

**TALBOT COUNTY  
DEPARTMENT OF PUBLIC WORKS  
ADVISORY BOARD MEETING  
MEETING MINUTES  
FOR  
OCTOBER 2, 2019**

**November 13, 2019**

**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  
Tim Jones, Public Works Advisory Board member - Absent  
Corey Pack – County Council Liaison - Absent  
Ray Clarke, County Engineer  
Terry Martin, DPW Sanitary Engineer

**1. OLD BUSINESS**

**2. NEW BUSINESS**

- a. At 12:00 pm, the Public Works Advisory Board started their meeting by reviewing the meeting minutes of September 4, 2019. The Board noted comments on the meeting minutes and then voted 4-0 to adopt the meeting minutes as revised.
- b. Ray discussed the proposed Bay Bridge alignment for construction of a new span and connection to Rt. 50. He noted there will be a meeting with SHA on October 3, 2019 to be attended by Ray Clarke and Mike Mertaugh.
- c. Ray discussed the waste water treatment issues observed at the Preserve at Wye Mills WWTP. MDE has been contacted and has met with Talbot County and the HOA at the Preserve at Wye Mills.
- d. Ray reviewed the capital projects with the Public Works Advisory Board with a copy of the capital projects list and schedules being provided to the Board.
- e. The Board was presented with the wastewater flows for the Region II (St. Michaels) and Region V (Tilghman) Wastewater Treatment Plants. A copy of the wastewater flows was handed out to the Board members.
- f. Ray provided information on the upcoming Healthy Waters Briefing Schedule to October 25, 2019 to be held in Oxford Maryland by the Chesapeake Bay Foundation.

- g. Ray provided an update on the illicit Connections for the Talbot County Sanitary Districts. After discussion with the Office of Law the enforcement will need to be done by legislation.
- h. Ray provided an update on the Trappe East project and the need for a County Comprehensive Water and Sewer Amendment. The County has requested a public hearing, and this hearing is scheduled for November 19, 2019, 6:00 PM at the Trappe Volunteer Fire Department.
- i. Ray updated the Board with the schedule and costs associated with extending sewer as part of Resolution 235 to communities along Unionville Road and St. Michaels Road. Based on discussions with MDE, the County needs to maintain a debt to income ratio of 1.0 or greater. To accomplish this, each property included in Resolution 235 would need to be assessed about \$240.00 per year for the benefit charge which would be added to the annual sewer service charge of \$660.00 per year. Also due to the MDE requirements to design to a daily flow rate of 250 gallons per day per EDU, and the physical/operating conditions of the pump stations, rehabilitation of the Royal Oak Pump Stations #1 and #2 will need to be added to the bid package.
- j. Ray then updated the Board with the schedule, costs and loan information for Resolution 250 which would extend sewer to the villages of Bozman and Neavitt. MDE again noted the need to maintain a debt to income ratio of 1.0 or greater. Due to the costs of constructing the infrastructure, the Board was advised that the County had contacted the Community Development Block Grant representative to discuss additional grant funding for property owners needing financial assistance. The funding through CDBG would assist property owners meeting low and moderate income levels. Depending upon various scenarios, a benefit charge would range from \$160.00 to \$360.00 per year plus the current billing rate of \$660.00 per year. W. Anderson requested that a copy of the Scope of Work for the Resolution 250 RFP be provided for review.
- k. Ray discussed the status of the Talbot County Sanitary District Budget and Personnel. New staff are needed immediately and the County should consider starting them at higher starting rates to be more competitive with other counties. The engineer position still remains unfilled.
- l. There were no official reports from the subcommittees.

## **OPEN DISCUSSION**

PWAB Meeting adjourned at approximately 2:50 p.m.

Author: Respectfully Submitted, Terry Martin

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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.