

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

April 22, 2010

**North Carroll Senior Center
2328 Hanover Pike
Greenmount, Maryland 21074
7 p.m.**

Attendees: *Council:* Michael Wilmore, Dena Bauer, Kathy Everly, Leah Ann McCormick

Absent: Matt Candland

County Staff: Mike Evans, Frank Schaeffer, Sheree Lima, Joe Barrington, Rob Burk, Robin Hooper, Jenny Hobbs, Penny Gist

Reports

Master Plan Updates/Revisions: Frank Schaeffer presented information on amendments to the Water and Sewer Master Plan (see attachments).

- The Allen property, 52.49 acres along Mineral Hill Road and Liberty Reservoir, was added to the Freedom area sewer plan.
- Proposed public sewer system for Lineboro Community is being considered.

Lineboro community proposed public sewer system: There was a discussion of the proposed public sewer system for the Lineboro Community being considered. The community is experiencing failing or inadequate septic systems, complicated by the low lying topography and small lots.

Ms. Everly expressed concerns, based on her experience in the Bark Hill area and the development of the Bark Hill Water System, that these failing septic systems may be contaminating the groundwater in Lineboro. It was suggested that a representative from the Carroll County Health Department may better answer her questions.

There was a discussion of the cost of the project and the impact to the residents. It was explained that the project cost was \$4.5M and the County was applying for a loan from the US Rural Utility Service that could potentially pay 45% of the project making it more affordable to the residents.

Progress on the Lineboro project:

- The Planning Commission found the proposed system and service area boundaries to be consistent with the Master Plan.
- The Board of Commissioners voted to have a public hearing on the project.
- The residents were surveyed to determine their desire to participate in the project and the majority did not want to participate, due to the cost.
- Preparations are moving forward to apply for a grant from the US Department of Agriculture to help fund the project.
 - Engineering Study underway
 - Environmental Study is underway

Enterprise Fund Rates/Department of Management & Budget's Comments: The proposed FY 11 Water and Sewer rates and supporting information was distributed.

Further discussion included:

- The difference between the annual maintenance fee and user rate
- Satisfying goals and fair allocation of cost through the rate structure
- Capital projects past, current and future funding and how that affects rates
- Impact of decreased usage
- Impact of eliminated positions
- Impact of emergencies and daily operations
- Fixed and variable costs, flexibility of the budget
- Comparison of municipalities and other counties regarding rate structures
- Impact of developments on the system

Old Business

Hampstead Effluent Temperature: No change.

Progress on Long and Short Term Goals: Mr. Wilmore noted the council hasn't established what these are except for looking at the budget.

Comments on Financials (from last meeting in December): Mr. Burke stated that the existing rates, 6/30/09 audit information and the recommended proposed rates for the coming fiscal year were presented in December. Some of this information was reiterated during this meeting.

New Business

Other Water and Wastewater Operations: Mr. Wilmore heard on the news a couple months ago about an overflow. Discussion ensued about the Baltimore City system, which serves Howard and Baltimore Counties. Our water mains did not break this winter. We have had sewage spills from backups into basements or manholes. It was explained how the county is faced with various issues and emergencies and how that affects operations, budgets and rates.

Environmental Compliance Officer's Retirement: Mr. Wilmore asked if there were any policy changes due to Mr. Slater's retirement. No, there hasn't been. Tom Devilbiss has assumed these duties.

New County Budgets and Forecasts:

County web page-HWWTP: Mr. Wilmore noted the County web page states that Hampstead WWTP was postponed or eliminated. It's actually not referring to our HWWTP. There is a small, privately-owned wastewater treatment plant, which serves the Black and Decker business community. Economic Development was involved with the promotion of its redevelopment and it's no longer in their budget.

Mr. Wilmore referred to the web page that noted utility spending increasing from \$1.8 million to \$3.3 million. That actually refers to the FY10 to FY15 adopted budget compared to the FY11 to FY16 proposed budget. The ENR Freedom Wastewater Treatment Plant project was moved to the future due to information that MES provided.

EPA New Stormwater Rules for Chesapeake Bay Watershed: Mr. Wilmore asked about the impact of this. ENR projects are direct results of efforts to clean up the watershed. MDE, who is a surrogate for EPA, oversees law enforcement on total maximum daily loads.

They announce the TMDL's regularly, which has an impact on county operations. The easiest targets for measurement are the point discharges where the pipe goes into the stream as opposed to run-off from farms, neighborhoods or storms.

Web Page Information: Mr. Wilmore stated that the County web page has items there relative to water saving devices that are offered, but you need to "click" through a lot to find it. Discussion ensued that the abundance of information will be reviewed to make it readily available. Mr. Wilmore suggested that the web page be put on the usage bill.

Recommendation by UAC: Budget process and proposed operating and capital budget information was distributed. The capital budget process starts in the summer and the operating budget process in Sept/Oct. The public hearing for the budget is May 5, 2010 at the Scott Center, Carroll Community College at 7:30 p.m. The rates will be advertised tomorrow, April 23, in the Carroll County Times. Work sessions will occur after the hearing. The budget is planned to be adopted May 24, 2010.

Mr. Evans asked for an agreement from the Council on the proposed water and sewer utility rates and the proposed FY11 operating and capital budget. The Council is in agreement so a letter will be drafted for signature to be presented to the Board of Commissioners.

The meeting was adjourned. The next meeting will be held on May 27, 2010 at 7 p.m. at the South Carroll Senior Center, 5928 Mineral Hill Road, Sykesville.

Remaining schedule: (note that November/December meetings are held on the 3rd Thursdays of the month)

5/27/10	SCSC
6/24/10	WSC
7/22/10	NCSC
8/26/10	SCSC
9/23/10	WSC
10/28/10	NCSC
11/18/10	SCSC
12/16/10	WSC

cc: Council Members
J. Michael Evans, Director, Department of Public Works
Franklin G. Schaeffer, Deputy Director, Department of Public Works
Joe Barrington, Chief, Bureau of Utilities
Sheree Lima, Financial Manager, Department of Public Works
Robert Burk, Comptroller
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: Master Plan Updates/Revisions
Draft: Lineboro Sewer Service Area Parcel Map
Utilities Proposed Rates to Support Operating and Capital Budgets for FY11
Water and Sewer Rate Comparison FY10
Rate Changes by Rate Model Categories
The Budget Process
Utilities Operating Summary
Community Investment Plan for FY11-16 – Proposed
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