

**TALBOT COUNTY
DEPARTMENT OF PUBLIC WORKS
ADVISORY BOARD MEETING
MEETING MINUTES
FOR
APRIL 7, 2021**

May 5, 2021

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 – attended for first part of the meeting
Ray Clarke, County Engineer
Terry Martin, DPW Environmental Engineer

1. OLD BUSINESS

2. NEW BUSINESS

- a. The meeting of the Public Works Advisory Board started at 12:45 pm. The Board reviewed the March 3, 2021 meeting minutes, then presented a motion to adopt the meeting minutes. After a second on the motion to adopt the minutes, the Board voted 5-0 to approve the minutes for March 3, 2021.
- b. 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.
- c. During the review of the capital project related to the St. Michaels Sewer Collection System Improvement project, the Board discussed the strategy of having the Talbot County Sanitary District forward information to the users of the system of the problems that flushable wipes can have in clogging sewers and pumps. After this discussion, the Department of Public Works would work to develop flyers to be include in future sewer billings that reviewed the issues of flushable wipes. The flyers could also address disposing of pharmaceuticals into the sewer system, disposing kitchen grease down sinks, and the issue broken cleanouts can have in allowing extraneous flows into sewer systems. The Department of Public Works would present the informational flyers to Board for review and comments.
- d. As the Board initiated the review of the Resolutions to amend the Comprehensive Water and Sewer Plan, the Board noted that the 2002 Report of the Review of the Comprehensive Water and Sewerage Plan needed to be updated. Ray Clarke advised that Board that the Department of

Public Works was working on the request for proposals, and he would attempt to forward the draft RFP to the Board for their review and comments prior to the next meeting.

- e. At approximately, 1:20 p.m., the Board initiated their review of Resolution 299. Resolution 299 would amend the Talbot County Comprehensive Water and Sewerage Plan to reclassify the property owned by Talbot County where the Repurposing Facility is located just off of Maryland Route 33 with the property described as Parcel 11 on Tax Map 34 from unprogrammed to S-1, Immediate Priority Status for Sewer Service from the Region II Wastewater System. During the discussion of the Resolution, Board raised the following questions:
1. In extending sewer from the Region II Wastewater System, Resolution 299 appears to be inconsistent with Resolution 175, a Resolution that sets up a policy of connecting sewer properties to the Unionville Force Main;
 2. Was the Resolution forwarded to the Town of Easton and Easton Utilities;
 3. Would it be more feasible to construct an on-site sewage disposal system and have the County continue to issue temporary use permits until the Environmental Health approved the on-site sewage disposal system; and
 4. Additional questions related to the site plan, operations, and the temporary use permits were raised.

Due to the need for additional information and addressing questions raised during the April 7, 2021 meeting of the Board, the Board presented a motion to table a decision on Resolution 299 until their May 5, 2021 meeting. The motion was seconded and then passed via a 5-0 vote. *A summary memorandum was prepared outlining the questions raised by the Public Works Advisory Board, and then forwarded to the Board for review and comments.*

- f. The Board then reviewed Resolution 300, a Resolution to amend the Talbot County Comprehensive Water and Sewer Plan for Ferry Point Area in the southern portion of Trappe District. Resolution 300 would reclassify the commercial properties described as Parcels 13, 21, 42 and 43 on Tax Map 62 from unprogrammed to S-1, Immediate Priority Status for Sewer Service through a new community-based wastewater treatment system. In addition to the commercial properties being reclassified, Resolution 300 would reclassify the residential properties identified as Parcels 1-19 on Tax Map 62 from unprogrammed to S-2, Future Planned Area for Sewer Service in 3-5 years. The Board raised concerns in reclassifying the residential properties from unprogrammed to S-2. Due to concerns related to the Lakeside Development, a development in the incorporated limits of the Town of Trappe, MDE took the position that the S-2 sewer classification was reclassified for the Town of Trappe to S-1, Immediate Priority Status, due to S-2 classification being established over ten (10) years ago. The Board presented a motion to recommend that the County Council approve Resolution 300 having the commercial properties reclassified from unprogrammed to S-1, immediate priority status for sewer service, but the residential properties remain unprogrammed. After the motion was seconded, the Board passed the motion via a 5-0 vote. *A summary memorandum was prepared outlining the discussions of the Board and their decision. A copy of the summary memorandum was forwarded to the Board for review and comment.*
- g. After reviewing Resolution 300, the Board reviewed Resolution 301, a Resolution establishing a capital project for the Preserve at Wye Mills to replace the existing rotating biological contactor wastewater treatment system with a new membrane bio-reactor wastewater treatment system. The Board raised questions and issues that related to establishing a condition that no more

building permits be issued until the wastewater treatment plant complied with the discharge permit; and with more disclosures by the HOA related to the financial plan and operations of the existing wastewater treatment plant. After the discussions, the Board presented a motion to recommend that the County Council table Resolution 301 until the Preliminary Engineering Report has been completed. If the County Council moves forward with the Resolution, the Board requests that a section be added to the Resolution so the County does not accept the wastewater treatment plant until the discharge of the new plant complies with the discharge permit. The motion was seconded and then passed via a 5-0 vote. *A summary memorandum was prepared outlining the discussions of the Board and their decision. A copy of the summary memorandum was forwarded to the Board for review and comment.*

- h. After reviewing all the Resolutions related to amending the Comprehensive Water and Sewerage Plan, Ray Clarke went over the Solid Waste Management Plan. The Board raised questions related to banning plastic grocery bags and plastic balloons. The Board also asked how boat shrink-wrap was disposed of. There was minimal discussion related to the Solid Waste Management Plan.
- i. The Board then reviewed the need for the Comprehensive Water and Sewer Plan to prioritize project possibly outlining small and large projects. The Board noted that prioritizing projects would establish a game plan for managing water and wastewater services.
- j. The Board presented a motion to adjourn by Dan Billingsley with a second from Cory Buxton. The Board voted 5-0 to adjourn.
- k. There were no official reports from the subcommittees.

OPEN DISCUSSION

PWAB Meeting adjourned at approximately 3:15 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.