

**TALBOT COUNTY
DEPARTMENT OF PUBLIC WORKS
ADVISORY BOARD MEETING
MEETING MINUTES
FOR
SEPTEMBER 2, 2020**

October 7, 2020

ATTENDEES:

Bill Anderson, Public Works Advisory Board, Chairman
Roger Bollman, Public Works Advisory Board, Vice Chairman
Ed Sclichter, Public Works Advisory Board member
Cory Buxton, Public Works Advisory Board member
Dan Billingsley, Public Works Advisory Board member
Corey Pack – County Council Liaison - Absent
Ray Clarke, County Engineer
Terry Martin, DPW Environmental Engineer

1. OLD BUSINESS

2. NEW BUSINESS

- a. The Board meeting started at 12:45 pm. Shortly after the meeting started, the Public Works Advisory Board reviewed the meeting minutes of July 8, 2020 along with the Executive Session Closing Statement and Executive Session minutes. The Board voted 5-0 to adopt the July 2, 2020 meeting minutes with revisions as discussed. The Board also adopted the Executive Session Closing Statement and Executive Session minutes via a 5-0 vote.
- b. Due to Tropical Storm Isaias on August 4, 2020, the August 5, 2020 Public Works Advisory Board meeting was cancelled.
- c. Ray Clarke reviewed the capital projects with the Public Works Advisory Board with a copy of the capital project list being provide to the Board.
- d. Ray Clarke advised the Board of the failure of the vacuum pumps used within the Martingham Sewer Collection System. The vacuum pumps failed on August 17, 2020 with the Talbot County Sanitary District working with Queen Anne’s County to install one of their vacuum pumps until Hills Electric could install two (2) new vacuum pumps. The Sanitary District continued to use the Queen Anne’s County vacuum pump until Hills Electric could install a second vacuum pump. The Talbot County Sanitary District returned the rebuilt vacuum pump back to Queen Anne’s County in mid-September.

- e. Ray Clarke reviewed the wastewater flows during the month of August for the Region II (St. Michaels) and Region V (Tilghman) Wastewater Treatment Plants. Ray noted the high flows experienced on August 4, 14 and 19, 2020 at the Region II Wastewater Treatment Plant.
- f. Ray Clarke advised the Board that the Talbot County Sanitary District was seeking proposals from Lane Engineering and Century Engineering to develop websites for providing public information related to the sewer extensions outlined by Resolution 235 and Resolution 250. The Department of Public Works would like to work with the Board in having Board members review the websites and offer suggestions to help improve the communication of the websites.
- g. In reference to Bill 1415 that established a capital project for Nutrient Trading, the Board requested that the Department of Public Works contact Jeff Horsman and/or Matt Pluta to have a panel discussion on nutrient trading. To initiate the panel discussion, the Department of Public Works would prepare an agenda along with contacting MDE to secure information on the State's nutrient trading program.
- h. Ray Clarke advised the Board that the County Council approved the request of the Department of Public Works to request proposals for preparing the update to the Talbot County Comprehensive Water and Sewerage Plan. The Board requested the opportunity to review the scope of services and the RFP prior to soliciting bids.
- i. The Board requested that the Department of Public Works contact the Office of Law to review the need to adopt procedures for conducting the Public Works Advisory Board meetings via telephone if the County Council decided to require meetings in-person. The Board would like to seek approval to continue participating in meetings via telephone conference calls after the County Council withdraws the meeting guidance established for the pandemic.
- j. Roger Bollman presented a motion to adjourn the meeting that was seconded by Cory Buxton. The Board then vote 5-0 to adjourn the meeting.
- k. There were no official reports from the subcommittees.

OPEN DISCUSSION

PWAB Meeting adjourned at approximately 2:20 p.m.

Author: Respectfully Submitted, Ray Clarke

These minutes are the official record of the meeting and represent the understanding of the writer of items discussed and decisions made during the meeting, and shall become a part of the Public Works Advisory Information Document. We shall assume our understanding to be correct unless written notice to the contrary is brought to our attention within fourteen (14) days of receipt of these minutes.