

**CARROLL COUNTY DEPARTMENT OF PUBLIC WORKS  
MINUTES OF UTILITIES ADVISORY COUNCIL**

**November 17, 2016**

**Carroll County Government Office Building**

**225 N. Center Street, Rm. 003**

**Westminster Maryland 21157-5194**

**7 pm.**

Attendees: *Council*: Michael Wilmore, Steve Miller, Ellen Dix, and William Wantz

*County Staff*: Gary Dye, Wanda Brandenburg, Rodney Kuhns, Jeff Castonguay

Absent: Kevin Hann

Meeting opened by Mr. Wilmore. Gary Dye welcomed and introduced William Wantz to the Board as a new board member that became effective September 1, 2016. Mr. Wantz is from Pleasant Valley and recently retired from Worthington Pump after 41 ½ years of service. He also has knowledge of Ingersoll Dresser pumps and Flowserve pumps as well as working with quality assurance and customer service issues. Rodney Kuhns, Capital Project Manager for the Bureau of Utilities was also introduced to members. Mr. Kuhns has over 25 years of service as a County employee and has been with the Bureau of Utilities since 2007.

### **Reports**

**Minutes from meeting of 9/22/16:** Minutes from the September 22, 2016 meeting were presented. The Council, on motion of Mr. Miller, seconded by Mrs. Dix, and carried by Mr. Wilmore and Mr. Wantz, voted to adopt the minutes of the September 22, 2016 meeting.

### **Council members' status:**

- a. **Freedom Area business community:** Update 11/17/16 – Mr. Wilmore was offered an extension of his term until his seat is filled if he is in agreement. He is to let Gary Dye know if he accepts or wishes to cease his term on December 31. Mr. Dye is following up to see if meetings can continue without the 6 member committee.
  
- b. **Bark Hill/Pleasant Valley:** Mr. William Wantz from the town of Pleasant Valley has filled the vacancy for this area. His term will expire on August 31, 2019.

### **OLD BUSINESS**

#### **I. Community Investment Plan (CIP) Budgets: Updated 11/17/16 –**

- a. **Water and Sewer study** –All necessary information was provided to George, Miles & Buhr (GMB) to continue with the study. Currently flow meters and rain gauges are installed in various locations for about 4-6 months to monitor rainfall and inflow and infiltration (I&I). Storm events need to occur in order for the study to move forward. We have had a relatively dry fall so far.
  
- b. **Freedom WWTP ENR upgrade project – Updated 11/17/16** – Payments to date total \$16.2 million. The original contract was \$19.5M with additional change orders in the amount of \$2.6+ million. Project is roughly 73.5% complete. Approximately 340 days remain on the contract. A meeting between MES, GMB and county staff to discuss the influent restriction permit requirements was held on 10/12/16, specifically to discuss the indirect discharge user list for MDE. MDE is requiring this list prior to renewing the permit. Indirect discharge user is defined as a user discharging pollutants into a publicly owned treatment facility from any non-domestic source. In addition, MDE wants an agreement between the County and MES to hold the county responsible for enforcing the influent restrictions.

- c. **Hampstead WWTP ENR upgrade project – Updated 11/17/16** – County and GMB provided joint comments to MDE regarding the draft NPDES permits for Hampstead Treatment Plant and BTR on 10/28/16. A meeting was held on site at the BTR location with GMB, MDE, DNR and county staff to discuss the Deep Run effluent discharge plans. Both MDE and DNR acknowledge that County has gone above and beyond to make this work for everyone involved. A meeting was scheduled with MDE for 11/29 to discuss the comments. Implementing a second discharge point into Deep Run stream. Classification for Deep Run stream is a 1 and Piney Run stream is a 3. Trout Unlimited is trying to reclassify Deep Run to a class 3 stream which has stricter regulations.
- d. **Houcksville Road/Lower Beckleysville Road Line update – Updated 11/17/16** – Phase I of the sewer extension down Lower Beckleysville Road to the new headworks of the HWWTP ENR upgrade is complete. Phase 2 will be put out for bid beginning December 16<sup>th</sup> and awarded mid-January 2017 for start of construction. Plans are to start at the low end and tie into Phase 1 at the solar farm and work up through the Cole farm before planting season in late spring.
- e. **Westminster Septage Facility upgrade project – Updated 11/17/16** – Latest estimates include construction and engineering/management costs at \$5.4 million. Westminster’s design engineer is dealing with some permitting and easement issues that are driving the project delays at this time. It will be at least 12 months before landfill operations will be interrupted. This will allow the landfill time to get cell 3 partially covered along with the leachate pond expansion done which will help when the septage facility is shut down for construction with less leachate along and additional storage time respectively. Haulers will then have to haul sludge to Hagerstown or Baltimore. Rates are projected to increase. Current rates are \$0.65/gallon.
- f. **Sykesville (MD 851) Streetscape Project – Updated 11/17/16** – The DPW Director signed the County participation commitment letter and forwarded to State Highway Administration in September. State funding for this project may be cut do to fuel tax cuts. These cuts may affect the State Highway budget for the project. The storm drains were inspected. Most of the metal has deteriorated and only a partial shell remains. Construction is expected to take a year to a year and a half to complete. Traffic disruption and detours will be in place.
- g. **Asset Management System project – Updated 11/17/16** – The Utilities Engineer has tested the software to familiarize himself with the capabilities of the program. He will meet with Superintendents to get the final data needed prior to starting the hands-on live training. The system will allow the BOU to track hours worked on projects, costs involved, materials used etc., in addition to having foresight into planning for future capital projects or potential problem areas.
- h. **Relief Sewer 2, 4, 6 & 10 – Updated 11/17/16 - Relief Sewer #10** (Sykesville Interceptor) The feasibility study is complete and there were two possible locations for a sewer pump station with one being on School House Road. The BOU Project Manager met with representatives from the School House Road Association about a possible easement for a sewer pump station. They were very receptive to working with us on this. **RS #4** is to replace about 2,050 ft. of sewer main that parallel’s to Snowdens Creek Road. Currently waiting on comments from the Army Corps of Engineers for a waterway permit. **Relief #6** is to replace approximately 2,200 feet of an existing 12-inch pipe with a 16-inch pipe south of MD 32 to Piney Ridge Parkway. Currently waiting on the sewer study and model completion for recommendations. **Relief Sewer #2** – This project addresses I&I (inflow and infiltration) issues along Sunset Drive and the Carroll Highlands Pump Station. Half of the sewer line and manholes were lined in FY16. The other half are scheduled to be done this fiscal year.
- i. **Water & Sewer Specs – Updated 11/17/16** – This was submitted as a Capital Project for FY18 to hire an outside firm for assistance in completing this project. If approved, the Utilities Engineer will assist on the project.

- j. **Raincliffe Well Rehabilitation – Updated 11/17/16** – The Engineer is preparing plans for submittal to MDE for the construction permit. The easement for RC-2 well was received from the Raincliffe Community Association and is being recorded. This well is outside of county property.
  - k. **MacBeth Way Water Looping & Frank Brown Trail Project – Updated 11/17/16** – The water line portion is complete and in service. The trail portion is underway. Recreation and Parks is managing that portion of the project.
  - l. **Homeland Condominium Private Fire Hydrants – Updated 11-17-16** - The Director of Public Safety spoke with the Chief of the Sykesville Fire Department about flushing private hydrants at Homeland Condo's. The fire company agreed to flush the hydrants at Homeland Condos but stated they could not certify the condition of the hydrants or take responsibility of them. Coordination between the County and the fire company to flush the public and private hydrants at the same time should maximize the effectiveness of the flushing. Flushing was completed on October 26.
- III. **Piney Run Reservoir – Updated 11/17/16** – Piney Run is still on radar. Stream temps are affecting this as well. An appropriation permit would still need to be granted from MDE prior to the possibility of using as a water source for Freedom District. Resource Management is aware of our situation. A Capital Project would need to be put into place and funded before an appropriation permit could be applied for. With the addition of 5 monitoring wells put into production it could be possible to reduce current rates to county residents in the Freedom District.
- IV. **Bartholow Tank Rehabilitation – Updated 2/25/16** - Pittsburg Paint & Tower cleaned and inspected the tank. The inside will need to be painted. CDM is working on water model with relation to putting tank back on line with a booster pump mixer.
- V. **Proposed CIP Project for 2018-2024 – Updated 11/17/16** - Capital budget process is underway for FY18-24. The first submittal to the Budget office is due end of September or early October. O&M budgets will follow in Oct/Nov. The following new CIP projects are being submitted to budget.
- a. **Sykesville/Springfield Wells** – Proposed to bring 5 existing monitoring wells into production starting in FY18 with engineering and land acquisition for the first well. This will help to reduce the amount of water being purchased from the City of Baltimore for water withdrawn from the reservoir.
  - b. **Sykesville pump station & force main** – Proposed FY22 for Engineering and FY23 for Construction. The existing pump station is on a small parcel of land and at its capacity limits. With no room for expansion we are currently planning to build a new station on another section of land and the Gaither area will come on-line in future years based on latest revisions to Freedom Master Plan. This expansion will accommodate the Gaither area as well.
  - c. **Sykesville Sewer Lining project** – Previously all lining projects for Freedom and Hampstead were grouped under one project that included lining, removal, replacement and CCTVing of lines. A specific project is now put together for the Sykesville sewer lining. ENR grant funding is available January 1, 2017 for lining and reduction of I&I. BOU will pursue grant money for this project. This will be a yearly on-going maintenance project.
  - d. **Hampstead Sewer Lining project** – A specific project for Hampstead Sewer lining only was put together. We are pursuing this project the same as the Sykesville lining project.
  - e. **New County Sewer Line Replacement/Upgrade project** – This is project is segregated from the existing sewer lining/rehab project. This funding includes point repairs, removing or replacement of existing pipe, pipe bursting, underground boring and new pipe installations for County delineated sewer lines. Also includes clearing of off-road easements and is a yearly maintenance project.
  - f. **Runnymede WWTP Rehab** – This is scheduled for rehabilitation in FY23. No upgrades to current system. Only replacing what is current there.
  - g. **County Specifications & Standards** – This is a planned project to revise the County water/sewer specifications manual to current industry standards. A complete revision has

not been done since 1992. An on-line version and hard copy version will be available when complete.

- h. Freedom WTP Membrane Filter Replacement – All membranes were replaced with new in the last six months. Life expectancy is 8-10 years. A project is requested to collect money beginning in FY18 and each year through FY27 when membranes are expected to be replaced again.
- i. Gravity Sewer Main – Houcksville Road to HWWTP – Additional funding is being requested to replace funding that was used for additional work done at the upper end near Houcksville bridge for the State Highway project.

VI. **FY18 Operating Budget – Updated 11/17/16** – FY18 budgets are due being worked on and are due to the budget office in December.

VII. **County/Town/Municipality Utilities Group** – Steve Miller brought this up at the Town Managers group meeting in October. There are 8 municipalities. He extended an invitation for all to attend our UAC council meeting.

### **NEW BUSINESS**

I. **Sykesville MD 26 Widening & Road Improvement Project** – The design of this state project was changed due to MDE storm water management comments/requirements and now impacts approximately 800 ft. of 12-inch water distribution main. State Highway (SHA) submitted revised plans in September and requested time frame for design and construction to relocate our water main. An e-mail was sent to State Highway in October with 16-18 month estimated design and construction time. Also included were two possible revisions to plans that would eliminate or significantly reduce impacts to our water main. Currently waiting on SHA response. If water main relocation is required, BOU will need to budget for an unknown project and pull resources from another planned CIP project which would get pushed back.

II. **Baltimore City Water Rates** – The County's goal is to reduce the amount of water drawn from the Liberty Reservoir that is owned by the City of Baltimore. This would reduce the operating budget by decreasing the amount of money paid quarterly for water purchased. Jeff C. met with the City of Baltimore and Howard County staff to discuss rates. Currently the contract is being renegotiated for a new rate structure for raw water.

The next meeting is scheduled for February 23, 2017 at 7 pm in Room 003.

The meeting was adjourned.

Cc: *Council Members*  
*Jeffrey Castonguay, Director of Public Works*  
*Jeffrey Topper, Deputy Director of Public Works*  
*Robert Burk, Comptroller*  
*Thomas S. Devilbiss, Director, Land Use, Planning & Development*  
*Evan Cook, Budget Analyst, Department of Management & Budget*  
*Jenny Hobbs, Financial Analyst, Department of the Comptroller*  
*Ted Zaleski, Director, Management & Budget*  
*Utilities Advisory Council File*

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