

CARROLL COUNTY DEPARTMENT OF PUBLIC WORKS
MINUTES OF UTILITIES ADVISORY COUNCIL
March 27, 2014
Carroll County Government Office Building
225 N. Center Street, The Reagan Room (Rm. 003)
Westminster, Maryland 21157-5194
7 p.m.

Attendees: *Council:* Michael Wilmore, Chair; Kevin Hann, Steven Miller

County Staff: Jeff Topper, Jeff Castonguay, Rizwan Ahmed, Jenny Hobbs, Penny Gist

Reports

Minutes from meeting of 11/21/13: The minutes of the 11/21/13 meeting were approved as distributed by electronic mail on January 28, 2014. The Council, on motion of Mr. Hann, seconded by Mr. Miller, and carried; (Mr. Wilmore voted “Aye”) approved the minutes of the 11/21/13 meeting.

Master Plan Updates/Revisions: *Bramble Hills service area and well* – Mr. Castonguay noted that meetings have been on-going. The study for the as-builts has been completed and the assets located. The 100% drawings are being finalized. The tie-in may take place in June or July. The first billing to the City of Westminster will occur at the end of the cycle. The current easements are to remain in place for County for use of wells for monitoring by the County. The City is responsible from the North end of the site to the Ag Center.

Old Business

Freedom District Wastewater Treatment Plant Enhanced Nutrient Removal Upgrade Status: Mr. Castonguay stated the 100% review is completed. The project was sent in for grant eligibility. There was a change made to the plans. Less funding was granted. The County responded to the Maryland Department of the Environment with a letter regarding the need for the amount of requested funding. It was MDE’s determination that some of the upgrades were for capacity when they were increased in size to accommodate the sewerage processing to meet enhanced nutrient removal. An on-site meeting will be set up. The project was to go to bid on 2/24/14 but the County has to have grant eligibility first.

Asset Management – Geographic Information System (GIS) Status: Mr. Castonguay stated the County is working with GIS to fine tune areas where residents’ connections are. So far twelve responses to the Request for Information have been received. The responses will be reviewed soon and a Request for Proposal will be put out by the Technology Services Office. Mr. Topper stated the County wants the ability to add and make changes. Mr. Hann asked when the Bureau of Roads Operations updated theirs – about 3 years ago.

Town of Sykesville Water Pipe Replacement Status: Funding is available from the State Highway Administration for streetscape concept planning. The road will be turned over to the Town. Mr. Castonguay has attended one meeting since his role began as Bureau Chief of Utilities. There is shallow rock and springs in the area. The County plans to line the sewer pipes to stop infiltration and inflow. Changes will be made to the water lines. Mr. Hann inquired as to the age of the lines – older than 1970’s. He asked that the County be aware of potential administrative fees assessed by SHA.

Council members' status:

- a. **Freedom Area business community:** A representative is still needed. Mrs. Dix was not in attendance to give an update.
- b. **Bark Hill/Pleasant Valley/Bramble Hills Area:** A representative is still needed.

Francis Scott Key High School – is the County transporting wastewater to Union Bridge?: Background: Mrs. Dix asked for this agenda item to be discussed at the 8/22/13 meeting. Mrs. Dix asked when they were building Francis Scott Key High School if there was an issue with the property lines, so that they had to haul the wastewater to the Town of Union Bridge. It was explained there was an issue with the Board of Education and Maryland Department of the Environment permitting process so that the required piping could not be installed; this made it necessary to transport wastewater to be treated in Union Bridge.

Update 11/21/13: Mr. Barrington explained how the current process and system works. Mrs. Dix asked about the property line issue. Mr. Barrington stated the original wastewater treatment plant property was deeded to a farm next to the school and the County was required to create a solution. Mrs. Dix inquired about the initial cost to set up hauling for the school, which was paid by the Board of Education, and the current cost to operate per year. This information will be gathered.

Update 3/27/14: Mr. Castonguay reported that no records are available regarding the initial cost to set up hauling. The wastewater treatment plant was built in 2007. The treatment cost is less than the current cost to haul.

Septage hauling/upgrade wastewater treatment for City of Westminster: Mr. Castonguay stated that the City's wastewater treatment plant handles landfill leachate and septage from septic tanks. The plant's upgrade is over 30% completed. The 50 to 75% plans are being worked on. The plant upgrades need to be completed by July 2016 and meeting ENR requirements by 2017. Mr. Topper noted that a meeting was held with the City to determine how to allocate funding. Mr. Wilmore asked if the enterprise fund is covering the septage – No, it's self-contained under another fund. He noted that 12.7 million gallons was treated last year. Ms. Hobbs noted the Board of County Commissioners agreed to increase 5.5 cents per gallon to 6 cents per gallon for fiscal year 15 and to 6.5 cents per gallon for FY 16.

Baltimore City food oil waste information: At the 11/21/13 meeting, Mr. Wilmore gave Mr. Barrington a handout from Baltimore City regarding dealing with food oil waste. Mr. Castonguay gave an update stating that the County's media specialist will help to create a document that can be placed in the water reports and on the website. Mr. Wilmore gave the name of the bureau head to check with on using the same wording. The County has looked at other jurisdictions' versions. Mr. Hann noted that a color handout will attract attention.

Hampstead car wash: At the 11/21/13 meeting, Mr. Hann asked if the car wash is connected to the sewer system. Mr. Castonguay reported that the manholes, lines and North Pumping Station were checked. No evidence of "suds" was observed going into the system. Mr. Hann stated that two of the wells downstream from the car wash contained suds. He thanked Mr. Castonguay for investigating.

New Business

Bureau of Utilities Fiscal Year 2015 Operating and Community Investment Plan (CIP) recommended budgets: Mr. Castonguay presented information as prepared by Ms. Hooper regarding the FY2015 Operating and Community Investment Plan recommended budgets. He reported that there is a 4.76% increase in the overall budget. Personnel services, contractual services (Baltimore City raw water), vehicles, treatment supplies and consumption rate are factors.

He explained the need for projects giving associated details and answered questions from the Council.

Water and Sewer Rates: Jenny Hobbs presented information from a handout she prepared and answered questions from the Council (Utilities Recommended Rates to Support Operating and Capital Budgets for Fiscal Year 2015). This information was presented to the Board of County Commissioners today; decision pending.

Fluoride Costs: Discussion ensued regarding the use and cost of fluoride in the water treatment facility. Research will be done and presented at the May meeting.

The meeting was adjourned.

cc: *Council Members*
Thomas J. Rio, Director of Public Works
Jeffrey Topper, Deputy Director of Public Works
Jeffrey Castonguay, Bureau Chief of Utilities
Rizwan Ahmed, Public Works Specialist
Robert Burk, Comptroller
Thomas S. Devilbiss, Deputy Director, Land Use, Planning & Development
Robin Hooper, Budget Analyst, Department of Management & Budget
Jenny Hobbs, Financial Analyst, Department of the Comptroller
Steve Powell, Chief of Staff, Board of County Commissioners
Utilities Advisory Council File

Handouts: Copy of "FOG: Fats, Oil & Grease from the Pan to the Can" cleanwaterbaltimore.org
Recommended Community Investment Plan for Fiscal Years 2015 to 2020
Recommended Utilities Enterprise Fund Summary for Fiscal Year 2015
Utilities Recommended Rates to Support Operating and Capital Budgets for Fiscal Year 2015
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