

**TALBOT COUNTY
DEPARTMENT OF PUBLIC WORKS
ADVISORY BOARD MEETING
MEETING MINUTES
FOR
SEPTEMBER 4, 2019**

October 2, 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 - Absent
Tim Jones, Public Works Advisory Board member
Corey Pack – County Council Liaison - Absent
Ray Clarke, County Engineer
Terry Martin, DPW Senior Engineer

1. OLD BUSINESS

2. NEW BUSINESS

- a. With Parker Durham from the Department of IT being at the meeting just before noon, the Board agreed to modify the agenda to allow Mr. Durham to assist the Board with logging into the County's email system. Due to requirements that the password needs to be changed every 90-days, the Board asked if IT could send out a reminder to change the password. Since IT could not send out a notice, the Department of Public Works will send an email to all Board members to remind them to update their passwords. The expiration date for passwords is December 3, 2019. In mid-November, Ray Clarke will email the Board to update their passwords.
- b. At 1:00 pm, the Public Works Advisory Board started their meeting by reviewing the meeting minutes of August 7, 2019. The Board noted comments on the meeting minutes and then voted 4-0 to adopt the meeting minutes.
- c. The Board reviewed MDE's letter related to the Town of Trappe discharge permit for the proposed wastewater treatment plant for the Trappe East development which required the County or any other entity request a public hearing by September 19, 2019 with written comments to be forwarded to MDE by September 30, 2019. During the discussions, the Board put forth a motion to present to the County Council that the County request a public hearing for the discharge permit with the developer presenting the project and outlining the timing and schedule, MDE review the permit decision making process for the setting the permit standards, and MDE review the consistency of the proposed wastewater treatment plant project with the

Talbot County Comprehensive Water and Sewer Plan. The motion was introduced and seconded with the Board voting 4-0 in favor of the motion.

- 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. Bill Anderson thanked the County staff for the tour of the Region II Wastewater Treatment Plant on August 27, 2019 with representatives from Shore Rivers.
- g. The Board reviewed the impacts of the proposed Bay bridge crossing through Talbot County. The Board noted the impacts to existing infrastructure and the environment. Ray noted that representatives from the Department of Public Works will attend the October 3, 2019 public presentation by SHA at the Talbot County Community Center.
- h. Ray provided the Board with an update on the proposed code for illicit connections. Based on discussions with the Office of Law, the County can proceed with a policy instead of adopting legislation. The Board requested that they be kept informed of future actions. *In discussing the policy with the Office of Law, it appears that the County will need to proceed with a code instead of a policy due to the impacting the properties within the Town of St. Michaels.*
- i. There were no official reports from the subcommittees.

OPEN DISCUSSION

PWAB Meeting adjourned at approximately 2:45 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.