are municipal projects.

Ms. Engles noted that the new Grants Analyst, Colleen Ensor, started two weeks ago and will be introduced at the next meeting.

Other:

Dick Swanson, Town of Mount Airy, asked whether the County and Towns would receive credit if the acreage mitigated in the five-year period exceeds what was mandated. Tom Devilbiss noted that excess acreage would be credited to the next permit cycle based on information staff received from MDE early in the permitting process.

Tom Devilbiss reported that a 98-page ruling had come down from the Court of Appeals regarding the challenge relating to the issuance of Montgomery County's permit. The ruling reinforced everything the County had hoped would be reinforced. The County continues to challenge some issues that were not a part of this case. A Stay was received to complete our restoration plans by the first of July.

Frank Schaeffer asked about this spring's groundwater situation.

Tom Devilbiss indicated everything charged up over the winter. He suggested that Sean Hartman provide an update at the next WRCC meeting.

Andrea Gerhard, Department of Planning, noted that they were beginning their 2016 Spring Water and Sewer Master Plan Amendment process. She asked that any amendments be reviewed with staff by the first week of April.

The meeting adjourned at 3:35 p.m.

TOWN PROJECT STATUS March 23, 2016

FUTURE PROJECTS:

New Windsor (Former Waste Water Treatment Plant location) – Preliminary survey work showed that the two (2) storm drains that we originally thought could connect to the new storm drain system, may be too low. We will be looking at this site on March 29 in the field to determine how to proceed.

***Robert's Mill (City of Taneytown)** – Borings are scheduled this week with Explosives Experts (\$3,800.00). Upon receipt of the results, BRM staff will prepare an RFP for engineering.

Twin Ridge (Mt. Airy – Frederick County Side) – Waiting for the Town to schedule meeting with MDE to discuss the dam safety issues prior to proceeding with this project.

***Union Bridge Project** – At this time we will be consulting with the Town of Union Bridge to submit the project on Locust Street for the DNR grant.

RFP:

Eden Farm (Willow Ponds) –The proposals for engineering on this project were received and are awaiting approval. Once approval has been received, a Notice to Proceed will be issued to the contractor and BRM staff will meet with the contractor to discuss the next steps.

CONCEPTUAL:

***Blue Ridge Manor (New Windsor)** – BRM is moving forward with the conceptual design of this retrofit and anticipates completion of the concept plan by the end of April.

***Merridale Gardens/Senior Center (Mt. Airy)** – Concept plan is due from CLSI April 16th and Eco-Science Professionals will be performing the wetland delineation (\$650.00). BRM will be scheduling a meeting with the surrounding property owners and will inform the Town of the date and time as soon as it is available.

***Shannon Run/Hawk Ridge Estates (Town of Sykesville)** – BRM staff are currently reviewing the concept plan submitted by CLSI. Comments should be sent back to CLSI by the end of March. BRM staff will be scheduling a meeting with the Town to discuss the concept plan. **BRM is awaiting a Support Letter from the Town for the DNR Grant.**

***Smalls Crossing/Savannah Estates (Hampstead)** – Conceptual plans were reviewed by BRM staff, discussed with the Town; with comments sent to EA last week. Soil Conservation approved the concept plan. BRM staff met with BGE to discuss relocation of the underground line with the preliminary estimated cost at \$15,000.00.

***Whispering Valley (Manchester)** –CLSI is on track to submitted the concept plan on March 30th. BRM will also be scheduling meetings with the surrounding property owners, SHA, and MDE/Dam Safety to discuss the project. BRM will inform the Town of the meeting with the surrounding property owners. We will be applying for TAP funding **next year** for this project.

PRELIMINARY:

FINAL:

***Langdon Property (City of Westminster)** – Final plans were submitted on March 18th and will be review by BRM with a copy forwarded to the City. We will be applying for TAP funding for this project (deadline May 16th). Notification of the TAP funding will not be made until September; therefore, projected construction date will be spring of 2017 if TAP funds are awarded. We are currently working with our Public Works Department relating to a disposal site near the maintenance center. **BRM is awaiting a Support Letter from the City for the DNR Grant.**

Manchester Skate Park (Town of Manchester) – BRM is currently preparing the Final Review Package to be submitted to SHA by April 15th. BRM needs State and Federal Permits, NOI, and all necessary SHA permits and right-of-way easements. We are anticipating a spring 2017 construction date.

TREE PLANTING PROJECTS:

PLANTING PHASE:

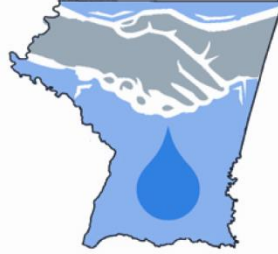
Municipal Tree Planting (Carroll County Tree Planting Phase III) – All tree plantings have been completed and are now in the three (3) year maintenance phase. Maintenance costs for the fall of 2016 and 2017 will be covered by County funds. Once the contractor is relieved of their responsibility, the municipalities will be responsible for maintenance.

City of Westminster – Trees were planted on 7.68 acres owned by the City of Westminster in November 2015. The County will fund the three (3) year maintenance ending in the fall of 2018 for \$13,866.30. Upon completion of the contractor's obligation, the City will be responsible for maintenance of the planting.

Town of New Windsor – Trees were planted on 2.2 acres owned by the Town of New Windsor in November 2015. The County will fund the three (3) year maintenance ending in the fall of 2018 for \$7,618.70. Upon completion of the contractor's obligation, the Town will be responsible for maintenance of the planting.

Carroll County Water Resource Coordination Council

Hampstead * Manchester * Mt. Airy * New Windsor
Carroll County Health Department



* Sykesville * Taneytown * Union Bridge * Westminster
Carroll County Government

WRCC Meeting Summary April 27, 2016

Attendees:

Frank Schaeffer	Dawn Ashbacher	Tom Devilbiss	Colleen Ensor
Christy Collins	Jim Wieprecht	Janet O'Meara	Sean Hartman
Donnie Nott	Perry Jones	Glenn Edwards	Byron Madigan
Monika Weierbach	Marge Wolf	Brenda Dinne	Kelly Martin
Dick Swanson	Richard Brace	Martin Covington	

Opening Statement

The meeting was called to order by Frank Schaeffer at 2:30 p.m.

The March 23, 2016 meeting summary was approved as written on motion of Mr. Wieprecht, seconded by Mr. Jones, and carried.

Groundwater Status Update – Sean Hartman

Sean Hartman, Hydrogeologist, discussed the County's observation well program, noting that there are 49 wells that are monitored bi-weekly, and 16 additional wells that are monitored on a quarterly basis. He reviewed charts detailing precipitation amounts over the last twelve months versus average precipitation. Mr. Hartman noted that the water levels were up from the winter blizzard, but have dipped downward slightly following the low rainfall for the spring. He displayed charts detailing well levels for the individual monitoring wells for the month of April from the late 1990's to present. Overall, the wells are showing levels that are within the expected averages. Mr. Hartman indicated that no action is recommended at this time, but updates will be scheduled in the future as warranted. He noted that the long-term trend information and the bi-weekly well data are available on the County's website.

Receiving Streambank Regeneration Through Restoration of Upland Hydrology – Martin Covington & Byron Madigan

Martin Covington, Stormwater Management Engineer, displayed photographs of the results of older stormwater management facilities no longer doing their job, as well as photographs before and after of current efforts by staff related to retrofit projects. Staff are pursuing, via the Chesapeake Bay Program,

credit for stream stabilization below stormwater facility retrofits. Currently, this credit is not considered.

Byron Madigan, Water Resource Supervisor, indicated that staff are in the process of quantifying these effects through monitoring. Staff is performing baseline data sampling and developing standard operating procedures.

Tom Devilbiss explained that what staff is doing in the field is having real results, and the County should get credits for the positive change to the streambanks downstream from the ponds. He noted that a lot of State people are excited about what the County is accomplishing here.

Update on Municipal Projects – Janet O’Meara

Janet O’Meara introduced the new Watershed Grants Analyst, Colleen Ensor. Ms. O’Meara provided an update on the municipal restoration projects; a copy of that report is attached to this meeting summary.

Zika Update – Richard Brace

Richard Brace, Health Department, distributed a handout regarding preventing mosquito bites and breeding. He noted that Zika is a virus spread by mosquitoes of the *Aedes* species (*albopictus*). This species breeds in areas with small amounts of water, i.e., flower pots, pet dishes, trash can lids, bottle lids, etc., not larger areas like stormwater management ponds. Mr. Brace provided a contact number of 410-876-4424.

Other

Tom Devilbiss noted that a draft Financial Assurance Plan prepared by Gale Engles and Brenda Dinne in cooperation with the Budget Office and the Comptroller’s Office had been submitted to the Maryland Department of the Environment (MDE) for their review prior to official submission. Once staff receives feedback from MDE, the WRCC members will receive copies of the draft. A briefing before the Board of County Commissioners has been scheduled for May 31, with a public hearing date of June 9. If the Commissioners choose to leave the record open following the June 9 hearing, deliberations have been scheduled for June 23.

Mr. Devilbiss reported that the new NPDES Compliance Specialist position was included in the proposed budget that was released to the public by the Board of County Commissioners.

Mr. Devilbiss reported that the County’s lawsuit regarding the new NPDES permit is winding down. Watershed restoration plans are to be submitted by July 1. The County continues to try to get MDE to ease up on the entire County designation versus urbanized areas.

Frank Schaeffer explained that the upcoming meetings in May, June, and July will be held at each of the locations listed.

Mr. Schaeffer reported on a sinkhole that opened up near the ballfield in New Windsor.

Glenn Edwards reported that public education booths will be set up at the Charlotte's Quest event in Manchester on Saturday and on May 7 at the Westminster Flower and Jazz Festival. He noted that 62 visual surveys were completed as part of the annual inspection process. Informational letters will be forwarded to those properties that were inspected.

The meeting adjourned at 3:50 p.m.

Upcoming Topics for Discussion:

May 25 – Manchester Spray Irrigation
June 22 – Westminster Water Treatment Plant
July 27 – Mount Airy ENR

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TOWN PROJECT STATUS April 26, 2016

FUTURE PROJECTS:

New Windsor (Former Waste Water Treatment Plant location) – BRM prepared a preliminary concept plan which was sent to Frank for his review. DPW will be researching ownership of one of the parcels that the facility occupies.

Taneytown Project – BRM is preparing a preliminary concept plan for a project on the north side of town and will discuss the project with the property owner when the plans are completed sometime around the end of May. Plans will be provided with the City and they will be included in discussions with the property owner.

Twin Ridge (Mt. Airy – Frederick County Side) – Waiting for the Town to schedule meeting with MDE to discuss the dam safety issues prior to proceeding with this project.

***Union Bridge Project** – BRM has requested information from the Town relating to a possible location for a project.

RFP:

CONCEPTUAL:

***Blue Ridge Manor (New Windsor)** – BRM is moving forward with the conceptual design of this retrofit and anticipates completion of the concept plan by the middle of May. Upon completion of the concept, an RFP will be prepared to complete the engineering associated with this project. Borings will be done on site to determine if rock exists.

Willow Ponds – The BCC approved awarding of the engineering contract to RK & K for \$159,567.00. The kick off meeting has been scheduled for May 4th.

***Merridale Gardens/Senior Center (Mt. Airy)** – Concept plans (3 options) were submitted for review and forwarded to the Town as well. We are attempting to schedule a meeting with the surrounding property owners to discuss the project.

***Shannon Run/Hawk Ridge Estates (Town of Sykesville)** – BRM staff are currently reviewing the concept plan submitted by CLSI and will have comments prepared by May 4th. Copies of the plans will be forwarded to SCD and Pat Varga for floodplain review. A meeting has been scheduled on May 9th with the Town to discuss the project. BRM staff will be meeting with homeowners at Hawks relating to proposed tree removal.

***Small Crossing/Savannah Estates (Hampstead)** – Revised plans are currently being reviewed by BRM SWM staff and comments will be sent to the engineering by May 1st. BRM attended a HOA meeting with Small Crossing to explain the project last week. BRM will send a copy of the plans to SCD for review.

***Whispering Valley (Manchester)** – Revised plans are due to BRM by May 15th. Copies will be sent to SCD and Town upon receipt. BRM is currently looking into extending a pipe off of Michele to the facility after receiving a complaint from a neighboring property owner. Staff and Town will need to meet with downstream property owners to discuss possible impacts associated with the project.

PRELIMINARY:

FINAL:

***Langdon Property (City of Westminster)** – Final plans are being reviewed. The City of Westminster has approved and BRM had some comments on the wall design and on the facility design which will be sent to CLSI by the end of May. Plans need to be approved by Dev. Review, Forest Conservation, SCD, and SWM. This project will be submitted for TAP funding in April. Meeting was held with the Langdon's to discuss the final design.

Manchester Skate Park (Town of Manchester) – BRM is currently preparing the Final Review Package to be submitted to SHA by May 30th. BRM is currently working with CLSI on their proposal for a grading plan at Christmas Tree Park to accommodate the excess fill from this site. We are anticipating a spring 2017 construction date.

TREE PLANTING PROJECTS:

PLANTING PHASE:

Municipal Tree Planting (Carroll County Tree Planting Phase III) – All tree plantings have been completed and are now in the three (3) year maintenance phase. Maintenance costs for the fall of 2016 and 2017 will be covered by County funds. Once the contractor is relieved of their responsibility, the municipalities will be responsible for maintenance.

City of Westminster – Trees were planted on 7.68 acres owned by the City of Westminster in November 2015. The County will fund the three (3) year maintenance ending in the fall of 2018 for \$13,866.30. Upon completion of the contractor's obligation, the City will be responsible for maintenance of the planting.

Town of New Windsor – Trees were planted on 2.2 acres owned by the Town of New Windsor in November 2015. The County will fund the three (3) year maintenance ending in the fall of 2018 for \$7,618.70. Upon completion of the contractor's obligation, the Town will be responsible for maintenance of the planting.

TOWN PROJECTS

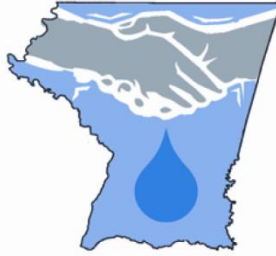
PROJECT NAME	CITY/TOWN	ENGINEERING STATUS	CONSTRUCTION STATUS	EMCUMBERED TO DATE
Twin Ridge	Mt. Airy	DISCUSSING/RFP		\$3,014.00
Merridale Gardens	Mt. Airy	Conceptual		\$55,365.00
Small Crossing	Hampstead	Conceptual		\$29,397.30
Manchester Skate Park	Manchester	Final		\$75,136.00
Whispering Valley Phase 4	Manchester	Conceptual		\$46,295.00
Blue Ridge Manor	New Windsor	Conceptual (in house)		\$4,800.00
New Windsor Railroad Wetland	New Windsor	Preliminary Conceptual (BRM)		
Shannon Run/Hawk Ridge Section 1	Sykesville	Conceptual		\$86,580.00
Robert's Mill	Taneytown	RFP	Geo-Tech Work	\$3,800.00
Locust Street	Union Bridge	ON HOLD		
Langdon	Westminster	FINAL		\$66,866.00
Willow Pond	Westminster	Conceptual		\$173,097.00
Greens of Westminster	Westminster	NOT STARTED		

Total \$541,336.30

Updated 4/26/16

Carroll County Water Resource Coordination Council

Hampstead * Manchester * Mt. Airy * New Windsor
Carroll County Health Department



* Sykesville * Taneytown * Union Bridge * Westminster
Carroll County Government

WRCC Meeting Summary May 25, 2016

Attendees:

Frank Schaeffer	Dick Swanson	Tom Devilbiss	Colleen Ensor
Steve Miller	Jim Wieprecht	Gale Engles	Kelly Martin
Christy Collins	Marge Wolf	Brenda Dinne	Amy Parrish
Monika Weierbach		Sean Hartman	Andrea Gerhard

Opening Statement

The meeting was called to order at Manchester Town Hall by Frank Schaeffer at approximately 2:35 p.m.

Frank Schaeffer thanked Steve Miller for hosting the meeting. He noted that the presentations should be kept brief because of the visit to the spray irrigation fields.

Steve Miller welcomed everyone to Town Hall, noting that the Town's new facility should be opened in the fall.

The April 27, 2016 meeting summary was approved as written on motion of Mr. Wieprecht, seconded by Ms. Weierbach, and carried.

Financial Assurance Plan – Tom Devilbiss

Tom Devilbiss explained that the Maryland Department of the Environment (MDE) provided the County with five spreadsheets to be completed as part of the Financial Assurance Plan (FAP) submittal requirement. The FAP will be reviewed with the Board of County Commissioners (the Board) on Tuesday, May 31 at 10:00 a.m. The Board is required to approve the plan before submittal to MDE. A public hearing before the Board is tentatively scheduled for June 9 at 10:00 a.m.

Gale Engles reviewed the spreadsheets explaining how the County was moving forward to address the 20 percent requirement of the current NPDES permit, identifying projects, the number of acres, costs, etc. She noted that the projects and funding listed in the spreadsheet have been approved by the Board as part of the Capital Investment Plan.

Mr. Devilbiss noted that detailed reporting is required every two years.

To serve as the lead intergovernmental agency for water resource planning, development and protection.

Ms. Engles indicated the MDE had done a preliminary review of the County's FAP prior to presentation to the Board, and their comments had been included in the draft before the Council.

Property Management and Maintenance – Tom Devilbiss

- NPDES 12SW Industrial Stormwater Discharge General Permit – Municipal Facilities Status

Tom Devilbiss reminded the towns that the end of the permit year is fast approaching. Although the Annual Report does not need to be submitted until the end of the calendar year, any requirements for inspections as part of the stormwater pollution prevention plans must be completed by June 30. Mr. Devilbiss asked that Town Managers have the appropriate staff contact Glenn Edwards to make sure the inspections have been completed and documented as required.

- MS4 Property Management: Pollution Reduction BMP Guidance Document

Mr. Devilbiss noted that staff is in the process of developing a BMP Guidance Document which will be reviewed with the Council in July or August. The document will not only provide information on processes but also criteria.

Update on Municipal Projects – Gale Engles

Gale Engles provided an update on the municipal restoration projects; a copy of that report is attached to this meeting summary. She noted that staff should be receiving notification in June from DNR regarding the grant application.

Other

Frank Schaeffer distributed an email from Jim Palmer, Interstate Commission on the Potomac River Basin, asking for Town Managers to complete a survey gauging interest in the Monocacy-Catoctin source water effort.

Tom Devilbiss explained that there are two separate efforts underway. Sean Hartman will be representing the County in the effort entitled, Potomac Source Water Partnership, which is geared towards public water supplies of the Monocacy River Basin. Mr. Devilbiss noted that he will be participating on an advisory committee developing the Potomac Basin Comprehensive Plan.

Steve Miller asked that periodic updates be provided to the Council regarding these efforts.

Manchester Spray Irrigation Facility – Steve Miller

The official meeting adjourned and members traveled to the spray irrigation fields utilized in the waste treatment process located south of Manchester on Maple Grove Road. Steve Miller explained that the spray irrigation system has the capacity to discharge up to 500,000 gpd. Effluent from the treatment plant is pumped from the treatment plant to a 5 million gallon storage lagoon, and in turn, spray irrigated onto Town owned land. This land is planted in Reed Canary Grass for nutrient uptake on the

fields. During the winter months, the plant's effluent is discharged into George's Run, which is a tributary of Prettyboy Reservoir.

Upcoming Topics for Discussion:

June 22 – Westminster Water Treatment Plant

July 27 – Mount Airy ENR

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TOWN PROJECT STATUS May 24, 2016

FUTURE PROJECTS:

New Windsor (Former Waste Water Treatment Plant location) – BRM prepared a preliminary concept plan which was sent to Frank for his review. Frank had some concerns with the amount of space the facility would need and their future plans for the site. A meeting will be scheduled in July to discuss the project with the Town.

Taneytown Project – BRM is preparing a preliminary concept plan for a project on the north side of town and will discuss the project with the property owner when the plans are completed sometime around the end of May. Plans will be discussed with the City and they will be included in discussions with the property owner.

Twin Ridge (Mt. Airy – Frederick County Side) – Waiting for the Town to schedule meeting with MDE to discuss the dam safety issues prior to proceeding with this project.

***Union Bridge Project** – BRM has requested information from the Town relating to a possible location for a project.

RFP:

CONCEPTUAL:

***Blue Ridge Manor (New Windsor)** – BRM is moving forward with the conceptual design of this retrofit and anticipates completion of the concept plan by the end of May. Upon completion of the concept, an RFP will be prepared to complete the engineering associated with this project. Borings will be done on site to determine if rock exists.

Willow Ponds –The BCC approved awarding of the engineering contract to RK & K for \$159,567.00. The kick off meeting was held on May 4th and concept plans are due June 21st.

***Merridale Gardens/Senior Center (Mt. Airy)** – Borings are being scheduled to determine the location of rock and will be used when determining which of the three (3) concept plans provided by CLSI will be used. A meeting has been scheduled with the surrounding property owners on June 2nd.

- ***Shannon Run/Hawk Ridge Estates (Town of Sykesville)** – SWM comments were submitted to CLSI and revised plans are due June 9th. Copies of the plans will be forwarded to SCD and Pat Varga for floodplain review. A meeting was held on May 9th with the Town Council to discuss the project. BRM staff will be meeting with homeowners at Hawks relating to proposed tree removal.
- ***Small Crossing/Savannah Estates (Hampstead)** – Comments pertaining to the revised concept plans were sent to EA Engineering April 25th. We received revised concept from EA last week. We are still awaiting a License Agreement from Savannah Estates HOA.
- ***Whispering Valley (Manchester)** – Revised plans were submitted to BRM for review; copies will be sent to SCD and Town. Staff and Town will need to meet with downstream property owners to discuss possible impacts associated with the project. An on-site meeting is needed with Verizon and BGE regarding the existing utility pole relocation.

PRELIMINARY:

FINAL:

- ***Langdon Property (City of Westminster)** – Final plans are being reviewed. The City of Westminster has approved and BRM had some comments on the wall design and on the facility design which will be sent to CLSI by the end of May. Plans need to be approved by Dev. Review, Forest Conservation, SCD, and SWM. We are waiting for notification from DNR and SHA relating to grants for this project. Excess fill will be disposed of at the Maintenance Center and CLSI is currently working on that plan as well.

Manchester Skate Park (Town of Manchester) – BRM is currently preparing the Final Review Package to be submitted to SHA by May 30th. BRM is currently working with CLSI on their proposal for a grading plan at Christmas Tree Park to accommodate the excess fill from this site. We are anticipating a spring 2017 construction date.

TREE PLANTING PROJECTS:

PLANTING PHASE:

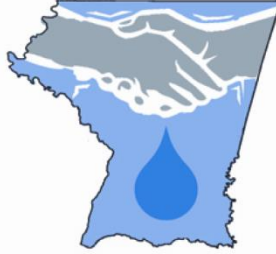
Municipal Tree Planting (Carroll County Tree Planting Phase III) – All tree plantings have been completed and are now in the three (3) year maintenance phase. Maintenance costs for the fall of 2016 and 2017 will be covered by County funds. Once the contractor is relieved of their responsibility, the municipalities will be responsible for maintenance.

City of Westminster – Trees were planted on 7.68 acres owned by the City of Westminster in November 2015. The County will fund the three (3) year maintenance ending in the fall of 2018 for \$13,866.30. Upon completion of the contractor's obligation, the City will be responsible for maintenance of the planting.

Town of New Windsor – Trees were planted on 2.2 acres owned by the Town of New Windsor in November 2015. The County will fund the three (3) year maintenance ending in the fall of 2018 for \$7,618.70. Upon completion of the contractor's obligation, the Town will be responsible for maintenance of the planting.

Carroll County Water Resource Coordination Council

Hampstead * Manchester * Mt. Airy * New Windsor
Carroll County Health Department



* Sykesville * Taneytown * Union Bridge * Westminster
Carroll County Government

WRCC Meeting Summary June 22, 2016

Attendees:

Frank Schaeffer	Jim Wieprecht	Richard Brace	Kelly Martin
Steve Miller	Perry Jones	Tom Devilbiss	Andrea Gerhard
Christy Collins	Marge Wolf	Gale Engles	
Dick Swanson	John Dick	Glenn Edwards	
Dawn Ashbacher	Jeff Glass	Janet O'Meara	

Opening Statement

The meeting was called to order by Frank Schaeffer at approximately 2:30 p.m.

Mr. Schaeffer thanked Steve Miller for hosting last month's meeting and facilitating the visit to the spray irrigation fields.

The May 25, 2016 meeting summary was approved as written on motion of Mr. Miller, seconded by Ms. Wolf, and carried.

Financial Assurance Plan – Tom Devilbiss

Tom Devilbiss explained that the Board of County Commissioners (the Board) held a public hearing on the Financial Assurance Plan (FAP) on June 9. Four people spoke at the hearing; three were from environmental groups. Most of the comments were not complimentary in nature and were not related directly to the FAP. The Commissioners allowed staff the opportunity to respond to the false comments, but decided to leave the record open for 10 days to receive additional comments. June 23, the FAP is scheduled for Board deliberation/approval. Mr. Devilbiss explained that once the MDE review is complete, they will prepare a report which is to be available for review by the County prior to submittal to the Legislature and Governor.

Stormwater Management – County/Municipal Stormwater Responsibilities – Gale Engles

Gale Engles explained that six months ago, the County received a letter from John Maguire on behalf of the Town of Manchester requesting that the County take over easement responsibility as we had done for the Town of Hampstead in 2006. Ms. Engles noted that the County Attorney's Office was surprised that this had occurred in 2006 because it makes the County enforce violations in the towns.

The County is happy to help with inspections and enforcement to a point. Ms. Engles indicated she would be gathering information regarding the existing enforcement responsibilities for each of the towns and the County. It does not look like the County will be adding additional responsibilities with regard to town easements.

Update on Municipal Projects – Gale Engles

Gale Engles reported that the County was awarded the grant from the Department of Natural Resources (DNR) in the amount of \$3.9 million. The County/towns have two years to complete these projects. She noted that several of the projects may also receive TAP funding this year, and additional funding will be requested next year. Ms. Engles provided an update on the municipal restoration projects; a copy of that report is attached to this meeting summary. She indicated that 625 acres should be treated as part of the DNR grant.

Other

Frank Schaeffer asked Richard Brace, Environmental Health, to provide an update on Zika.

Mr. Brace explained that the Health Department is unfortunately getting calls that are mainly neighbor disputes. Staff is asking that any stagnant water that is found be cleaned up. There is limited personnel available from the Extension Office, so the Health Department has been getting involved.

Mr. Devilbiss asked if there have been any citizen complaints about stormwater management ponds.

Mr. Brace indicated a citizen had complained about the drainage ditches along MD 140/Taneytown Pike. He explained that generally the type of mosquito that transmits the Zika virus needs stagnant water in small containers.

Westminster Water Treatment Plant – Jeff Glass

The official meeting adjourned and members traveled to the City of Westminster Water Treatment Plant located on Lucabaugh Mill Road. Jeff Glass explained that the Plant is the first large scale membrane plant that was designed and constructed in Maryland. He explained that the membranes which are cutting edge technology are about the size of a spaghetti straw and provide better water quality than a sand filter.

Upon arrival at the facility, the Superintendent, Brett Grossnickle, provided a tour of the facility, explained the water treatment process, and answered questions.

Upcoming Topics for Discussion:

July 27 – Mount Airy ENR

**TOWN
PROJECT STATUS
June 20, 2016**

FUTURE PROJECTS:

New Windsor (Former Waste Water Treatment Plant location) – BRM prepared a preliminary concept plan which was sent to Frank for his review. Frank had some concerns with the amount of space the facility would need and their future plans for the site. A meeting will be scheduled in July to discuss the project with the Town.

Taneytown Project (DNR Grant Funds \$1,000,000) – BRM is reconsidering the Robert's Mill site and will be meeting an explosive expert on site to determine if blasting can be performed and the estimated costs associated with this work.

Twin Ridge (Mt. Airy – Frederick County Side) – Waiting for the Town to schedule meeting with MDE to discuss the dam safety issues prior to proceeding with this project.

***Union Bridge Project (DNR Grant Funds \$250,000.00)** – BRM has requested information from the Town relating to a possible location for a project.

RFP:

CONCEPTUAL:

***Blue Ridge Manor (New Windsor) (DNR Grant Funds \$250,000.00)** – The preliminary concept plan has been completed by BRM and we will be hiring a consultant to complete the design. The borings for rock found no concerns exist relating to rock and we will be having borings on the embankment performed in the next several weeks.

Willow Ponds –Wetland delineation was performed and concept plan is due late July from RK&K.

***Merridale Gardens/Senior Center (Mt. Airy) (DNR Grant Funds \$425,000.00)** – Explosive Experts will be performing the rock borings and Reuling was awarded the wall and embankment borings. A portion of the guardrail will be removed for access to the site for the borings. Meeting was held with the surrounding property owners to discuss the project; five (5) were in attendance.

***Shannon Run/Hawk Ridge Estates (Town of Sykesville) (DNR Grant Funds \$600,000.00)** – SWM comments were submitted to CLSI and revised plans are due June 9th. Copies of the plans will be forwarded to SCD and Pat Varga for floodplain review. BRM staff will be meeting with homeowners at Hawks relating to proposed tree removal. Staff is working on boring information for RFP; this may require additional tree removal.

***Whispering Valley (Manchester) (DNR Grant Funds \$375,000.00)** – Revised plans were submitted to BRM for review; copies will be sent to SCD and Town. Staff and Town will need to meet with downstream property owners to discuss possible impacts associated with the project. An on-site meeting is needed with Verizon and BGE regarding the existing utility pole relocation.

PRELIMINARY:

***Small Crossings/Savannah Estates (Hampstead) (DNR Grant Funds \$300,000.00)** – SWM staff gave conceptual approval of the plans. Preliminary plans are due from EA by July 1st. The HOA for Savannah Estates has disbanded; therefore, we will be working with the Town on ownership and access onto the property.

FINAL:

***Langdon Property (City of Westminster) (DNR Grant Funds \$900,000.00)** – Comments relating to the recent submission will be sent to CLSI upon receipt of approval of the SHA-TAP grant. Final plans will need to reference SHA information. Plans need to be approved by Dev. Review, Forest Conservation, and SWM. We are waiting for notification from SHA relating to the TAP funds for this project. Excess fill will be disposed of at the Maintenance Center and CLSI is currently working on that plan as well.

Manchester Skate Park (Town of Manchester) – BRM submitted Final Review Package to SHA on June 13rd and the Final Review Meeting is scheduled with SHA on August 2nd. BRM is currently working with CLSI on their proposal for a grading plan at Christmas Tree Park to accommodate the excess fill from this site. We are anticipating a spring 2017 construction date.

TREE PLANTING PROJECTS:

PLANTING PHASE:

Municipal Tree Planting (Carroll County Tree Planting Phase III) – All tree plantings have been completed and are now in the three (3) year maintenance phase. Maintenance costs for the fall of 2016 and 2017 will be covered by County funds. Once the contractor is relieved of their responsibility, the municipalities will be responsible for maintenance.

City of Westminster – Trees were planted on 7.68 acres owned by the City of Westminster in November 2015. The County will fund the three (3) year maintenance ending in the fall of 2018 for \$13,866.30. Upon completion of the contractor's obligation, the City will be responsible for maintenance of the planting.

Town of New Windsor – Trees were planted on 2.2 acres owned by the Town of New Windsor in November 2015. The County will fund the three (3) year maintenance ending in the fall of 2018 for \$7,618.70. Upon completion of the contractor's obligation, the Town will be responsible for maintenance of the planting.

**DRAFT TOWN
PROJECTS**

PROPOSED TOWN PROJECTS	TOWN IMPS ACREAGE	COUNTY IMPER ACREAGE	APPROX. TOWN COST	WORKING PLAN	IA	APPROX. COST	FUNDING SOURCE	ACTUAL COST TO CO./TOWN	OTHER FUNDING SOURCE	IMP. AC. TREATED
Hampstead	67.76				67.76					
Treeplantings (Fall 2014)	0.63		grant	Tree Planting (Fall 2014)	0.63		DNR Grant	\$3,128.10	\$10,369.04	0.63
Smalls Crossing	10.9	0.3	\$545,000	Smalls Crossing	10.9	\$640,000	DNR Grant		\$300,000.00	
Hampstead Valley #1	23.5	0	\$940,000							
Remaining Imp. Area	56.23		\$545,000	Remaining IA	56.23	\$640,000				
Manchester	33.98				33.98					
Treeplantings (Fall 2014)	1.36		grant	Treeplanting (Fall 2014)	1.36		DNR Grant	\$6,752.72	\$23,052.71	1.36
Manchester Skate Park	19	5	\$770,000	Manchester Skate	27.55	\$1,000,000	TAP (80%)		\$756,043.00	27.55
Whispering Valley Phase 4	25.5	1	\$500,000	Whispering Valley	25	\$810,000	DNR Grant		\$375,000.00	
Remaining Imp. Area	-11.88		\$1,270,000	Remaining IA	-19.93	\$1,810,000				
Mt. Airy	37.45				37.45					
Fields of Nottingham	31.24	0	\$335,000	IDA Property Merridale Gardens	10.5 24.72	\$262,500 \$900,000	Participate w/IDA project @ \$25,000/acre DNR Grant		\$425,000.00	
Remaining Imp. Area	37.45		\$335,000	Remaining IA	2.23	\$1,162,500				
New Windsor	17.94				17.94					
Blue Ridge Manor	7.69	0	\$350,000	Blue Ridge Manor Treeplanting (Fall 2015)	7.69 0.73	\$540,000	DNR Grant DNR Grant	\$4,800.00	\$250,000.00 \$11,850.00	0.73
				WWT Area	27	\$800,000				
Remaining Imp. Area	17.94		\$350,000	Remaining IA	-17.48	\$1,340,000				
Sykesville	20.72				20.72					
Shannon Run/Hawks Ridge Section 1	53.9	4	\$1,240,000	Shannon Run/Hawks Ridge Section 1	53.9	\$1,240,000	DNR Grant		\$600,000.00	
Lexington Run Sec. 2	12	0	\$1,000,000							
Remaining Imp. Area	-45.18		\$2,240,000	Remaining IA	-33.18	\$1,240,000				

DRAFT TOWN PROJECTS

Taneytown				62.48							
Treeplantings (Fall 2014)	5.2		grant	Tree Planting (Fall 2014)	5.2		DNR Grant	\$25,819.25	\$89,772.17	5.2	
Taneytown Elementary	48		\$650,000	Taneytown Elementary	48		\$650,000				
				Robert's Mill	83		\$2,075,000	DNR Grant	\$1,000,000.00		
Remaining Imp. Area	57.28		\$0	Remaining IA	-73.72		\$2,725,000				
Union Bridge				15.71							
Cherry Branch Treeplanting	3		grant	Cherry Branch	3			DNR Grant	\$8,500.00	\$54,522.66	3
Remaining Imp. Area	12.71			U.B. owned parcel	10.64		\$240,000	DNR Grant	\$100,000.00		
				Remaining IA	2.07		\$240,000				
Westminster				113.79							
Trees (Fall 2015)	2.6		grant	Tree Planting (Fall 2015)	2.6			Grant	\$13,866.30	\$33,733.70	2.6
Langdon (formerly Jantz)	92	2	\$1,694,815	Tree Planting (Fall 2014)	1.58			Grant	\$7,845.07	\$26,875.18	1.58
Westminster Highlands	28.5	30.5	\$362,292	Langdon (formerly Jantz)	92	\$1,800,000		DNR Grant	\$900,000.00		
Eden Farms - La Triomphe	11	47.5	\$2,000,000	Westminster Highlands	28.5	\$725,000					
Westminster Highlands	28.5	30.5	\$800,000	Willow Pond/Eden Farm	85	\$2,000,000					
Greens of Westminster	76		\$800,000	Greens of Westminster	76	\$800,000					
Remaining Imp. Area	-96.31		\$4,600,000	Total IA	-171.89		\$5,325,000				
				Total Cost to Towns			\$14,482,500				
Total Costs to Towns			\$11,080,000	20% Total IA	369.83						
20% of Total Town Impervious	369.83			Proposed IA Treated	625.5						
				Excess IA Treated	-255.67						
								Spent to date	\$70,711.44	\$4,956,218.46	42.65

625.5 acres treated or planned to be treated
\$23,153.00/acre

Total Town Impervious 1849.2

- Note - 1. Fields of Nottingham removed because it already treats .4 of an acre.
 2. Westminster Highlands removed because we can not get the City drainage into the facility.
 3. Hampstead Valley #1 removed to pursue the Michaels project (could be placed back on list in the future).
 4. Lexington Run Sec. 2 removed (6/22/15) from list.

Revised 6/20/16 - Added new IA numbers including correction factor of 15%

TOWN PROJECTS

PROJECT NAME	CITY/TOWN	ENGINEERING STATUS	CONSTRUCTION STATUS	EMCUMBERED TO DATE
Twin Ridge	Mt. Airy	DISCUSSING/RFP		\$3,014.00
Merridale Gardens	Mt. Airy	Conceptual		\$62,785.00
Small Crossing	Hampstead	Preliminary		\$29,397.30
Manchester Skate Park	Manchester	Final		\$82,116.00
Whispering Valley Phase 4	Manchester	Conceptual		\$46,295.00
Blue Ridge Manor	New Windsor	Conceptual (in house)		\$7,300.00
New Windsor Railroad Wetland	New Windsor	Preliminary Conceptual (BRM)		
Shannon Run/Hawk Ridge Section 1	Sykesville	Conceptual		\$86,580.00
Robert's Mill	Taneytown	RFP	Geo-Tech Work	\$3,800.00
Locust Street	Union Bridge	ON HOLD		
Langdon	Westminster	FINAL		\$70,126.00
Willow Pond	Westminster	Conceptual		\$174,197.00
Greens of Westminster	Westminster	NOT STARTED		

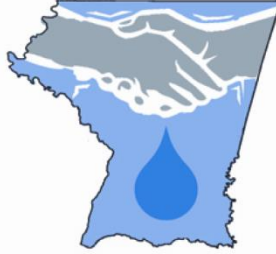
Total \$562,596.30

Updated 6/20/16

NOTE: Twin Ridge is not covered under the MOA (Frederick County side of Mt. Airy)

Carroll County Water Resource Coordination Council

Hampstead * Manchester * Mt. Airy * New Windsor
Carroll County Health Department



* Sykesville * Taneytown * Union Bridge * Westminster
Carroll County Government

WRCC Meeting Summary July 27, 2016

Attendees:

Frank Schaeffer	Dick Swanson	Jeff Glass	Gale Engles
Delbert Green	Barney Quinn	Richard Brace	Colleen Ensor
Donnie Nott	Jim Wieprecht	Tom Devilbiss	Byron Madigan
Christy Collins	Perry Jones	Brenda Dinne	Kelly Martin
Monika Weierbach	Marge Wolf	Glenn Edwards	

Opening Statement

The meeting was called to order by Frank Schaeffer at approximately 2:30 p.m.

The June 22, 2016 meeting summary was approved as written.

Mr. Schaeffer noted that Marge Wolf would be leaving her post with the City of Westminster; therefore, she would no longer be participating on the WRCC. He noted that she had been a critical, original member of the Committee.

Tom Devilbiss explained that Ms. Wolf was an integral part of the Committee and an important ramrod in getting the Memorandum of Agreement approved.

Annual Report Status – Tom Devilbiss

Tom Devilbiss explained that staff have begun work on the Annual Report following the June 30 end of this permit reporting period. Staff's tentative plan is to have a first narrative draft completed by September 1, and to send the plan out for municipal review by October 7 with a two-week timeframe for feedback. Mr. Devilbiss noted that the final document should be sent to the Maryland Department of the Environment (MDE) by the end of October, first week of November. He explained that Glenn Edwards is coordinating the collection of information from the municipalities regarding inspections. The report will be submitted in paper format as it was last year.

Mr. Devilbiss noted that WRCC members should have received an email from Kelly Martin today submitting supplemental information requested by MDE regarding the County's Financial Assurance Plan. Mr. Devilbiss explained that once the MDE review is complete, they will prepare a report which is to be available for review by the County prior to submittal to the Legislature and Governor.

To serve as the lead intergovernmental agency for water resource planning, development and protection.

Mr. Devilbiss updated the Committee on pending litigation issues with regard to the NPDES Permit. The County received an extension on the Stay until August 15. Discussions have been narrowed down to the issue of jurisdictional area. The County wants to narrow the scope to only urbanized areas instead of county-wide.

Update on Municipal Projects – Gale Engles

Gale Engles provided an update on the municipal restoration projects; a copy of that report is attached to this meeting summary. She noted that staff has received tentative notification about awards from the State Highway Administration TAP funding for Langdon (\$980,000) and the Manchester Skate Park (\$600,000). Official award will be made in September. Applications for additional TAP funding will be submitted for the next round.

Other

Tom Devilbiss reported that Byron Madigan and his staff worked very hard to prepare seven restoration plans for submittal to MDE.

Tom Devilbiss, on behalf of the Water Resource Coordination Council, thanked Marge Wolf for her tremendous efforts as a founding member. He spoke in appreciation of her efforts behind the scenes in getting the Memorandum of Agreement approved by the Board of County Commissioners and the eight municipalities. Mr. Devilbiss wished Ms. Wolf well in her future endeavors.

Frank Schaeffer also thanked Ms. Wolf for her work with the Council, especially her behind the scenes efforts in the political arena.

Mount Airy ENR – Monika Weierbach and Barney Quinn

Barney Quinn noted that the Town was very lucky to have a wastewater treatment plant superintendent that moved quickly when the State offered funding for ENR upgrades to treatment plants over 1 mgd. Mr. Quinn indicated the State had fully funded the \$3 million upgrade to the plant.

The official meeting adjourned and members traveled to the Town of Mount Airy Wastewater Treatment Plant. Barney Quinn explained that each year, additional grants are received to pay for the operating costs of the plant. Mr. Quinn walked the Committee around the facility briefly explaining the treatment processes and answering questions.

TOWN PROJECT STATUS July 27, 2016

FUTURE PROJECTS:

New Windsor (Former Waste Water Treatment Plant location) – A meeting has been scheduled for August 9th to discuss the proposed project with BRM staff and Frank.

Taneytown Project (DNR Grant Funds \$1,000,000) – BRM staff is currently looking at two (2) options in Taneytown; Robert's Mill and Trevanion Terrace and will be discussing the projects with the City of Taneytown at a meeting on August 1st.

Twin Ridge (Mt. Airy – Frederick County Side) – Waiting for the Town to schedule meeting with MDE to discuss the dam safety issues prior to proceeding with this project.

Union Bridge Project (DNR Grant Funds \$250,000.00) – BRM and the Town are working closely with a property owner on Locust Street and will look into this project after the 1st of August.

RFP:

CONCEPTUAL:

Blue Ridge Manor (New Windsor) (DNR Grant Funds \$250,000.00) – An RFP has been sent to McCormick Taylor for the completion of the engineering work on Blue Ridge. Our goal is to be under construction in late fall or early winter 2016.

Willow Ponds – Concept plans should be submitted for this project from R. K. & K. in early August.

Merridale Gardens/Senior Center (Mt. Airy) (DNR Grant Funds \$425,000.00) – Explosive Experts are performing the rock borings and Reuling will be performing borings for the wall and embankment. Upon completion of the geotech work this information will be provided to CLSI to proceed with design of the project.

Shannon Run/Hawk Ridge Estates (Town of Sykesville) (DNR Grant Funds \$600,000.00) – Clearing will be necessary for boring; therefore, we are waiting on a proposal for this work. We also need two (2) additional boring proposals. Once this work is complete and revised plans are resubmitted; copies of the plans will be forwarded to SCD and Pat Varga for floodplain review. A letter was sent to the homeowners at Hawks Ridge relating to the tree issue and we have heard nothing from them. This project is being looked at for the next cycle of SHA-TAP funding.

Whispering Valley (Manchester) (DNR Grant Funds \$375,000.00) – Plans are ready to conceptual plan approval; however, we need to meet with two (2) property owners downstream of the project relating to floodplain impacts. BRM staff has been notified by SHA that they have completed their review and comments are forthcoming. An on-site meeting is needed with Verizon and BGE regarding the existing utility pole relocation.

PRELIMINARY:

Small Crossings/Savannah Estates (Hampstead) (DNR Grant Funds \$300,000.00) – Minor comments relating to the preliminary plans were sent to EA Engineering on July 22nd. BRM is working closely with the Town on acquiring ownership of the Savannah Estates facility and will be holding a meeting with the homeowners to discuss in the near future.

FINAL:

Langdon Property (City of Westminster) (DNR Grant Funds \$900,000.00 and SHA-TAP Funds \$980,000.00) – BRM is working on getting comments prepared relating to the latest plan submission; we have been awarded funds from the SHA-TAP grant. Final plans will need to reference SHA information. Plans need to be approved by Dev. Review, Forest Conservation, and SWM. Plans for the disposal site at the Maintenance Center were approved by SWM and SCD; ag exemption will be requested for Forest Conservation.

Manchester Skate Park (Town of Manchester) – BRM submitted Final Review Package to SHA on June 13rd and the Final Review Meeting is scheduled with SHA on August 2nd. CLSI submitted a grading plan at Christmas Tree Park to accommodate the excess fill from this site. We are anticipating a spring 2017 construction date.

TREE PLANTING PROJECTS:

PLANTING PHASE:

Municipal Tree Planting (Carroll County Tree Planting Phase III) – All tree plantings have been completed and are now in the three (3) year maintenance phase. Maintenance costs for the fall of 2016 and 2017 will be covered by County funds. Once the contractor is relieved of their responsibility, the municipalities will be responsible for maintenance.

City of Westminster – Trees were planted on 7.68 acres owned by the City of Westminster in November 2015. The County will fund the three (3) year maintenance ending in the fall of 2018 for \$13,866.30. Upon completion of the contractor's obligation, the City will be responsible for maintenance of the planting.

Town of New Windsor – Trees were planted on 2.2 acres owned by the Town of New Windsor in November 2015. The County will fund the three (3) year maintenance ending in the fall of 2018 for \$7,618.70. Upon completion of the contractor's obligation, the Town will be responsible for maintenance of the planting.

TOWN PROJECTS

PROJECT NAME	CITY/TOWN	ENGINEERING STATUS	CONSTRUCTION STATUS	EMCUMBERED TO DATE
Twin Ridge	Mt. Airy	DISCUSSING/RFP		\$3,014.00
Merridale Gardens	Mt. Airy	Conceptual		\$69,960.00
Small Crossing	Hampstead	Preliminary		\$29,397.30
Manchester Skate Park	Manchester	Final		\$82,116.00
Whispering Valley Phase 4	Manchester	Conceptual		\$46,295.00
Blue Ridge Manor	New Windsor	Conceptual (in house)		\$7,300.00
New Windsor Railroad Wetland	New Windsor	Preliminary Conceptual (BRM)		
Shannon Run/Hawk Ridge Section 1	Sykesville	Conceptual		\$86,580.00
Robert's Mill	Taneytown	RFP	Geo-Tech Work	\$3,800.00
Locust Street	Union Bridge	ON HOLD		
Langdon	Westminster	FINAL		\$370,126.00
Willow Pond	Westminster	Conceptual		\$174,197.00
Greens of Westminster	Westminster	NOT STARTED		

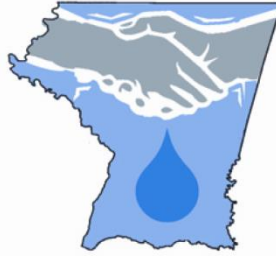
Total \$869,771.30

Updated 7/27/16

NOTE: Twin Ridge is not covered under the MOA (Frederick County side of Mt. Airy)

Carroll County Water Resource Coordination Council

Hampstead * Manchester * Mt. Airy * New Windsor
Carroll County Health Department



* Sykesville * Taneytown * Union Bridge * Westminster
Carroll County Government

WRCC Meeting Summary October 5, 2016

Attendees:

Frank Schaeffer	Dawn Ashbacher	Brenda Dinne	Byron Madigan
Steve Miller	Perry Jones	Glenn Edwards	Chris Heyn
Christy Collins	David Deutsch	Gale Engles	Jonathan Bowman
Monika Weierbach	Mark Eisner	Janet O'Meara	Gary Dye
Dick Swanson	Tom Devilbiss	Colleen Ensor	Andrea Gerhard
			Kelly Martin

Opening Statement

The meeting was called to order by Frank Schaeffer at approximately 2:30 p.m. in the George Grier Memorial Meeting Room at the Carroll County Farm Museum.

Vice Chair – Steve Miller noted that he serves as liaison from the WRCC to the Utilities Advisory Council (UAC). He said the UAC currently consists of four people, but they would like to expand the membership to have a representative from each municipality. Mr. Miller indicated he would be working to solicit participation from the towns.

Mr. Schaeffer introduced Dave Deutsch, Interim City Administrator, City of Westminster, and Gary Dye, Bureau Chief, County Bureau of Utilities.

The July 27, 2016 meeting summary was approved as written on motion of Mr. Jones, seconded by Mr. Devilbiss, and carried.

DNR Tree Planting – Jonathan Bowman and Chris Heyn

Jonathan Bowman, Forest Conservation Specialist, and Chris Heyn, Watershed Restoration Engineer, provided the group with a presentation on the Bureau's tree plantings as funded by the Department of Natural Resources. They explained that these tree plantings are beneficial to the health of the watershed. Staff partnered with the Outdoor School which pre-trained the youth on planting and applying mulch, stakes, and shelters prior to arriving on site.

Mr. Bowman noted that a three-year maintenance period is built into the projects for a contractor to provide the initial maintenance, so the property owner does not become overwhelmed.

To serve as the lead intergovernmental agency for water resource planning, development and protection.

Mr. Heyn reviewed the various tree plantings that were accomplished and the grant monies received from the Department of Natural Resources. In total, the County was awarded \$703,200, \$673,064 of which was spent to plant 27,921 trees on 117.42 acres with 1,049 volunteers offering 2,877 volunteer hours.

Mr. Bowman noted that in 2018 the projects will come off of the maintenance contract, and property owners will need to keep the trees viable which includes mowing three times a year during the growing season, de-vining and spraying around shelters, re-setting shelters, and removal of shelters, as necessary. He suggested the municipalities form a tree team of volunteers which can be provided training by the County to accomplish this maintenance.

Gale Engles, Bureau of Resource Management, noted that the tree plantings were accomplished through a lot of behind the scenes efforts from staff in the Bureau of Resource Management. Every property owner was visited and participated in the selection of the tree species to be utilized on their property. Mr. Bowman drew up plans for each property; staff worked up maintenance agreements with the property owners, and inspected the sites. Mr. Heyn handled much of the paperwork involved in payment to contractors.

2016 NPDES Annual Report – Review – Tom Devilbiss

Tom Devilbiss noted that a draft report was distributed to the Committee members for review. The Report covers the period ending June 30, 2016. Staff had also recently forwarded comments regarding the 2015 Annual Report from the Maryland Department of the Environment (MDE). The County's response to those comments will be included in the final report submitted by December 29. He asked that any questions regarding MDE's comments be directed to staff, and any comments on the report be submitted as soon as possible.

Mr. Devilbiss provided an update on the NPDES litigation. The County attempted a settlement with MDE, but they did not agree to our terms. Attorneys recommended going to Court rather than requesting another Stay. October 17 is the deadline for Motions to be filed, and there will be a March Court date. Mr. Devilbiss explained that the changes in numbers that the County is requesting make it worthwhile continuing pursuit.

Mr. Devilbiss reported that the State is starting the Phase III Watershed Implementation Plan (WIP) process. Several staff members attended a recent workshop and staff will keep the group informed of progress.

Update on Municipal Projects – Gale Engles

Gale Engles provided an update on the municipal restoration projects; a copy of that report is attached to this meeting summary.

Monika Weierbach discussed the compliance project the Town is pursuing on the Frederick County side.

Mr. Devilbiss suggested that the towns look into possible disposal sites for the fill that will be removed from the project sites, as a huge cost in the projects is the hauling away of materials, especially beyond five miles from the site.

Future Agenda Items

Mr. Schaeffer thanked the towns for their response to the request for future agenda items for the WRCC. The Committee reviewed the list of agenda items for concurrence. Mr. Schaeffer explained his entry under “Future Water Supplies”. He proposed exploring the possibility that the Union Bridge quarry, Hydes quarry, and Bluegrass quarry could be connected to use as a water source for surrounding communities.

Dick Swanson, Town of Mount Airy, suggested a roundtable discussion regarding the systems, security, and software utilized for water and wastewater facilities. Mr. Devilbiss suggested that a few of the system operators could make presentations to the group. He also suggested that the Town of Hampstead brief the group on the way they consolidate their information into an understandable letter-sized sheet for presentation to the Town’s Mayor and Council.

Mr. Devilbiss suggested that the “Educating the Public” topics would be covered during the EAC’s public workshop scheduled for March 18 at Carroll Community College. Ms. Ashbacher suggested it would be helpful for the towns to deliver a consistent message, perhaps with brochures or articles to include in the town newsletters.

Ms. Ashbacher suggested that there also be a roundtable discussion for best practices for the public works facilities. Mr. Devilbiss indicated those topics would be covered during the annual NPDES Training Session on October 28 at Bear Branch Nature Center.

Mr. Miller indicated the Town of Manchester had recently installed impervious pavement as part of the new Town Hall project. He suggested holding a meeting at the new Town Hall, so the Committee could see the new installation versus an emergency access road that was installed seven years ago at Manchester Valley High School.

Other

Ms. Engles reminded the group that the November 16 meeting will not be a regular meeting, but a field day for town representatives and the County Budget Office to visit town stormwater management projects.

It was the consensus of the group to cancel the October 26 meeting due to the NPDES training scheduled for October 28.

Mr. Schaeffer indicated he had been asked by Ned Cueman to inquire as to whether any of the municipalities have regulations regarding solar. There were none. Mayor Jones indicated he would respond to Mr. Cueman.

There being no further business, the meeting adjourned at 4:00 p.m.

**TOWN
PROJECT STATUS
October 4, 2016**

FUTURE PROJECTS:

New Windsor (Former Waste Water Treatment Plant location) – A meeting was held with Frank in August to discuss this project. BRM is awaiting SHAs design of the Main Street Revitalization project prior to moving forward with design of this project.

Twin Ridge (Mt. Airy – Frederick County Side) –The Town gave the approval to move forward with getting a RFP out for engineering. RFP will be sent out the week of October 3rd and is due back October 20th.

Union Bridge Project (DNR Grant Funds \$250,000.00) – A letter will be sent to the property owner requesting status of the property. Upon response from the owner we will move forward with this project or look for other opportunities within the Town.

RFP:

Robert's Mill (DNR Grant Funds \$1,000,000) – Proposal were received for engineering and the low bid was CLSI at \$136,000. A grant application has been submitted for engineering associated with this project with CBT/Watershed Assistance Grant Program for \$75,000.00; therefore, CLSI will not be issued a NTP until December when the grant has been awarded. This project will also be submitted for TAP Funding in 2017; therefore, a 60+ percent plan will be needed at that time..

CONCEPTUAL:

Blue Ridge Manor (New Windsor) (DNR Grant Funds \$250,000.00) – CLSI was awarded the contract for engineering at \$41,165.00. We anticipate a plan submission in mid to late November; with possible construction in the spring of 2017.

Merridale Gardens/Senior Center (Mt. Airy) (DNR Grant Funds \$425,000.00) – BRM is moving forward with Option #3 with some changes; retaining wall on the residential side of the facility, facility to be shifted down away from the rock, and the embankment will be shifted as well. Boring information and comments sent to CLSI and we are awaiting their response. BRM is anticipating plans being submitted on October 14th.

Shannon Run/Hawk Ridge Estates (Town of Sykesville) (DNR Grant Funds \$600,000.00) – Boring work completed and BRM is wrapping up comments on the concept plan. This project will be submitted to SHA in 2017 for possible TAP funding.

Whispering Valley (Manchester) (DNR Grant Funds \$375,000.00) – A change order (\$9,865.00) was executed with CLSI to change the scope of the design because SHA is no longer participating in the project. The embankment will no longer be Route 30; therefore, there will be no flooding impacts to downstream property owners. Once we have the concept completed; we will meet with the Town and property owners to discuss. Fill from this site will be transported to Christmas Tree Park.

Willow Ponds – BRM made comments on the concept plan and the engineer is currently working on addressing the comments. Copies of the plan were sent to the City and SCD for their review. Once the concept plan is ready for approval, BRM will hold a meeting with the community to discuss the project.

PRELIMINARY:

FINAL:

Langdon Property (City of Westminster) (DNR Grant Funds \$900,000.00 and SHA-TAP Funds \$980,000.00) – CLSI has addressed the comments and will be resubmitting the plans for review. Plans need to be approved by Dev. Review, Forest Conservation, and SWM. BRM is checking the status of the award letter from SHA on the TAP funding. Excess materials will be hauled to the Carroll County Maintenance Center Fill Site.

Manchester Skate Park (Town of Manchester) (SHA-TAP Funds \$756,023.00) – Revised plans and Bid Specifications are being prepared by BRM to submit to SHA for review; we are waiting for the BMP number. Grading, sediment control, forest conservation plans, etc. are being prepared by CLSI on the Christmas Tree Park site to dispose of the excess fill from this site. We are anticipating a spring 2017 construction date.

Small Crossings/Savannah Estates (Hampstead) (DNR Grant Funds \$300,000.00) – E. A. submitted final plans for review; SWM had a few comments which need to be addressed and we are waiting on comments from the Town. A site is needed for the excess fill (12,700 cu. yds.) and BRM has contacted the Town to see if they have any need for the material. BGE and Verizon have plans and are currently designing their relocations.

TREE PLANTING PROJECTS:

PLANTING PHASE:

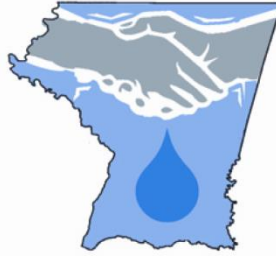
Municipal Tree Planting (Carroll County Tree Planting Phase III) – All tree plantings have been completed and are now in the three (3) year maintenance phase. Maintenance costs for the fall of 2016 and 2017 will be covered by County funds. Once the contractor is relieved of their responsibility, the municipalities will be responsible for maintenance.

City of Westminster – Trees were planted on 7.68 acres owned by the City of Westminster in November 2015. The County will fund the three (3) year maintenance ending in the fall of 2018 for \$13,866.30. Upon completion of the contractor's obligation, the City will be responsible for maintenance of the planting.

Town of New Windsor – Trees were planted on 2.2 acres owned by the Town of New Windsor in November 2015. The County will fund the three (3) year maintenance ending in the fall of 2018 for \$7,618.70. Upon completion of the contractor's obligation, the Town will be responsible for maintenance of the planting.

Carroll County Water Resource Coordination Council

Hampstead * Manchester * Mt. Airy * New Windsor
Carroll County Health Department



* Sykesville * Taneytown * Union Bridge * Westminster
Carroll County Government

WRCC Meeting Summary December 21, 2016

Attendees:

Frank Schaeffer	Jim Wieprecht	Glenn Edwards	Martin Covington
Steve Miller	Perry Jones	Gale Engles	Kelly Martin
Tammi Ledley	Richard Brace	Janet O'Meara	Michael Utz
Dick Swanson	Tom Devilbiss	Colleen Ensor	Joe Frock
Dawn Ashbacher	Brenda Dinne	Joanna Reznik	C. J. Miller III
			Billy Miller

Opening Statement

The meeting was called to order by Frank Schaeffer at approximately 2:30 p.m. at the Manchester Town Hall. He noted that an optional field trip would be taken after the meeting to a site less than five minutes from Town Hall.

Vice Chair – Steve Miller welcomed everyone to the new Town Hall. He asked that everyone enjoy the refreshments during the meeting.

The October 5, 2016, meeting summary was approved as written on motion of Dick Swanson, seconded by Mr. Miller, and carried.

WRCC Upcoming Work Efforts – Tom Devilbiss and Brenda Dinne

Brenda Dinne reviewed a summary of upcoming work efforts for 2017-2020, including: Next Generation (5th) NPDES MS4 Permit, Phase III WIP Development, and Water Resources Element (WRE) Update. Ms. Dinne distributed a handout detailing the Phase III WIP Schedule. She explained that once the EPA provides the targets, the WRCC will work together to prepare the draft document.

Tom Devilbiss noted that the State and EPA are flagging urban run-off as the one area that is lagging behind. Septics have proven to not be an effective way to reduce the numbers.

Ms. Dinne explained that State law regarding how frequently the WRE is updated has changed to every 10 years. Once new allocations as a result of the 2017 MidPoint Assessment have been released, work will begin on the review and update of the WRE.

To serve as the lead intergovernmental agency for water resource planning, development and protection.

Steve Miller noted that the County has begun the process of the triennial update of the Water and Sewer Master Plan.

Mr. Devilbiss provided an update on the status of the NPDES Permit litigation with MDE. He noted that the County filed its briefs in the Fall, MDE responded by the December 16 deadline, and the County has until January 6 to make its rebuttal. The Court date is scheduled for mid-March.

Regional Phase III WIP Workshop – Briefing – Tom Devilbiss and Brenda Dinne

Tom Devilbiss noted that he had attended the workshop with Jim Wieprecht. Funding sources were discussed, but there was not much discussion on the specifics about the WIP process. Staff will continue to attend meetings and workshops in this regard and keep the municipalities updated on the status.

Update on Municipal Projects – Gale Engles

Gale Engles provided an update on the municipal restoration projects; a copy of that report is attached to this meeting summary. Ms. Engles stressed the importance of quick turnarounds from the towns when responding to County inquiries. She explained that the County is under a tight two-year deadline to complete these projects that have been awarded grant funding.

Frank Schaeffer questioned whether any other jurisdictions were in litigation with MDE regarding water that does not flow through their systems.

Tom Devilbiss responded that the smaller jurisdictions of Charles, Frederick, Harford, and Carroll had brought up the issue, but the larger jurisdictions are so far behind that they haven't broken it down yet.

Mr. Devilbiss introduced Joanna Reznik, NPDES Compliance Specialist, who recently came on board and will be working with Glenn Edwards to assist the towns with their NPDES compliance efforts.

Brenda Dinne noted that a packet of flyers for the March 18, 2017, Homeowners and Stormwater Public Workshop will be distributed to each municipality following the meeting.

Mr. Devilbiss indicated that copies of the NPDES Annual Report would also be distributed following the meeting. He noted that Brian Clevenger of MDE who has worked closely with the County on the NPDES program will be retiring December 23. Jenny Smith, his deputy, will serve in an acting capacity.

Impervious Pavement Alternatives – Martin Covington and Michael Utz

Martin Covington briefly explained the rationale for pervious pavement and showed examples of products that can be used in this type of project.

Michael Utz, C. J. Miller, noted that they had worked to develop a porous asphalt in conjunction with Montgomery County. This asphalt is approximately four times thicker than the "popcorn" asphalt that was used previously, with an 18-20 percent void.

Dawn Ashbacher asked about the maintenance requirements.

Mr. Utz noted that the product is not as dusty as concrete, but it is recommended to be vacuumed and/or swept.

Gale Engles asked if there were any examples of this product in use in Carroll County.

Mr. Utz explained that it will be used with construction of the new building on the C. J. Miller site. The closest example of the pavement is Wegmans. He noted that the Montgomery County paving, which was completed in 2010, shows no cracks or fatigue; asphalt is not as rigid as concrete.

Tom Devilbiss asked the life expectancy of the product.

Mr. Utz explained that this material is much more elastic than what was previously used. After six years, there is no cracking. He suggested that the product will last at least as long as standard asphalt.

Mr. Devilbiss questioned the replacement process.

Mr. Utz indicated the product would be milled off and replaced. He noted that NAPA recommends any small areas be patched with regular asphalt.

Ms. Engles asked the difference in cost.

Mr. Utz explained that porous asphalt is more expensive than regular asphalt, but it is not necessary to install stormwater management facilities. Only overflow structures were installed.

Mr. Devilbiss noted that reducing the need for stormwater management facilities, maximizes the footprint available for the building project rather than using it for stormwater management facilities. He questioned how the pores/voids are created.

Mr. Utz explained that the pores/voids are in the skeleton of the aggregate. The stone will stop compacting at a certain point. It is angular stone that holds itself apart.

Brenda Dinne asked why the product is used in parking areas, but not drive lanes.

Mr. Utz explained that regular pavement takes more wear from vehicles turning, etc.

Ms. Ashbacher asked whether abrasive materials can be used on the pavement in the winter.

Mr. Utz explained that salting and plowing can be done, but sand should not be utilized.

Other

The "formal" meeting adjourned at 4:00 p.m., on motion of Mayor Jones, seconded by Dick Swanson and carried. Members viewed new pervious pavement in the parking areas of the Town

Hall and visited the emergency access road off of Beaver Street to see an example of pervious pavement that is several years old.

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TOWN PROJECT STATUS December 20, 2016

FUTURE PROJECTS:

New Windsor (Former Waste Water Treatment Plant location) –BRM is awaiting SHAs design of the Main Street Revitalization project and completion of other Town projects prior to moving forward with design of this project.

Union Bridge Project (DNR Grant Funds \$250,000.00) – Meeting was held with the property owner, Town, and BRM to discuss the project; as well as a follow up meeting with Department of Planning Staff, LRM staff, and the Town to discuss the proposed street through this property. The Town will be scheduling time in January with their Planning and Zoning Commission to discuss the future of the proposed major street. A License Agreement has been signed by the owner; therefore, BRM will schedule an appraisal of the 2 acre portion of the property affected by the project.

DESIGN STAGE:

RFP:

Robert's Mill (DNR Grant Funds \$1,000,000 and CBT Grant \$75,000) – Proposal were received for engineering and the low bid was CLSI at \$136,000. BRM received notification that we were awarded the CBT grant for \$75,000 to cover a portion of the engineering; therefore, we will issue a NTP to CLSI. This project will also be submitted for TAP Funding in April of 2017; therefore, a 60+ percent plan will be needed at that time.

Twin Ridge (Mt. Airy – Frederick County Side) – The low bid for engineering was CLSI and the proposal was forwarded to the Town for their approval in October. This proposal will be presented to the Town Council during their January meeting and we will be notified after the meeting on how to proceed.

CONCEPTUAL:

Blue Ridge Manor (New Windsor) (DNR Grant Funds \$250,000.00) – Concept plans were submitted Nov. 17th by CLSI and SWM comments were sent to CLSI on December 19th. Plans were sent to SCD and the Town for their review. BRM will also need an approval letter relating to forestry, and State/Federal Permits for this project.

Merridale Gardens/Senior Center (Mt. Airy) (DNR Grant Funds \$425,000.00) – CLSI submitted revised plans on November 23rd; copies of the plans were submitted to SWM, Sediment Control, and the Town for their review. BRM will need to acquire an off-site easement below the facility, State and Federal Permits, and forest conservation exemption.

Shannon Run/Hawk Ridge Estates (Town of Sykesville) (DNR Grant Funds \$600,000.00) – Revised plans were submitted to BRM the week of December 12th. Copies will be sent to Soil Conservation and the Town for their review. This project will be submitted to SHA in 2017 for possible TAP funding.

Whispering Valley (Manchester) (DNR Grant Funds \$375,000.00) – A change order (\$9,865.00) was executed with CLSI to change the scope of the design because SHA is no longer participating in the project. Prior to giving CLSI the okay to proceed with the design, a meeting will be scheduled with the property owner and Town to discuss the project. The new design will take up more of the property than originally anticipated.

Willow Ponds – Revised plans were received from R K & K on November 4th and comments were sent out relating to SWM on November 28th. Soil Conservation commented on the plans November 17th. A meeting was held with the City to discuss the project and they are on board with the project to this point. We are planning to schedule a meeting with surrounding property owners sometime in January.

PRELIMINARY:

FINAL:

Langdon Property (City of Westminster) (DNR Grant Funds \$900,000.00 and SHA-TAP Funds \$980,000.00) – BRM has received notice from SHA on the TAP funding and received approval from the BCC to accept the funding. Revised plans will be needed from CLSI to address SWM comments. We also need the City's approval of the final plans. Excess materials will be hauled to the Carroll County Maintenance Center Fill Site which needs to be approved by SWM, Forestry, and Public Works (Tom Robertson).

Manchester Skate Park (Town of Manchester) (SHA-TAP Funds \$756,023.00) – Revised plans and Bid Specifications were sent to SHA for review on November 4th; we anticipate comments by the end of December. Sediment control and forest conservation have been approved on the Christmas Tree Park site to dispose of the excess fill from this site. We are anticipating a spring 2017 construction date.

CONSTRUCTION STAGE:

READY FOR CONSTRUCTION:

Small Crossings/Savannah Estates (Hampstead) (DNR Grant Funds \$300,000.00) – BRM has approved the stormwater management plans. The Town had no comments on the revised plans. BRM needs an exemption request submitted for forest conservation. A site is needed for the excess fill (12,700 cu. yds.). BGE has submitted a proposal for relocation of service \$32,661.00 and Verizon still has not sent us a proposal. Paperwork is being prepared for bid.

TREE PLANTING PROJECTS:

PLANTING PHASE:

Municipal Tree Planting (Carroll County Tree Planting Phase III) – All tree plantings have been completed and are now in the three (3) year maintenance phase. Maintenance costs for the fall of 2016 and 2017 will be covered by County funds. Once the contractor is relieved of their responsibility, the municipalities will be responsible for maintenance.

City of Westminster – Trees were planted on 7.68 acres owned by the City of Westminster in November 2015. The County will fund the three (3) year maintenance ending in the fall of 2018 for \$13,866.30. Upon completion of the contractor's obligation, the City will be responsible for maintenance of the planting.

Town of New Windsor – Trees were planted on 2.2 acres owned by the Town of New Windsor in November 2015. The County will fund the three (3) year maintenance ending in the fall of 2018 for \$7,618.70. Upon completion of the contractor's obligation, the Town will be responsible for maintenance of the planting.

**DRAFT TOWN
PROJECTS**

PROPOSED TOWN PROJECTS	TOWN IMPS ACREAGE	COUNTY IMPER ACREAGE	APPROX. TOWN COST	WORK PLAN	IA	APPROX. COST	COST TO DATE CO./TOWN	OUTSIDE FUNDING SOURCE	OUTSIDE FUNDING AMOUNT	IMP. AC. TREATED TO DATE
Hampstead	67.76				67.76					
Treeplantings (Fall 2014)	0.63		grant	Tree Planting (Fall 2014)	0.63		\$3,128.10	DNR Grant	\$10,369.04	0.63
Smalls Crossing	10.9	0.3	\$545,000	Smalls Crossing	10.9	\$640,000	\$33,443.94	DNR Grant	\$300,000.00	
Hampstead Valley #1	23.5	0	\$940,000							
Remaining Imp. Area	56.23		\$545,000	Remaining IA	56.23	\$640,000				
Manchester	33.98				33.98					
Treeplantings (Fall 2014)	1.36		grant	Treeplanting (Fall 2014)	1.36		\$6,752.72	DNR Grant	\$23,052.71	1.36
Manchester Skate Park	19	5	\$770,000	Manchester Skate	27.55	\$1,000,000	\$82,116.00	TAP (80%)	\$756,043.00	27.55
Whispering Valley Phase 4	25.5	1	\$500,000	Whispering Valley	25	\$810,000	\$56,160.00	DNR Grant	\$375,000.00	
Remaining Imp. Area	-11.88		\$1,270,000	Remaining IA	-19.93	\$1,810,000				
Mt. Airy	37.45				37.45					
Fields of Nottingham	31.24	0	\$335,000	IDA Property	10.5	\$262,500		Participate w/IDA project @ \$25,000/acre		
				Merridale Gardens	24.72	\$900,000	\$86,210.00	DNR Grant	\$425,000.00	
Remaining Imp. Area	37.45		\$335,000	Remaining IA	2.23	\$1,162,500				
New Windsor	17.94				17.94					
Blue Ridge Manor	7.69	0	\$350,000	Blue Ridge Manor	7.69	\$540,000	\$51,365.00	DNR Grant	\$250,000.00	
				Treeplanting (Fall 2015)	0.73		\$4,800.00	DNR Grant	\$11,850.00	0.73
				WWT Area	27	\$800,000				
Remaining Imp. Area	17.94		\$350,000	Remaining IA	-17.48	\$1,340,000				
Sykesville	20.72				20.72					
Shannon Run/Hawks Ridge Section 1	53.9	4	\$1,240,000	Shannon Run/Hawks Ridge Section 1	53.9	\$1,240,000	\$96,020.00	DNR Grant	\$600,000.00	
Lexington Run Sec. 2	12	0	\$1,000,000							
Remaining Imp. Area	-45.18		\$2,240,000	Remaining IA	-33.18	\$1,240,000				

DRAFT TOWN PROJECTS

Taneytown 62.48				62.48							
Treeplantings (Fall 2014)	5.2		grant	Tree Planting (Fall 2014)	5.2		\$25,819.25	DNR Grant	\$89,772.17	5.2	
Taneytown Elementary	48		\$650,000	Taneytown Elementary	48	\$650,000					
				Robert's Mill	83	\$2,275,000	\$139,800.00	DNR Grant/CB1	\$1,075,000.00		
Remaining Imp. Area	57.28		\$0	Remaining IA	-73.72	\$2,925,000					
Union Bridge 15.71				15.71				\$8,500.00	DNR Grant	\$54,522.66	3
Cherry Branch Treeplanting	3		grant	Cherry Branch	3						
Remaining Imp. Area	12.71			Locust Street	10.64	\$240,000		DNR Grant	\$100,000.00		
				Remaining IA	2.07	\$240,000					
Westminster 113.79				113.79							
Trees (Fall 2015)	2.6		grant	Tree Planting (Fall 2015)	2.6		\$13,866.30	Grant	\$33,733.70	2.6	
Langdon (formerly Jantz)	92	2	\$1,694,815	Tree Planting (Fall 2014)	1.58		\$7,845.07	Grant	\$26,875.18	1.58	
Eden Farms - La Triomphe	11	47.5	\$2,000,000	Langdon (formerly Jantz)	92	\$1,800,000	\$373,048.45	DNR Grant/TAI	\$1,879,941.00		
Westminster Highlands	28.5	30.5	\$800,000	Willow Pond/Eden Farm	85	\$2,000,000	\$174,197.00				
Greens of Westminster	76		\$800,000	Greens of Westminster	76	\$800,000					
Remaining Imp. Area	-67.81		\$4,600,000	Total IA	-143.39	\$5,325,000					
				Total Cost to Towns		\$14,682,500					
Total Costs to Towns	369.83		\$11,080,000	20% Total IA	369.83						
20% of Total Town Impervious	369.83			Proposed IA Treated	597						
				Excess IA Treated	-227.17						
							\$1,163,071.83 Spent to date		\$6,011,159.46	42.65	

597 acres treated or planned to be treated
\$24,593.80/acre

Total Town Impervious 1849.2

- Note - 1. Fields of Nottingham removed because it already treats .4 of an acre.
 2. Westminster Highlands removed because we can not get the City drainage into the facility.
 3. Hampstead Valley #1 removed to pursue the Michaels project (could be placed back on list in the future).
 4. Lexington Run Sec. 2 removed (6/22/15) from list.

Revised June 2016 - Added new IA numbers including correction factor of 15%

REVISED 12/20/16

PROPOSED TOWN PROJECTS

PROJECT NAME	CITY/TOWN	ENGINEERING STATUS	CONSTRUCTION STATUS	EMCUMBERED TO DATE
Twin Ridge	Mt. Airy	DISCUSSING/RFP		\$3,014.00
Merridale Gardens	Mt. Airy	Conceptual		\$86,210.00
Small Crossing	Hampstead	FINAL APPROVED	Preparing for RFP	\$33,443.94
Manchester Skate Park	Manchester	FINAL		\$82,116.00
Whispering Valley Phase 4	Manchester	Conceptual		\$56,160.00
Blue Ridge Manor	New Windsor	Conceptual		\$51,365.00
New Windsor Railroad Wetland	New Windsor	Preliminary Conceptual (BRM)		
Shannon Run/Hawk Ridge Section 1	Sykesville	Conceptual		\$96,020.00
Robert's Mill	Taneytown	Ready to Award once MOU for grant is signed		\$139,800.00
Locust Street	Union Bridge	ON HOLD		
Langdon	Westminster	FINAL		\$373,048.45
Willow Pond	Westminster	Conceptual		\$174,197.00
Greens of Westminster	Westminster	NOT STARTED		

Total \$1,095,374.39

Updated 12/5/16

NOTE: Twin Ridge is not covered under the MOA (Frederick County side of Mt. Airy)