

**TALBOT COUNTY
DEPARTMENT OF PUBLIC WORKS
ADVISORY BOARD MEETING**

**MEETING MINUTES
FOR
APRIL 4, 2018**

May 2, 2018

ATTENDEES:

Bill Anderson, Public Works Advisory Board Chairman
Roger Bollman, Public Works Advisory Board Vice Chairman - Absent
Ed Sclichter, Public Works Advisory Board member
Cory Buxton, Public Works Advisory Board member
Ray Clarke, County Engineer
Bill Wolinski, DPW Environmental Engineer

1. OLD BUSINESS

2. NEW BUSINESS

- a. The Chairman called the meeting to order at 12:05 p.m. and the Board then reviewed the meeting minutes for their March 7, 2018 meeting. After reviewing the March 7, 2018 meeting minutes, the Board made a motion to accept the meeting minutes which was seconded and then adopted via a 3-0 vote.
- b. The Board then reviewed various capital projects with the Department of Public Works. Mr. Sclichter noted that he had received an invoice for the operation and maintenance of the Retrofast Denitrifying Treatment Unit from Harry's Septic Service. Ray advised Mr. Sclichter that the County continues to maintain the Retrofast denitrifying treatment units, and the County would contact Harry's Septic Service. It was noted that the County need to check the signage and easements for the village of Claiborne. In discussing the St. Michaels Sewer Rehabilitation and Replacement project, the Board noted that the County should work to conduct smoke testing to find illicit connections. With the sewer work being funded by Rural Development, Ray advised the Board that he would seek to use some of the grant funding to buy a sewer smoke testing unit to complete smoke test of the sewer system.
- c. Ray then reviewed the wastewater flows for the month of March 2018 and the presented the rain and flow chart for the month of March 2018 as well.
- d. Bill Wolinski provided the Board with an update on the Ditch Retrofit Manual and the projects completed by the County. Bill advised the Board that he would email them the power point information.
- e. The Board reviewed sewer service policy and noted that the County should proceed with the illicit connection ordinance.

- f. Ray advised the Board that Tom Leigh was hired to be the Midshore Coordinator/Manager grant applications, tracking non-point source credits and other matters associated with the Chesapeake Bay Foundation's Health Waters Roundtable.
- g. There were no official reports from the subcommittees.

OPEN DISCUSSION

PWAB Meeting adjourned at approximately 2:30 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.