

**CARROLL COUNTY DEPARTMENT OF PUBLIC WORKS**  
**MINUTES OF UTILITIES ADVISORY COUNCIL**  
**June 18, 2015**  
**Carroll County Government Office Building**  
**225 N. Center Street, Rm. 007**  
**Westminster Maryland 21157-5194**  
**7 pm.**

Attendees: *Council*: Michael Wilmore, Chair; Kevin Hann, Steve Miller and Ellen Dix

Absent: Jeffrey Topper

*County Staff*: Jeff Castonguay, Wanda Brandenburg

Meeting opened by Mr. Castonguay.

### **Reports**

**Minutes from meeting of 2/26/15:** Minutes from February 26, 2015 were presented at the meeting. The Council, on motion of Mr. Wilmore, seconded by Mr. Hann, and carried; (Mrs. Dix & Mr. Miller voted “Aye”) approved the minutes of the 2/26/15 meeting.

### **Council members’ status:**

- a. **Freedom Area business community:** Update 6/18/15 – Mrs. Dix is planning to bring this up at the Freedom Area Citizens Council meeting on June 25<sup>th</sup>. Delegate Krebs and Commissioner Wantz are to be in attendance at the meeting. Both Mr. Miller and Mrs. Dix are on their first term as UAC members and could be reassigned. Terms for Mr. Hann & Mr. Wilmore will end in 2016.
- b. **Bark Hill/Pleasant Valley/A** representative is still needed.

### **OLD BUSINESS**

- I. **Bramble Hills service area and well:** Updated 6/18/15: – The 2014 Consumer Confidence Report (CCR) was mailed out by the County on June 15. This action brings closure to the Bramble Hill project.
- II. **Fat, Oil, Grease (F.O.G.) information:** Updated 6/15/15 – F.O.G and Wipes in the Pipes Rack cards were given to each council member. Cards have been placed at various locations throughout the water/sewer service areas and on the UAC and Utilities website. The North Carroll Senior Center requested an electronic copy to put in their newsletter. Council members gave suggestions for contacting other agencies to promote the cards for public awareness. Recognition information on the F.O.G. card for the City of Baltimore needs to be added since they permitted us to use their flyer as a template to create our cards. Wanda will meet with the County graphic designer to incorporate this into the card.
- III. **Community Investment Plan (CIP) Budgets:** Updated 6/18/15 –
  - a. **Water and Sewer study** – The team met with GMB to assist with the scope of the project. They are working on reviewing previous studies and with the Planning Department to further define area of greatest concern. The Asset Management system CityWorks/Innovyze and EA Engineering are the Consultants. We anticipate the program to be up and running in 6 to 8 months.

- b. **Freedom WWTP ENR upgrade project** – Construction is underway. The ENR tank foundation system is moving forward and on schedule to meet the January 2017 MDE ENR requirements.
- c. **Hampstead WWTP ENR upgrade project** –The 75% design plans were received. There was only one major issue brought up in the TRC Meeting and that being the dam breach requirements from the pond within Robert’s Field with regards to new structures and additions within the possible flood area. GMB is looking into the calculations for the dam breach area to calculate any storage within the stream that would lessen the impact to the plant design.
- d. **Houcksville Road/Lower Beckleysville Road Line update** – This project is on hold awaiting additional easement negotiations along with access permit from SHA for geotechnical borings for Route 88. Ninety percent of flows go through Shiloh pump station then to Route 30 and through Robert’s Field subdivision. Negotiations are still under way with Mr. Cole to go through his farm in order for the new line to remain gravity from Rte. 30 to Rte. 88 to back of plant.
- e. **Westminster Septage Facility upgrade project** – Project planning has slowed down waiting for Westminster ENR plans to catch up to our project. We should see updates within the next month or so. The Septage portion is almost complete. Electrical design work needs to be completed.
- f. **Pleasant Valley Water System project upgrade** – This project is 95% complete. The nitrates are currently testing higher than when the main well first went on-line, so now both the Fire Station well and main well will receive nitrate removal. The nitrate filtration system is in place awaiting control hook-up and back-up generator.
- g. **Hampstead (MD 30) Streetscape project** – The final plan review meeting is scheduled for July. SHA is not following County or Town’s concerns with stormwater plans or ongoing maintenance in the future. McCormick Taylor and the State Highway have made design changes creating challenges. Water and sewer line work is to be complete before SHA starts their work.
- h. **Sykesville (MD 851) Streetscape Project** – Underground water flow study was delayed until the second week in June. The study is to be conducted over the next year and will determine how much water is coming in and the directional flow of the water. Some sink holes have developed. No Memorandum of Understanding (MOU) has been developed between SHA and the Town of Sykesville as of yet.
- i. **Asset Management System project** – EA was the winning bid with the Cityworks/Innovyze system. The official kick off will be the second week of July. Awaiting final contracts and team schedules to align. The system will be able to track anywhere from 1, 5, 10, to +25 years out for future forecasting, cost of all projects and does a modeling of the system. Will also show heat maps of problem areas based on information provided for water leaks, sewer backups, etc.
- j. **Relief Sewer 2, 4 & 6** – The 1998 Black & Veatch study indicated we would be over 100% flow capacity. We are currently less than 50% due to flow capacity decreasing per household. We will save \$200K+ by lining the pipes in relief sewer 2 and 4. Relief Sewer 2 it was determined that flows were less than 50% and only lining of the system will be needed. Relief Sewer 4 it was determined that flows were below 50% but due to high I&I along with a belly or two in the pipe, some removal and replacement will be needed prior to lining. Relief Sewer 6 would run through Mr. Fleming’s property on Rt. 32 from Springfield to Bartholow. The project is now on hold due to negotiations are at a standstill.

- k. **Water & Sewer Specs** – The County plans to hire an Engineer to help with the upgrade. County will do one quick upgrade and then a major overhaul where the Engineer will assist. We will use CDM Smith specs from Taneytown as a template for our new spec book.
- IV. **Fluoride Costs:** Updated 6/18/15 - The water plant Superintendent has drafted a letter for dental offices and in preparation for a public meeting to discuss the discontinuing of fluoride. He also is reaching out to the Board of Ed to discuss any concerns from their end. There won't be a significant savings in cost by omitting fluoride. The Hazmat hazard is the most important issue. Mrs. Dix had spoken to a dentist previously about this and fluoride is really only beneficial during the formative years in a child and has very little benefit beyond that.
- V. **Freedom WTP operations and staffing:** Updated 6/18/15 – A TOC meter was installed for both the raw water and after DAF system. Approval from the Chief of Staff for the addition of 1 staff member was approved. The salary will be 75%+ covered by the reduction in overtime at the facility.
- VI. **Warfield Development** –Updated 6/18/15 – Project has been in the works for 15 to 20 years. Finally an allocation has been agreed upon between agencies. Drafting of easements for the water, sewer & fiber installation is being worked on. The GMB sewer study determined that some of the old brick manholes were not addressed. Some sewer lines were relined and some were replaced. Recommendations will be received from GMB prior to the agreement being signed. Some type of compensation needs to be addressed so the County doesn't pay for any of the upgrades that may be required prior to taking over the system.
- VII. **Black Squiggly debris** – Updated 6/18/15 – Mrs. Dix was able to coordinate the flushing of two Homeland Condo fire hydrants with the assistance of the Sykesville Fire Company. Her concern is how to get them flushed when no one wants to do it. Water was full of mud and she asked when the last time was that they were flushed. The County flushes hydrants once per year. Jeff explained that this is a Risk Management issue because of not having any easement to go on private property.
- VIII. **Piney Run Reservoir** – Updated 6/18/15 –Mrs. Dix questioned why Piney Run was not considered as a main water source as opposed to a backup source? There have been many resident complaints regarding the cost of water bills. Jeff mentioned a 12 to 13% increase in raw water costs from the City of Baltimore each year now and for the foreseeable future. In 1921 the reservoir was turned over to the City of Baltimore. Prior allocation for Piney Run was taken away by MDE when the project of adding a treatment plant did not get off the ground. A new process for getting the allocation back would need to take place and residents may need to rally to the Commissioners to get this back on the table since it was the residents years ago who prevented the project from moving forward. A goal would be to use this as a backup source and send to Raincliffe for treatment.
- IX. **Water costs vs treatment costs & process costs** – Jeff presented a pie chart showing what percentages of costs go to raw water, Treatment & processing of the water. Percentages are: 57% for Process costs which includes pipe maintenance after leaving the plant; 32% for treatment costs (filtration at the plant) & 11% to the purchase of raw water.

## **NEW BUSINESS**

- I. **Rates** – No rate changes in the FY16 adopted budget. We were able to make a one-time cut of +\$200K from the operating budget, along with implementing other operational efficiencies which allowed rates not to increase.
- II. **Gaither Manor** – The Gaither Manor WWTP for the Schneider Apartments has aged and needs upgraded. The Schneider's do not want to operate the plant any longer. They are losing money in the apartments. The County can't get any more permits but the permit for

the Schneider's could be transferred if the County would decide to take over the system. The property is not in the priority service area at this time. We are currently looking into feasibility of operation and maintenance for the system on a more global platform to be able to service the surrounding area.

The next meeting is scheduled for August 27, 2015 at 7 pm in Room 003.

The meeting was adjourned.

*Cc: Council Members  
Jeffrey Topper, Deputy Director of Public Works  
Jeffrey Castonguay, Bureau Chief of Utilities  
Robert Burk, Comptroller  
Thomas S. Devilbiss, Deputy Director, Land Use, Planning & Development  
Robin Hooper, Budget Analyst, Department of Management & Budget  
Jenny Hobbs, Financial Analyst, Department of the Comptroller  
Ted Zaleski, Acting Chief of Staff, Board of County Commissioners  
Utilities Advisory Council File*

**Handouts:** Copy of 2-26-15 Minutes  
F.O.G. & Wipes card racks  
Pie chart showing water to customer cost breakdown

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