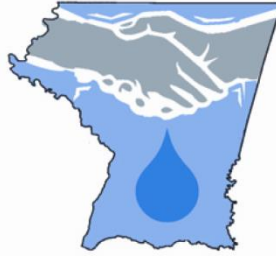


Carroll County Water Resource Coordination Council

Hampstead * Manchester * Mt. Airy * New Windsor
Carroll County Health Department



* Sykesville * Taneytown * Union Bridge * Westminster
Carroll County Government

WRCC Meeting Summary January 25, 2017

Attendees:

Frank Schaeffer	Dick Swanson	Brenda Dinne	Ric Buchanan
Donnie Nott	Jim Wieprecht	Glenn Edwards	Gary Dye
Michelle Wilder	Perry Jones	Gale Engles	Kelly Martin
Christy Collins	John Dick	Colleen Ensor	
Monika Weierbach	Tom Devilbiss	Joanna Reznik	

Opening Statement

The meeting was called to order by Frank Schaeffer at approximately 2:30 p.m. He noted that the Council had previously developed a list of future agenda items, and the next several meetings will focus on these items. A financing discussion will be held in February, a discussion of quarries as water supplies in March, and Hampstead will give a presentation in April on sharing information on water and sewer systems with town councils.

The December 21, 2016, meeting summary was approved as written on motion of Mayor Jones, seconded by Mr. Wieprecht, and carried.

2016-2017 WIP Two-Year Milestone Status Update Review & Approval – Brenda Dinne

Brenda Dinne explained that the Two-Year Milestone Status Update is due to the State on Friday. She noted that the draft document had been emailed to the Council along with the agenda. Ms. Dinne stated that she would need information from the City of Taneytown to complete the chart. There were no questions with regard to the document.

The Council, on motion of Mayor Jones, seconded by Mr. Swanson, and carried, approved the milestone update conditioned upon the addition of information from the City of Taneytown.

Stormwater Management Easement Enforcement – Tom Devilbiss & Gale Engles

Gale Engles explained that several towns have or are interested in transferring stormwater management easements to the County. Easements are required for each stormwater management BMP, including drywells, which give the Town authority to inspect and enforce. In 2006 the County entered into an agreement with the Town of Hampstead to have all stormwater management easements conveyed to the Commissioners of Carroll County. When this was decided, it was not vetted through the County Attorney or the Board of County Commissioners.

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In 2016, John Maguire, representing the Town of Manchester, requested that the County consider a similar arrangement with the Town of Manchester. After discussions with the County Attorney and staff, it was determined that it would not be in the best interest of the County to own municipal easements. Ms. Engles explained that as written today, the easement allows the municipalities to delegate inspection authority to the County. The County does not want the responsibility of handling an enforcement action beyond the “Notice of Violation”. Once it reaches that point, the municipalities should take over. Ms. Engles asked that each municipality review the language associated with their adoption of the Stormwater Management Ordinance and provide a copy of the information to the County. A Memorandum of Understanding (MOU) is being drafted by staff for review by the County Attorney’s Office relating to how inspection and enforcement issues will be handled. Once the draft MOU is complete, it will be forwarded to the municipalities for review and discussion at the February WRCC meeting.

Green Streets, Green Jobs, Green Towns – Chesapeake Bay Trust Grant Program – Colleen Ensor

Colleen Ensor reviewed details of a grant opportunity entitled Chesapeake Bay Green Streets, Green Jobs, Green Towns funded by the Chesapeake Bay Trust, Environmental Protection Agency, and City of Baltimore Office of Sustainability, with support from the Department of Natural Resources. The purpose of the program is to support the design of projects, develop financing strategies, and implement green street projects. Goals of the program are to reduce stormwater runoff, increase the number and amount of green spaces in urban areas, and improve the health of local streams and the Chesapeake Bay. Ms. Ensor invited anyone interested in possibly pursuing the grant opportunity to contact her for assistance in preparing the application. The grant application deadline is March 17, 2017.

Invitation to Participate – Utilities Advisory Council – Frank Schaeffer

Frank Schaeffer noted that Steve Miller had previously talked to the WRCC about each municipality being represented on the County’s Utilities Advisory Council (UAC). Mr. Schaeffer asked Gary Dye, Chief, Bureau of Utilities, to provide additional information.

Mr. Dye indicated that the UAC currently consists of four members, one of whom is Steve Miller, Town of Manchester. The UAC looks at water and sewer areas in Sykesville/Freedom, Hampstead, and several smaller systems. Mr. Dye explained that the idea of expanding the UAC to include the municipalities is to allow for better cost-savings through sharing of advice, contracts, contractors, etc. Kelly Martin will forward the website address to the Council members which will provide additional details regarding the UAC, including meeting schedule, agendas, minutes, etc.

Update on Municipal Projects – Gale Engles

Gale Engles provided an update on the municipal restoration projects; a copy of that report is attached to this meeting summary. Ms. Engles noted that two street sweepers have preliminarily been requested as part of a grant application. If the application moves forward, the County will need information from the towns with regard to which streets will initially be submitted as part of the cleaning route. The use of the street sweepers will give the County impervious area treatment credits. Maintenance costs are estimated to be \$20,000 per year.

Other

Gale Engles asked whether the Council wished to reschedule the field visit that was cancelled in November. It was the consensus of the Council to reschedule the field trip in May.

Brenda Dinne reviewed HB 228, Water Service – Shutoff Notice Disclosures and Vulnerable Population Protection. This bill did not make it out of Committee last year, but there have been some minor modifications made. Ms. Dinne indicated she would send a link to the Bill's information via email.

Frank Schaeffer questioned whether a letter was sent from the WRCC last year in opposition of this bill. He also asked whether the Maryland Municipal League (MML) will be sending a letter.

Mayor Jones indicated he would ask about a letter at the next MML Board meeting.

Adjournment

The meeting adjourned at approximately 3:35 p.m. The next meeting is scheduled for February 22 at 2:30 p.m. in Room 105 of the County Office Building.

TOWN PROJECT STATUS January 24, 2017

FUTURE PROJECTS:

New Windsor (Former Waste Water Treatment Plant location) –BRM is awaiting SHAs design of the Main Street Revitalization project and completion of other Town projects prior to moving forward with design of this project.

Union Bridge Project (DNR Grant Funds \$250,000.00) – A Town Council meeting was held January 19th to discuss the Town moving forward with removal of the planned major street from the Master Plan currently shown running through a 55.8 acre property owned by the Kilfadda Corporation. The council voted to pursue moving forward with this action. An appraisal of a 2 acre portion of this property where the SWM facility would be constructed is scheduled with Bitzel. Upon receipt of the appraisal, a meeting will be scheduled with the property owner, Town, and BRM to discuss how to proceed.

DESIGN STAGE:

RFP:

Robert's Mill (DNR Grant Funds \$1,000,000 and CBT Grant \$75,000) – Proposal were received for engineering and the low bid was CLSI at \$136,000. The kick off meeting was held Jan. 24th with CLSI and BRM to discuss the project. This project will be submitted for the MDE Bay Restoration Fund Grant (shovel ready in FY 2019) requesting \$1,108,313.00 in grant funding.

Twin Ridge (Mt. Airy – Frederick County Side) – The low bid for engineering was CLSI and the proposal was forwarded to the Town for their approval in October. This proposal will be presented to the Town Council during their January meeting and we will be notified after the meeting on how to proceed.

CONCEPTUAL:

Blue Ridge Manor (New Windsor) (DNR Grant Funds \$250,000.00) – Revised concept plans were submitted on Jan. 17th by CLSI. BRM will also need an approval letter relating to forestry, sediment control, and State/Federal Permits for this project. A meeting will be held with the surrounding property owners during the Town Council meeting on March 20th where BRM staff will be discussing the project.

Merridale Gardens/Senior Center (Mt. Airy) (DNR Grant Funds \$425,000.00) – CLSI is working on comments from BRM relating to SWM. Upon resubmission of the plans, they will be sent to the SCD and Town for their approval. BRM will need to acquire an off-site easement below the facility, State and Federal Permits, and forest conservation exemption.

Shannon Run/Hawk Ridge Estates (Town of Sykesville) (DNR Grant Funds \$600,000.00) – Revised plans were submitted to BRM Jan. 17th. Copies will be sent to Soil Conservation and the Town for their review. This project will be submitted to MDE for possible funding through their Bay Restoration Fund Grant (shovel ready in FY 2019) requesting \$655,813.00) and to SHA in 2017 for possible TAP funding.

Whispering Valley (Manchester) (DNR Grant Funds \$375,000.00) – A change order (\$9,865.00) was executed with CLSI to change the scope of the design because SHA is no longer participating in the project. After speaking with the property owners, the facility will be redesigned as two (2) smaller facilities to attempt to reduce the amount of property used for the retrofit.

Willow Ponds – After the drainage area was analyzed it was determined that the work completed to date in the watershed has treated the 10 year storm; therefore, the size of the proposed facility will decrease. Upon receipt of the revised plans, a meeting will be scheduled with the surrounding property owners to discuss the project. A Letter of Intent was sent to DNR requesting to submit a formal application for the Chesapeake and Atlantic Coastal Bays Trust Fund Grant in the amount of (\$1,900,000) and we will be applying for the MDE – Bay Restoration Fund Grant (shovel ready in FY 2019) requesting \$1,787,516.00 in grant funding.

PRELIMINARY:

FINAL:

Langdon Property (City of Westminster) (DNR Grant Funds \$900,000.00 and SHA-TAP Funds \$980,000.00) – BRM needs to schedule a kickoff meeting with SHA. A few comments relating to SWM have been forwarded to CLSI and the plans will include resurfacing Westminster Avenue. Excess materials will be hauled to the Carroll County Maintenance Center Fill Site which needs to be approved by SWM and a Forest Conservation (Ag Exemption) will need to be recorded prior to the grading permit being issued.

Manchester Skate Park (Town of Manchester) (SHA-TAP Funds \$756,023.00) – SHA has approved the revised plans submitted in November. Sediment control and forest conservation have been approved on the Christmas Tree Park site to dispose of the excess fill from this site. SWM has an issue with the location of the SWM facility for the new Town Hall and the fill. We are anticipating a spring 2017 construction date. We are anticipating the MOU from SHA any day.

CONSTRUCTION STAGE:

READY FOR CONSTRUCTION:

Small Crossings/Savannah Estates (Hampstead) (DNR Grant Funds \$300,000.00) – BRM has approved the stormwater management plans. The Town had no comments on the revised plans. BRM needs an exemption request submitted for forest conservation. A site is needed for the excess fill (12,700 cu. yds.). BGE has submitted a proposal for relocation of service \$32,661.00 and Verizon still has not sent us a proposal. Construction bids are due today. The plat for the retrofit was prepared by the County and is being circulated for signatures. Once the plat is finalized, it will be sent to the Town for them to attach to the deeds which they will be preparing for transfer of the parcels.

TREE PLANTING PROJECTS:

PLANTING PHASE:

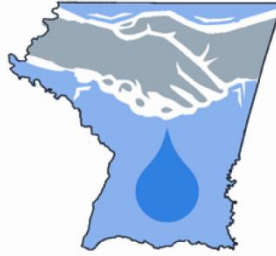
Municipal Tree Planting (Carroll County Tree Planting Phase III) – All tree plantings have been completed and are now in the three (3) year maintenance phase. Maintenance costs for the fall of 2016 and 2017 will be covered by County funds. Once the contractor is relieved of their responsibility, the municipalities will be responsible for maintenance.

City of Westminster – Trees were planted on 7.68 acres owned by the City of Westminster in November 2015. The County will fund the three (3) year maintenance ending in the fall of 2018 for \$13,866.30. Upon completion of the contractor's obligation, the City will be responsible for maintenance of the planting.

Town of New Windsor – Trees were planted on 2.2 acres owned by the Town of New Windsor in November 2015. The County will fund the three (3) year maintenance ending in the fall of 2018 for \$7,618.70. Upon completion of the contractor's obligation, the Town will be responsible for maintenance of the planting.

Carroll County Water Resource Coordination Council

Hampstead * Manchester * Mt. Airy * New Windsor
Carroll County Health Department



* Sykesville * Taneytown * Union Bridge * Westminster
Carroll County Government

WRCC Meeting Summary February 22, 2017

Attendees:

Frank Schaeffer	Donna Alban	Bruce Rupp	Janet O'Meara
Steve Miller	Dawn Ashbacher	Tom Devilbiss	Joanna Reznik
Kelly Baldwin	Jim Wieprecht	Brenda Dinne	Gary Dye
Christy Collins	Perry Jones	Glenn Edwards	Gregory Lotz
Monika Weierbach	Dawn Metcalf	Gale Engles	Stephanie Krome
Dick Swanson	John Dick	Sean Hartman	Kelly Martin

Opening Statement

The meeting was called to order by Frank Schaeffer at approximately 2:30 p.m. Because of the guest speaker and the additional attendees, Mr. Schaeffer asked that everyone introduce themselves.

Steve Miller noted that the Utilities Advisory Council will be meeting on Thursday at 7:00 p.m., and he invited municipal department of public works staff to attend.

The January 25, 2017, meeting summary was approved as written on motion of Mayor Jones, seconded by Mr. Swanson, and carried.

Legislative Update – Brenda Dinne

Brenda Dinne distributed a handout summarizing the status of proposed environmental legislation. She explained that SB314/HB417, Clean Water Commerce Act of 2017, authorizes funds from the Bay Restoration Fund to be used for the costs associated with the purchase of specified nutrient credits; a hearing on the house bill was scheduled for today. Ms. Dinne reviewed SB343/HB384, Bay Restoration Fund – Eligible Costs – Expansion, which alters the definition of “eligible costs” as it relates to projects that receive funding from the Bay Restoration Fund to include any wastewater facility upgrade to enhanced nutrient removal. She noted that hearings were held, but no action was taken by either committee on SB546/HB228, Environment – Water Service – Shutoff Notice Disclosures and Vulnerable Population Protection. Ms. Dinne explained that SB1040, Environment – Water and Sewer Plan Approval, reduces the number of days from 90 to 60 that the Department of the Environment has to take specified actions on a proposed county plan or a proposed revision or amendment. Finally, she noted that a hearing on HB918, Environment – Water Services – Water Affordability Program,

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was scheduled for Friday. The Bill requires a provider of specified types of water services to establish a specified water affordability program.

Update on Municipal Projects – Gale Engles

Gale Engles provided an update on the municipal restoration projects; a copy of that report is attached to this meeting summary.

Janet O’Meara reviewed a grant opportunity from the U.S. Forest Service looking for municipalities to plant trees. The application deadline is January 2018, and the municipality must own the land and participate in the project cost.

Ms. O’Meara noted that Chesapeake Bay Awareness Week is the second week in June. Colleen Ensor will be coordinating a public event to educate people on stormwater projects. Gale Engles noted that the WRCC tour of projects will be combined with this public outreach event.

Ms. Engles noted staff has received interest from 87 property owners with regard to tree plantings in the Prettyboy and Liberty watersheds. She asked that any municipalities that may have areas along streams that need buffer plantings should contact staff. The Department of Natural Resources has grants available to help with the plantings, and the County would receive impervious area treatment credits.

Environmental Finance Center Network – Glenn Barnes

Tom Devilbiss introduced Glenn Barnes, Associate Director, Environmental Finance Center (EFC), University of North Carolina at Chapel Hill.

Mr. Barnes provided contact information as follows:

glennbarnes@sog.unc.edu
EFCNetwork.org
919-962-2789

Mr. Barnes asked the municipalities to describe in brief detail their current water systems. Most of the responses included concern for the aging infrastructure and limited resources. Mr. Barnes explained the EFC and some of the services that are available including free training and technical support for operators of water systems serving less than 10,000 users. Mr. Barnes explained that if the operator is hoping to recoup all cost with their rate schedule, the following must be considered: operation and maintenance expenditures, taxes and accounting costs, contingencies for emergencies, principal and interest on long-term debt, reserves for capital improvement, and source water protection. He noted that grants should not be considered sustainable finance.

Mr. Devilbiss questioned whether water usage was stagnating nationwide.

Mr. Barnes explained that the per capita water usage has been dropping over the last 40 years. Some of that has to do with more energy efficient equipment, including toilets that only use one gallon to flush and low water usage washing machines, etc. He noted that people also change the way they use water during drought situations and often don’t return to their former habits. Mr.

Barnes noted that the cost of running the water system does not go down for less water usage. He provided several examples of rate structures used across the country, discussing the advantages and disadvantages of fixed rate structures, structures based on use, commercial users vs. residential users, higher rates for users outside of town limits, consumption allowance with base charges, etc. Mr. Barnes suggested that rates be adjusted every year for inflation, so a system does not fall behind. He cautioned that towns should avoid maintaining low rates at the expense of the utility's financial health which could result in a sudden, massive rate increase in the future or to failing systems and endangering public health.

Mr. Barnes reviewed some available tools and resources from the webpage and noted that each municipality would be eligible for 20 hours of free assistance. He suggested that representatives take advantage of a free workshop scheduled for March 30 in Easton, Maryland, to discuss rates and finance for small water systems.

Mr. Barnes also highlighted a sister program at the University of Maryland focusing on stormwater programs. He suggested that the towns look into the opportunities for assistance offered by that program.

Other

Sean Hartman indicated he would provide the Council with an update on the status of groundwater at the March meeting. Carroll is currently in a minor drought, five inches behind in precipitation for the last six months.

Adjournment

The meeting adjourned at approximately 4:10 p.m. The next meeting is scheduled for March 22 at 2:30 p.m. in Room 105 of the County Office Building.

TOWN PROJECT STATUS February 22, 2017

FUTURE PROJECTS:

New Windsor (Former Waste Water Treatment Plant location) –BRM is awaiting SHAs design of the Main Street Revitalization project and completion of other Town projects prior to moving forward with design of this project.

Union Bridge Project (DNR Grant Funds \$250,000.00) – An appraisal of a 2 acre portion of this property where the SWM facility would be constructed has been performed and we are awaiting the results. Upon receipt of the appraisal, a meeting will be scheduled with the property owner, Town, and BRM to discuss how to proceed.

DESIGN STAGE:

RFP:

CONCEPTUAL:

Blue Ridge Manor (New Windsor) (DNR Grant Funds \$250,000.00) – SWM comments were sent to CLSI and we anticipate revised plan by March 15th. BRM will also need an approval letter relating to forestry, sediment control, and State/Federal Permits for this project. A meeting will be held with the surrounding property owners during the Town Council meeting on March 20th where BRM staff will be discussing the project.

Robert's Mill (DNR Grant Funds \$1,000,000 and CBT Grant \$75,000) – Proposal were received for engineering and the low bid was CLSI at \$136,000. Concept plans will be submitted by CLSI around the 20th of March. This project will be submitted for the MDE Bay Restoration Fund Grant (shovel ready in FY 2019) requesting \$1,108,313.00 in grant funding.

Shannon Run/Hawk Ridge Estates (Town of Sykesville) (DNR Grant Funds \$600,000.00) – Revised plans will be submitted by March 1st and should be ready for conceptual plan approval. This project will be submitted to MDE for possible funding through their Bay Restoration Fund Grant (shovel ready in FY 2019) requesting \$655,813.00) and to SHA in 2017 for possible TAP funding.

Twin Ridge (Mt. Airy – Frederick County Side) – Engineering contract was signed by the Town with CLSI and we anticipate the concept plans to be submitted mid-April. The dam will be relocated off the street and there will be no State or Federal Permits required for this project.

Whispering Valley (Manchester) (DNR Grant Funds \$375,000.00) – A change order (\$9,865.00) was executed with CLSI to change the scope of the design because SHA is no longer participating in the project. We anticipate plans being submitted by May 15th. After speaking with the property owners, the facility will be redesigned as two (2) smaller facilities to attempt to reduce the amount of property used for the retrofit.

PRELIMINARY:

Merridale Gardens/Senior Center (Mt. Airy) (DNR Grant Funds \$425,000.00) – SWM concept plan approval was issued and the preliminary plans should be submitted by the middle of March. The existing sewer line will be replaced as part of the project. BRM will begin working on acquiring an off-site easement below the facility. SCD, State and Federal Permits, forest conservation exemption, and Town approval will be required on the preliminary plan.

Willow Ponds – SWM issued conceptual plan approval and a meeting has been scheduled with the surrounding property owners on February 28th. The currently impervious acreage treatment on this project is 117 acres. A Letter of Intent was sent to DNR requesting to submit a formal application for the Chesapeake and Atlantic Coastal Bays Trust Fund Grant in the amount of (\$1,900,000) and we will be applying for the MDE – Bay Restoration Fund Grant (shovel ready in FY 2019) requesting \$1,787,516.00 in grant funding.

FINAL:

Langdon Property (City of Westminster) (DNR Grant Funds \$900,000.00 and SHA-TAP Funds \$980,000.00) – Kick off meeting has been held with SHA for the project and we anticipate the final bid package being submitted for review by mid-March. An MOU will need to be executed between the County and SHA prior to SHA's approval to bid being issued. Excess materials will be hauled to the Carroll County Maintenance Center Fill Site which needs to be approved by SWM and a Forest Conservation (Ag Exemption) will need to be recorded prior to the grading permit being issued.

Manchester Skate Park (Town of Manchester) (SHA-TAP Funds \$756,023.00) – SHA has approved the revised plans submitted in November. Sediment control and forest conservation have been approved on the Christmas Tree Park site to dispose of the excess fill from this site. SWM has an issue with the location of the SWM facility for the new Town Hall and the fill. We are anticipating a summer of 2017 construction date. We are anticipating the MOU from SHA any day.

CONSTRUCTION STAGE:

READY FOR CONSTRUCTION:

Small Crossings/Savannah Estates (Hampstead) (DNR Grant Funds \$300,000.00) – The construction contract was awarded to T. B. & H. for \$329,510.00 and we anticipate work starting in April/May. A site is needed for the excess fill (12,700 cu. yds.). Contracts have been entered into with BGE and Verizon for work that they need to do in relation to this project. The Town will need to relocate a water line as well. Property transfer will occur once the deeds have been prepared; plats have been sent to the Town.

TREE PLANTING PROJECTS:

PLANTING PHASE:

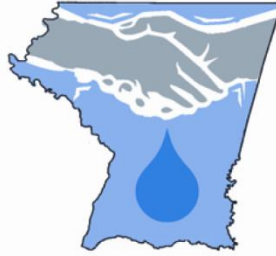
Municipal Tree Planting (Carroll County Tree Planting Phase III) – All tree plantings have been completed and are now in the three (3) year maintenance phase. Maintenance costs for the fall of 2016 and 2017 will be covered by County funds. Once the contractor is relieved of their responsibility, the municipalities will be responsible for maintenance.

City of Westminster – Trees were planted on 7.68 acres owned by the City of Westminster in November 2015. The County will fund the three (3) year maintenance ending in the fall of 2018 for \$13,866.30. Upon completion of the contractor's obligation, the City will be responsible for maintenance of the planting.

Town of New Windsor – Trees were planted on 2.2 acres owned by the Town of New Windsor in November 2015. The County will fund the three (3) year maintenance ending in the fall of 2018 for \$7,618.70. Upon completion of the contractor's obligation, the Town will be responsible for maintenance of the planting.

Carroll County Water Resource Coordination Council

Hampstead * Manchester * Mt. Airy * New Windsor
Carroll County Health Department



* Sykesville * Taneytown * Union Bridge * Westminster
Carroll County Government

WRCC Meeting Summary March 22, 2017

Attendees:

Frank Schaeffer	Jim Wieprecht	Brenda Dinne	Janet O'Meara
Steve Miller	Perry Jones	Glenn Edwards	Joanna Reznik
Monika Weierbach	Richard Brace	Colleen Ensor	Andrea Gerhard
Dick Swanson	Matt Shipley	Sean Hartman	Kelly Martin
Dawn Ashbacher	Tom Devilbiss	Byron Madigan	

Opening Statement

The meeting was called to order by Frank Schaeffer at approximately 2:30 p.m.

Steve Miller commended County staff and the Environmental Advisory Council on the Stormwater Workshop held on March 18. The event was very well organized, full of useful information, and well advertised.

The February 22, 2017, meeting summary was approved as written on motion of Mr. Wieprecht, seconded by Mr. Miller, and carried.

Legislative Update – Brenda Dinne

Brenda Dinne distributed a handout summarizing the status of proposed environmental legislation. She noted that the deadline for bills to cross over was March 20. Ms. Dinne explained that SB218/HB511, Public Utilities, Water Companies and Sewage Disposal Companies – Rate Cases and Proceedings, continues to move forward pending hearings in opposite chambers. SB314/HB417, Clean Water Commerce Act of 2017, did pass both houses with amendments; one of the amendments restricts the use of funds from purchasing credits from the agricultural sector. Ms. Dinne noted that SB343/HB384, Bay Restoration Fund – Eligible Costs – Expansion, passed both houses with hearings pending in opposite chambers. She noted that HB453, Tax Sales – Water Liens – Moratorium, passed in the House but is primarily geared toward Baltimore City. Ms. Dinne explained that SB546/HB228, Environment – Water Service – Shutoff Notice Disclosures and Vulnerable Population Protection, did not come out of committee, so it should be dead. She noted that HB918, Environment – Water Services – Water Affordability Program, should be dead after an unfavorable report. Ms. Dinne explained that SB1040, Environment – Water and Sewer Plan Approval, passed the Senate with amendments.

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Finally, SB1190, Bay Restoration Fund – Upgraded Municipal Wastewater Facilities – Grants, which authorizes MDE to use specified funds from the Bay Restoration Fund to provide grants to a municipality that upgraded a municipal wastewater facility to enhanced nutrient removal before July 1, 2013, was introduced since the last meeting; it is still pending hearing in the original chamber. The legislative session ends April 10.

Groundwater Status Update – Sean Hartman

Sean Hartman, Hydrogeologist, reviewed charts detailing precipitation amounts over the last twelve months versus average precipitation. He noted that the County is .8 inches behind in precipitation in the last 30 days; 2.8 inches behind in 90 days; and 5.6 inches behind in the last 180 days. Mr. Hartman indicated that 90 percent of the 48 bi-weekly monitoring wells are below average levels for March. Maryland Department of the Environment (MDE) has issued a drought warning for the County, asking public water suppliers to take actions to implement water conservation measures, request active conservation measures, increase public awareness, contact industrial users to reduce water usage, discontinue flushing of water lines, etc. Mr. Hartman reviewed charts detailing well levels for several of the monitoring wells throughout the County for the month of March from the late 1990's to present. Overall, the wells are showing levels that are lower than the expected averages. He noted that the County has gone through the normal recharge months without getting any recharge. Mr. Hartman indicated he would continue to monitor the situation and provide updates at future meetings.

Tom Devilbiss noted that he is the Official Drought Coordinator for Carroll County through MDE. He distributed copies of a Joint County/Municipal Voluntary Water Conservation Resolution that was adopted in 2008. The Resolution calls for voluntary water conservation from April 1 to October 1 each year. Mr. Devilbiss suggested that staff may want to make their Mayors and Councils aware of the drought designation.

Dawn Ashbacher, Town of Sykesville, asked if there were bullet points the County could provide to the municipalities so that a consistent message is delivered to the citizens of the County.

Mr. Hartman indicated he would develop a draft statement to send to the municipalities along with copies of the PowerPoint presentation.

Mr. Devilbiss noted that the Town of Sykesville receives water from reservoirs which are in a Watch phase as opposed to the Warning for groundwater supplies.

MS4 Property Management: BMP Guidance and Reporting – Glenn Edwards

Glenn Edwards, NPDES Compliance Specialist, distributed binders to each of the municipalities. The binders were prepared to assist the municipalities in meeting the requirements of the County's NPDES permit regarding MS4 property management. He reviewed the contents, including: the MS4 Pollution Prevention Maintenance BMP Guidance Manual, the IDDE Manual, training materials, inspection/evaluation forms, reporting documentation, copy of the MS4 Permit, and laminated BMP posters.

Proposed Code Changes, Chapter 151 Stormwater Management – Martin Covington

Martin Covington, Stormwater Program Engineer, explained that the County is in the process of updating Chapter 151 Stormwater Management to address mostly minor changes recommended by MDE from the County's last audit. Proposed changes include: updates to the Carroll County Stormwater Management Supplement added by reference, corrections to several definitions, language to codify the policy regarding buy-in to regional facilities, changes to make public and private systems follow the same regulations, revisions to the penalty section, and several other clarifications. The County Attorney's Office has reviewed the changes which are now under review by MDE. Once MDE has completed their review, staff will brief the Board of County Commissioners and request a public hearing. Once the public hearing has been scheduled, the proposed amendments, along with the hearing information, will be forwarded to the towns.

Update on Municipal Projects – Janet O'Meara

Janet O'Meara provided an update on the municipal restoration projects; a copy of that report is attached to this meeting summary.

Other

Steve Miller questioned whether the WRCC should develop a statement on Water Conservation to take to the Board of County Commissioners.

Frank Schaeffer suggested that each town manager review the drought information with their Mayors and Councils, with a follow-up discussion by the WRCC in April.

Tom Devilbiss reported that the court case regarding the County's litigation on the NPDES Permit with MDE was held on March 9. Judge Stansfield heard the case which was oral arguments only. A decision is not expected until sometime this summer.

Adjournment

The meeting adjourned at approximately 4:00 p.m. The next meeting is scheduled for April 26 at 2:30 p.m. in Room 105 of the County Office Building.

**TOWN
PROJECT STATUS
March 22, 2017**

FUTURE PROJECTS:

New Windsor (Former Waste Water Treatment Plant location) – BRM is awaiting SHAs design of the Main Street Revitalization project and completion of other Town projects prior to moving forward with design of this project.

Union Bridge Project (DNR Grant Funds \$250,000.00) – We received the appraisal from Bitzel for the 2 acre parcel that will be needed for the construction of the facility; \$9,000.00. We are in the process of attempting to contact Mr. Bucky to schedule a meeting with him to discuss.

DESIGN STAGE:

RFP:

CONCEPTUAL:

Blue Ridge Manor (New Windsor) (DNR Grant Funds \$250,000.00) – Revised plans are due from CLSI the week of March 27th. We have requested that CLSI provide us with proposal for filling the lagoon at the New Windsor WWTP; the area in which the excess material will be disposed of. BRM will also need an approval letter from the Town, forestry, and sediment control. Application will be made for State/Federal Permits for this project on the end of March. A meeting will be held March 20th with the Town Council to discuss the project. Surrounding property owners were also invited; however, no one attended.

Robert's Mill (DNR Grant Funds \$1,000,000 and CBT Grant \$75,000) – Concept plans will be submitted by CLSI the week of March 27th. This project was submitted for the MDE Bay Restoration Fund Grant (shovel ready in FY 2019) requesting \$1,108,313.00 in grant funding.

Twin Ridge (Mt. Airy – Frederick County Side) – A rough concept plan was submitted by CLSI and forwarded to MDE, Dam Safety for a cursory review. We do not anticipate a response from MDE until early April. The dam will be relocated off the street and there will be no State or Federal Permits required for this project. The concept plans are due in mid-April.

Whispering Valley (Manchester) (DNR Grant Funds \$375,000.00) – CLSI will be submitting conceptual plans in early May. The design of this project has been changed to two (2) facilities versus one (1).

PRELIMINARY:

Merridale Gardens/Senior Center (Mt. Airy) (DNR Grant Funds \$425,000.00) – SWM concept plan approval was issued and the preliminary plans should be submitted by April 7th. The existing sewer line will be replaced as part of the project. BRM will begin working on acquiring an off-site easement below the facility. SCD, State and Federal Permits, forest conservation exemption, and Town approval will be required on the preliminary plan.

Shannon Run/Hawk Ridge Estates (Town of Sykesville) (DNR Grant Funds \$600,000.00) – Concept plans were approved by SWM and preliminary plan review was completed by staff with numerous comments. SCD has a few sediment control comments on the preliminary submission. Application for State and Federal Permit will be made in April for this project. We will also need approvals from SCD, forestry exemption, and the Town. This project will be submitted to MDE for possible funding through their Bay Restoration Fund Grant (shovel ready in FY 2019) requesting \$655,813.00.

Willow Ponds – SWM issued conceptual plan approval. Several surrounding property owners attended the community meeting on February 28th. The current impervious acreage treatment on this project is 117 acres. Approvals will be required from SCD, forest conservation, and the City. A Letter of Intent was sent to DNR requesting to submit a formal application for the Chesapeake and Atlantic Coastal Bays Trust Fund Grant in the amount of (\$1,900,000) and we will be applying for the MDE – Bay Restoration Fund Grant (shovel ready in FY 2019) requesting \$1,787,516.00 in grant funding.

FINAL:

Langdon Property (City of Westminster) (DNR Grant Funds \$900,000.00 and SHA-TAP Funds \$980,000.00) – Kick off meeting has been held with SHA for the project and we anticipate the final bid package being submitted for review by the end of April. The draft MOU has been submitted to the Bureau for review. Excess materials will be hauled to the New Windsor WWTP.

CONSTRUCTION STAGE:

READY FOR CONSTRUCTION:

Manchester Skate Park (Town of Manchester) (SHA-TAP Funds \$756,023.00) – CLSI will be submitting a proposal for the relocation of the SWM facilities at the new Town Hall to accommodate the stockpile area. The plans have been approved by SHA and all State and Federal permits have been issued. BRM will be submitting our “Request to Advertise” to SHA upon approval of the MOU and National Environmental Policy Act (NEPA).

Small Crossings/Savannah Estates (Hampstead) (DNR Grant Funds \$300,000.00) – The construction contract was awarded to T. B. & H. for \$329,510.00 and we anticipate work starting in April/May. A site is needed for the excess fill (12,700 cu. yds.) and we are looking at Leisters Park. Contracts have been entered into with BGE and Verizon for work that they need to do in relation to this project. The Town will need to relocate a water line as well. The Town's attorney is in the process of having the parcels transferred to the Town.

TREE PLANTING PROJECTS:

PLANTING PHASE:

Municipal Tree Planting (Carroll County Tree Planting Phase III) – All tree plantings have been completed and are now in the three (3) year maintenance phase. Maintenance costs for the fall 2017 will be covered by County funds. Once the contractor is relieved of their responsibility, the municipalities will be responsible for maintenance.

City of Westminster – Trees were planted on 7.68 acres owned by the City of Westminster in November 2015. The County will fund the three (3) year maintenance ending in the fall of 2018 for \$13,866.30. Upon completion of the contractor's obligation, the City will be responsible for maintenance of the planting.

Town of New Windsor – Trees were planted on 2.2 acres owned by the Town of New Windsor in November 2015. The County will fund the three (3) year maintenance ending in the fall of 2018 for \$7,618.70. Upon completion of the contractor's obligation, the Town will be responsible for maintenance of the planting.

PROPOSED TOWN PROJECTS

PROJECT NAME	CITY/TOWN	ENGINEERING STATUS	CONSTRUCTION STATUS	EMCUMBERED TO DATE
Twin Ridge	Mt. Airy	Conceptual		\$82,349.00
Merridale Gardens	Mt. Airy	Preliminary		\$86,210.00
Small Crossing	Hampstead	FINAL APPROVED	April/Map	\$409,379.94
Manchester Skate Park	Manchester	FINAL APPROVED		\$82,116.00
Whispering Valley Phase 4	Manchester	Conceptual		\$56,160.00
Blue Ridge Manor	New Windsor	Conceptual		\$51,365.00
New Windsor Railroad Wetland	New Windsor	Preliminary Conceptual (BRM)		
Shannon Run/Hawk Ridge Section 1	Sykesville	Preliminary		\$96,020.00
Robert's Mill	Taneytown	Conceptual		\$140,750.00
Locust Street	Union Bridge	Appraisal Completed		\$500.00
Langdon	Westminster	FINAL		\$402,190.45
Willow Pond	Westminster	Preliminary		\$188,393.00
Greens of Westminster	Westminster	NOT STARTED		

Total does not include Twin Ridge

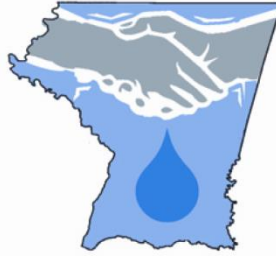
Updated 3/22/17

NOTE: Twin Ridge is not covered under the MOA (Frederick County side of Mt. Airy)

Total	\$1,513,084.39
Awarded Grants	\$5,760,984.00
Pending Grants	\$5,451,642.00

Carroll County Water Resource Coordination Council

Hampstead * Manchester * Mt. Airy * New Windsor
Carroll County Health Department



* Sykesville * Taneytown * Union Bridge * Westminster
Carroll County Government

WRCC Meeting Summary May 24, 2017

Attendees:

Frank Schaeffer	Monika Weierbach	John Dick	Glenn Edwards
Steve Miller	Dick Swanson	Tom Devilbiss	Sean Hartman
Kevin Hann	Jim Wieprecht	Brenda Dinne	Joanna Reznik
Lorena Vaccare	Mike Reynolds	Gary Dye	Kelly Martin

Opening Statement

The meeting was called to order by Frank Schaeffer at approximately 2:30 p.m.

Frank Schaeffer introduced Mike Reynolds, Circuit Rider shared between the Towns of Union Bridge and New Windsor. Mr. Schaeffer noted that Dawn Ashbacher would not be in attendance, but she wanted to express her appreciation to Bureau of Resource Management staff for their presentation to the Sykesville Town Council. Mr. Schaeffer reminded the Town Managers of the June 6 Stormwater Management Project Tour, beginning at 8:30 at the County Office Building.

Steve Miller thanked Tom Devilbiss and the other County staff that attended the Manchester Area Merchants Association presentation last week at the Manchester Town Hall.

The March 22, 2017, meeting summary was approved as written on motion of Mr. Miller, seconded by Mr. Wieprecht, and carried.

Legislative Wrap-Up – Brenda Dinne

Brenda Dinne distributed a handout summarizing this session's environmental legislation. She reviewed the final status of each of the bills that she had been reporting on during this legislative session.

Steve Miller noted that he had previously seen a list of major and minor wastewater treatment plants in line for funding from the Bay Restoration Fund. He asked whether Ms. Dinne could send him the list. She indicated she would forward the list to the entire Committee.

Tom Devilbiss noted that the Board of County Commissioners would be meeting with the Delegation June 5 to start the process for next year's legislative session.

To serve as the lead intergovernmental agency for water resource planning, development and protection.

Frank Schaeffer asked Mr. Devilbiss for an update on the pending litigation.

Mr. Devilbiss explained that Carroll County's was the first case to be heard, and a determination is expected from the Judge in June. Frederick County's court case is scheduled for June.

Groundwater Status Update – Sean Hartman

Sean Hartman, Hydrogeologist, reported that the groundwater situation was much improved since his last presentation. The County has experienced 1.25 to 1.75 inches above average rainfall in the last 60 days combined with cooler than normal temperatures and overcast conditions. Mr. Hartman explained that wells are currently 40 percent normal, 20 percent above normal, and only 40 percent below normal. MDE's drought warning remains in effect. If weather conditions continue in this pattern, it could change from a warning to a watch phase. Mr. Hartman indicated he would contact the municipalities near the end of June with an update on the groundwater progress.

Iowa Clean Water Act Court Case – Brenda Dinne

Brenda Dinne reviewed a court case, with potential national implications, initiated by Des Moines Water Works that sued three up-river counties with regard to nitrates from those areas threatening the health of the 500,000 people that they serve. The nitrate levels are 10-20 mg above the limit upstream and upgrade from the plant, which is required to make a \$183 million upgrade. The Clean Water Act exempts agricultural fertilizer from fields. The state and federal courts have dismissed the case.

Frank Schaeffer asked that a link to a summary of the case be sent to the WRCC.

MS4 IDDE Compliance – Glenn Edwards

Glenn Edwards, NPDES Compliance Specialist, explained the process to complete the MS4 IDDE Compliance inspections each year as required by the NPDES Permit. He noted that approximately 100 inspections were done this year. Mr. Edwards reviewed how the properties are selected, information noted on inspection forms, etc. He explained that no property owners within the towns are contacted regarding potential issues until County staff have met with municipal representatives. Mr. Edwards expressed his appreciation for the efforts of municipal public works staff.

Tom Devilbiss explained that staff do not enter properties unless there is public access, like a public street. He noted that staff have undergone extensive training through the County Attorney's Office.

Sharing Water Information with the Town Council – Town of Hampstead

Kevin Hann and Lorena Vaccare, Town of Hampstead, distributed a one-page document created by Ms. Vaccare while Mr. Hann was Acting Town Manager to provide the Mayor and Town Council with water usage data. The document provides information for each month or quarter and over the last several years for water pumped, water consumption, and water consumption

billed. It also shows the permit capacity, water used vs. water billed, and yearly totals of amounts billed. Mr. Hann offered to share the template with anyone interested in using it for their municipalities. Ms. Vaccare briefly discussed the Town's credit/rebate program.

Other

Gary Dye, Chief, Bureau of Utilities, asked for letters of support from the municipalities for the Hampstead Wastewater Treatment Plant ENR Upgrade. A sample letter will be emailed to the Town Managers.

Adjournment

The meeting adjourned at approximately 4:05 p.m. The June Meeting of the WRCC was cancelled due to the MML Conference. The next regular meeting is scheduled for July 26 at 2:30 p.m. in Room 105 of the County Office Building.

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**TOWN
PROJECT STATUS
May 22, 2017**

FUTURE PROJECTS:

New Windsor (Former Waste Water Treatment Plant location) –BRM needs to meet with the consultant that was hired by New Windsor to look at development of the site to discuss future goals of the Town for the proposed area.

Union Bridge Project (DNR Grant Funds \$250,000.00) – A meeting was held with the owner of the Locust Street property to discuss purchase of the 2 acre parcel. The owner is currently working with a potential buying and should have a clearer direction by the end of the month on the possible sell of the property. The appraisal was completed with the value of the parcel set at \$9,000.00.

DESIGN STAGE:

RFP:

CONCEPTUAL:

Robert's Mill (DNR Grant Funds \$1,000,000 and CBT Grant \$75,000) – CLSI to submit concept plans the first week of June. BRM needs to meet with the City of Taneytown the week of June 5th to discuss the project and to determine if the location identified by Jim will accommodate the material from this location. BRM is currently working with MDE to determine who will be responsible for dam safety reviews.

Twin Ridge (Mt. Airy – Frederick County Side) – Discussions relating to the project have occurred with BRM and MDE relating to dam safety. A meeting has been schedule with the Town of Mt. Airy on May 26th to discuss the project.

Whispering Valley (Manchester) (DNR Grant Funds \$375,000.00) – CLSI has started working on the hydrology relating to the two (2) facility concept. They anticipate submittal of the concept plan to occur the week of June 5th.

PRELIMINARY:

Merridale Gardens/Senior Center (Mt. Airy) (DNR Grant Funds \$425,000.00) – CLSI submitted revised preliminary plans and BRM will be reviewing the project within the next several weeks. We will need a Right-to-Discharge onto the downstream neighbor's property; however, BRM met with the property owners several months ago and sees no issues with the execution of this Agreement taking place. State and Federal Permits, forest conservation exemption, and the Town's approval will be required on this project.

Shannon Run/Hawk Ridge Estates (Town of Sykesville) (DNR Grant Funds \$600,000.00) – Concept plan approved by SWM on October 12th. Preliminary plan comments were forwarded to CLSI and they are working on changes. An RFP is currently out for cleaning out the 3' layer of sediment in the bottom of the facility to get a jump start on the retrofit. This work should take place this summer and will make the drying process go quicker. This material will be disposed of on the Dulaney site on Klees Mill Road. BRM staff presented an update on the project to the homeowners and the Town Council on May 22nd.

Willow Ponds – Revised preliminary plans have been submitted and need review completed by BRM/SWM staff. Need impact plates from R. K. & K. to complete application for the State and Federal Permits. Application for SHA-TAP funding for this project was submitted on May 14th; and we should hear if we were approved in September.

FINAL:

Blue Ridge Manor (New Windsor) (DNR Grant Funds \$250,000.00) – Preliminary plan approval was given on the plans by SWM. BRM is currently awaiting notification from MDE that the review of the dam safety portion of the plan has been turned over to the County. Application has been made for the State and Federal permits. CLSI will be working on sediment control plans for the fill site (WWTP lagoons). SHA Access Permit will be required prior to grading permit being issued.

Langdon Property (City of Westminster) (DNR Grant Funds \$900,000.00 and SHA-TAP Funds \$980,000.00) – Received preliminary comments from SHA and CLSI is in the process of making changes to prepare the plans for submittal for the Final Review Meeting. SHA Standards have been updated; therefore, the bid book needs to reflect the revisions. BRM staff has been discussing the possibility of transporting the material to New Windsor WWTP by rail with Maryland Midland and we are awaiting a cost proposal from them. Excess material will be disposed of at the landfill on the open fill site.

CONSTRUCTION STAGE:

READY FOR CONSTRUCTION:

Manchester Skate Park (Town of Manchester) (SHA-TAP Funds \$756,023.00) – BRM is working with SHA on execution of the MOU, NEPA approval and obtaining the Right-of-Way Permit. Upon execution of the above referenced documents, BRM will submit a request to SHA to go out to bid.

UNDER CONSTRUCTION:

Small Crossings/Savannah Estates (Hampstead) (DNR Grant Funds \$300,000.00) – T.B. & H. has started work on this project with the installation of the additional storm drains and the modifications to the riser in the facility. We anticipate construction taking approximately 5 months.

TREE PLANTING PROJECTS:

PLANTING PHASE:

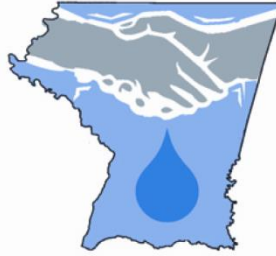
Municipal Tree Planting (Carroll County Tree Planting Phase III) – All tree plantings have been completed and are now in the three (3) year maintenance phase. Maintenance costs for the fall 2017 will be covered by County funds. Once the contractor is relieved of their responsibility, the municipalities will be responsible for maintenance.

City of Westminster – Trees were planted on 7.68 acres owned by the City of Westminster in November 2015. The County will fund the three (3) year maintenance ending in the fall of 2018 for \$13,866.30. Upon completion of the contractor's obligation, the City will be responsible for maintenance of the planting.

Town of New Windsor – Trees were planted on 2.2 acres owned by the Town of New Windsor in November 2015. The County will fund the three (3) year maintenance ending in the fall of 2018 for \$7,618.70. Upon completion of the contractor's obligation, the Town will be responsible for maintenance of the planting.

Carroll County Water Resource Coordination Council

Hampstead * Manchester * Mt. Airy * New Windsor
Carroll County Health Department



* Sykesville * Taneytown * Union Bridge * Westminster
Carroll County Government

WRCC Meeting Summary July 26, 2017

Attendees:

Frank Schaeffer	Jim Wieprecht	Tom Devilbiss	Janet O'Meara
Donnie Nott	Perry Jones	Gary Dye	Joanna Reznik
Dick Swanson	Richard Brace	Glenn Edwards	Kelly Martin
Dawn Ashbacher	Kelsey Brooks	Byron Madigan	

Opening Statement

The meeting was called to order by Frank Schaeffer at approximately 2:30 p.m.

The May 24, 2017, meeting summary was approved as written on motion of Mr. Swanson, seconded by Mr. Wieprecht, and carried.

Litigation Update – Tom Devilbiss

Tom Devilbiss provided an update on the outcome of the County's litigation. He reminded the Council that there were basically four items involved in the lawsuit: (1) "Jurisdiction-Wide" vs "MS4 Service Area" permit scope, (2) classification of the County as "medium" vs. "small" jurisdiction, (3) MDE's failure to authorize trading as a compliance method, and (4) including the WRE in the actual permit language.

The Court found in favor on the first two items, decided against the County with regard to trading, and the WRE issue was a partial win. Items 1 and 2 were the major items. Item number 2 was added very late in the litigation. The Court decided that there was an error in the early to mid-90's when the County was named a medium jurisdiction rather than a small jurisdiction. The Court decision means that the County should have a Phase II permit like the municipalities, instead of a Phase I permit. Mr. Devilbiss noted that the State has until the end of the week to appeal the Decision.

Mr. Devilbiss explained that several jurisdictions have been meeting together with MDE to discuss development of the next Phase I permits. Some discussions the County is included in, but some we are not because of the pending litigation. He noted that Frederick County is waiting for the Judge's ruling, while Charles and Harford Counties have not yet had their trials.

Dick Swanson, Town of Mount Airy, questioned whether this decision changes the 20 percent requirement.

Mr. Devilbiss explained that the County has been disputing the 20 percent “of what”. The “of what” will be changing.

CBT Grant for Monitoring Project with CWP – Byron Madigan

Byron Madigan, Water Resource Supervisor, noted that about a year ago he made a presentation to the Council on the monitoring efforts being undertaken by staff at sand filter sites. Today’s presentation is a follow-up on what has been happening. He noted that staff is working with the Center for Watershed Protection (CWP) to monitor retrofit sites before and after retrofit projects are completed to quantify positive changes realized downstream from these retrofit sites. Mr. Madigan showed pictures of several projects before and after retrofit and reviewed and explained the scientific data that has been collected. He noted that these retrofit projects are showing positive downstream results because of the way the systems are controlling the water flows.

Mr. Devilbiss noted that staff is not decreasing the volume of water that is being handled, but stopping the flows and releasing the water more slowly.

Mr. Madigan reported that monitoring shows the benefits downstream of the retrofit projects within 6 to 12 months of project completion.

Frank Schaeffer asked how long it takes for the water to drain through the filtering system.

Janet O’Meara noted that staff usually advises residents that most of the containment areas will be dry within three days.

Mr. Devilbiss noted that the County tries to design for a 10-year storm.

Mr. Madigan explained that a 10-year storm is 5.4 inches in a 24 hour period. He noted that staff is working to provide data to justify credits for a certain length downstream of a facility.

NPDES Training Session 2017 – Glenn Edwards

Glenn Edwards, NPDES Compliance Specialist, noted that this year’s training is scheduled for October 27 at the Carroll County Public Safety Training Center Auditorium from 9:00 a.m. to 12:00 noon. He reviewed a list of potential topics and asked for comments and suggestions.

Update on Municipal Projects – Janet O’Meara

Janet O’Meara, Watershed Management Specialist, provided an update on the municipal restoration projects; a copy of that report is attached to this meeting summary.

Other

Frank Schaeffer solicited the members for future agenda items, possible topics for discussion, etc.

Dawn Ashbacher, Town of Sykesville, suggested that the August meeting be cancelled.

The Council agreed on the cancellation.

Glenn Edwards noted that he had for distribution copies of the MS4 questionnaire that needs to be completed for the NPDES Annual Report.

Ms. Ashbacher commended the Bureau of Resource Management on the recent stormwater management tour and today's presentation. She noted that Carroll County is a trendsetter in this area, and she is proud to be associated with staff.

Adjournment

The meeting adjourned at approximately 3:15 p.m. The August Meeting of the WRCC was cancelled. The next regular meeting is scheduled for September 27 at 2:30 p.m. in Room 105 of the County Office Building.

**TOWN
PROJECT STATUS
July 17, 2017**

FUTURE PROJECTS:

New Windsor (Former Waste Water Treatment Plant location) –BRM needs to meet with the consultant that was hired by New Windsor to look at development of the site to discuss future goals of the Town for the proposed area.

Union Bridge Project (DNR Grant Funds \$250,000.00) – BRM is attempting to acquire ownership of the property (2 acres) off of Locust Street.

DESIGN STAGE:

RFP:

CONCEPTUAL:

Robert's Mill (DNR Grant Funds \$1,000,000 and CBT Grant \$75,000) – BRM held meeting with City to discuss the conceptual plans submitted by CLSI (with and without a walking path). We will be holding a community meeting in July and will be attending the City Council meeting in August to discuss the project. BRM is currently working with MDE to determine who will be responsible for dam safety reviews.

Twin Ridge (Mt. Airy – Frederick County Side) – Discussions relating to the project have occurred with BRM and MDE relating to dam safety. After the meeting in May with the Town, it was determined to address the dam safety issues only at this facility. A regional facility is being proposed off of Prospect Road.

Whispering Valley (Manchester) (DNR Grant Funds \$375,000.00) - CLSI should have a plan submitted the week of July 17th. BRM staff will need to meet with the property owners to discuss the new design.

PRELIMINARY:

Merridale Gardens/Senior Center (Mt. Airy) (DNR Grant Funds \$425,000.00) – CLSI will be resubmitting preliminary plans the week of July 17th. We will need a Right-to-Discharge onto the downstream neighbor's property; however, BRM met with the property owners several months ago and sees no issues with the execution of this Agreement taking place. State and Federal Permits, forest conservation exemption, and the Town's approval will be required on this project.

Shannon Run/Hawk Ridge Estates (Town of Sykesville) (DNR Grant Funds \$600,000.00) – Concept plan approved by SWM on October 12th. Revised preliminary plan are in for review. White Pine was awarded the contract of sediment removal (\$200,000) and the material will be disposed of at the Dulaney Fill Site off Klee Mill Road. This work should begin the week of July 17th.

Willow Ponds – R.K. & K. to submit revised preliminary plans by mid-July. Need impact plates from R. K. & K. to complete application for the State and Federal Permits. Application for SHA-TAP funding for this project was submitted on May 14th; and we should hear if we were approved in September.

FINAL:

Blue Ridge Manor (New Windsor) (DNR Grant Funds \$250,000.00) – CLSI is anticipated to submit final plans for review by July 7th. BRM is currently awaiting notification from MDE that the review of the dam safety portion of the plan has been turned over to the County. Application has been made for the State and Federal permits. CLSI will be working on sediment control plans for the fill site (WWTP lagoons). SHA Access Permit will be required prior to grading permit being issued. CLSI will be submitting plans for the WWTP Lagoon which will be used as the disposal area which will need floodplain approval.

Langdon Property (City of Westminster) (DNR Grant Funds \$900,000.00 and SHA-TAP Funds \$980,000.00) – Received preliminary comments from SHA and CLSI is in the process of making changes to prepare the plans for submittal for the Final Review Meeting. SHA Standards have been updated; therefore, the bid book needs to reflect the revisions. BRM staff has been discussing the possibility of transporting the material to New Windsor WWTP by rail with Maryland Midland and we are awaiting a cost proposal from them. Excess material will be disposed of at the landfill on the open fill site. Need FC approval and variance for specimen tree.

CONSTRUCTION STAGE:

READY FOR CONSTRUCTION:

Manchester Skate Park (Town of Manchester) (SHA-TAP Funds \$756,023.00) – BRM is working with SHA on execution of the MOU and NEPA approval. Upon execution of the above referenced documents, BRM will submit the P.S. & E. packet to SHA to request to go out to bid. Need approval of the Christmas tree park plans from SCD, FC, SWM, and Town.

UNDER CONSTRUCTION:

Small Crossings/Savannah Estates (Hampstead) (DNR Grant Funds \$300,000.00) – Construction underway by T.B.H. with fill materials being disposed of at Brathun farm. Need to get parcels transferred to the Town. Project should be completed in September.

TREE PLANTING PROJECTS:

PLANTING PHASE:

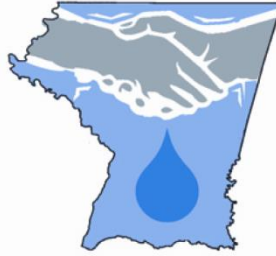
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Carroll County Water Resource Coordination Council

Hampstead * Manchester * Mt. Airy * New Windsor
Carroll County Health Department



* Sykesville * Taneytown * Union Bridge * Westminster
Carroll County Government

WRCC Meeting Summary September 27, 2017

Attendees:

Steve Miller	Derek Shreves	Jeff Glass	Glenn Edwards
Christy Collins	Mark T. Onheiser	Richard Brace	Gale Engles
Monika Weierbach	Jim Wieprecht	Tom Devilbiss	Sean Hartman
Dick Swanson	Perry Jones	Brenda Dinne	Joanna Reznik
			Kelly Martin

Opening Statement

The meeting was called to order by Steve Miller at approximately 2:30 p.m.

The July 26, 2017, meeting summary was approved as written on motion of Mr. Swanson, seconded by Mayor Jones, and carried.

Mr. Miller informed the Council that the Town of Manchester received an unannounced visit from MDE staff person Harry Warfield, Jr. with the Groundwater Permits Division. He said he was looking for private wells and open drains, but he toured the new wash bay, examined the grease separators, etc. The Maintenance Supervisor offered to review the Town's documentation, but he was not interested. Mr. Miller suggested that Town representatives provide a heads up to their public works staff.

Litigation Update – Tom Devilbiss

Tom Devilbiss provided an update on the outcome of the County's litigation. He reminded the Council that there were basically four items involved in the lawsuit, and the Judge sided with the County on two of the items. The case is on appeal to the Court of Special Appeals by MDE. Frederick County's case was heard, but the Judge sided mostly with MDE, so Frederick County has appealed that decision. Both Judges found that the permits were not enforceable, and remanded them to MDE for a rewrite. Charles County's hearing is scheduled for October 25; Harford County has issued a permanent Stay until the other three cases have been resolved.

Jeff Glass, City of Westminster, asked whether MDE would make the permits more stringent when they are sent back.

Mr. Devilbiss explained that the Judge gave specific orders for changes to the permit.

To serve as the lead intergovernmental agency for water resource planning, development and protection.

Dick Swanson, Town of Mount Airy, questioned whether the court cases would have something to do with the reason MDE has not provided a draft permit to the Town for the Frederick County side.

Mr. Devilbiss indicated MDE has promised that permit will be issued by March 2018, but until then the 2008 permit still exists.

Next Generation Permit – Tom Devilbiss

Tom Devilbiss explained that MDE has promised the EPA a draft template by the end of the year with issuance in early 2019. There will be a continuance of impervious mitigation into the next permit. They are not going to meet their commitments for septic and stormwater by 2025, so they are planning to temporarily add designed wastewater loads as temporary place holders for stormwater and septic; lumping all the numbers together to make it look better. The new permits may contain impervious mitigation as well as nutrient reduction requirements.

Update on Municipal Projects – Gale Engles

Gale Engles, Bureau of Resource Management, provided an update on the municipal restoration projects; a copy of that report is attached to this meeting summary.

Ms. Engles explained that Shiloh Middle School in Hampstead received a citation on their facility. The Board of Education was working with a contractor that the County normally works with and the contractor suggested we combine efforts and add to the scope of the project. The Board of Education transferred funds into the County's budget, and we adjusted the project scope which will address 16.75 impervious acres.

Ms. Engles briefly explained an issue that has developed with the Manchester Skate Park project which has already been designed and permitted. Brook trout were found five miles from the site. A stream classification change from a Use 4 to Use 3, in the watershed, would require significant adjustments in how we handle wastewater treatment plant discharge, culvert construction, etc. A re-design at this site is not possible because it cannot be made into a dry pond.

Ms. Engles reviewed a handout detailing the percentage of impervious acre requirement that has been met in each municipality.

Tom Devilbiss noted that Carroll County is the only jurisdiction which may meet the goal, and the County should get relief in the next permit. Staff is negotiating with MDE, arguing that we be released from the requirements of impervious mitigation since the goal (requirement) has been met.

Dick Swanson, Town of Mount Airy, questioned whether the IDA property in Mount Airy was a place holder since there has been no movement with that property.

Ms. Engles explained that the County has expressed an interest in partnering with them on the project, but it is not one that is necessary to meet our goal.

Mr. Devilbiss reported that the County received a permit for the discharge of effluent associated with the Hampstead Wastewater Treatment Plant ENR upgrade. The County worked with Baltimore County residents and Trout Unlimited representatives to come to an agreement through MDE. There is an open period, through October 31, for individuals to contest the permit before it becomes final.

Jeff Glass, City of Westminster, asked how the project was eventually resolved.

Mr. Devilbiss suggested that he along with staff from the Department of Public Works provide a presentation on the history of the project, along with the eventual settlement and permit issuance. He did note that discharge will be split into two flows, one to Deep Run and one to Piney Run.

Gessell Well Status – Jeff Glass

Jeff Glass, City of Westminster, indicated that the Gessell Well project was a joint venture between the County and City of Westminster to resolve the City's need for additional water. There was a concern about potential groundwater contamination as the proposed well was up gradient from the site of an old wastewater treatment plant and an old landfill. Mr. Glass explained that test wells were drilled in 2007, and it was eventually determined that the well water was under the influence of surface water. The well water had to be treated via filtration prior to MDE acknowledging the capacity. MDE is requiring a stream relocation and lining to ensure that surface water stays out of the groundwater. It will cost approximately \$500,000 - \$1,000,000 to accomplish the stream relocation. The City is hopeful that design/build will occur in the spring with construction in the summer. Mr. Glass explained that the total project cost is estimated to reach \$3,000,000.

Other

Steve Miller asked the new attendees from the Town of Sykesville to introduce themselves: Derek Shreves and Mark Onheiser.

Glenn Edwards, NPDES Compliance Specialist, reminded everyone of the Fall NPDES Workshop scheduled for October 27 and distributed a tentative agenda. He asked that he receive rsvp's for the training by October 10.

Sean Hartman reported that water levels are about 1 inch behind in the past 60 days, and about 2 inches below average the past 30 days. Levels were 3 inches up for the summer period. He noted that levels have improved significantly from the spring.

Adjournment

The meeting adjourned at approximately 3:50 p.m. The next regular meeting is scheduled for October 25 at 2:30 p.m. in Room 105 of the County Office Building.

**TOWN
PROJECT STATUS
September 25, 2017**

FUTURE PROJECTS:

New Windsor (Former Waste Water Treatment Plant location) – BRM met with the consultant and we have determined that approximately 7 acres could be treated in the proposed SWM facility for the sports complex being considered in this location.

Union Bridge Project (DNR Grant Funds \$250,000.00) – Talked to Mr. Buckey on September 22nd and he indicated that the solar company was moving forward with their plans to purchase the property. I will attempt, once again, to contact their representative to discuss our project and hopefully we can move forward on the design.

Prospect Road (Mt. Airy Frederick and Carroll) – BRM is working with Mt. Airy on a possible project on a 78 acre parcel owned by Mt. Airy. The drainage area to this location is 870 acres with 142 acres of impervious area; some being in Mt. Airy and a portion in the county. The RFP will be going out to design this fall.

DESIGN STAGE:

RFP:

CONCEPTUAL:

Robert's Mill (DNR Grant Funds \$1,000,000 and CBT Grant \$75,000) – BRM is scheduled to attend the October City Council meeting in the City to discuss the status of the project and to over the design. CLSI is working on revised plans to address the comments which should be submitted the week of October 2nd. BRM will need to apply for State and Federal Permits when concept plans are approved.

Twin Ridge (Mt. Airy – Frederick County Side) – This design is to address dam safety issues only. BRM comments were sent to CLSI and they are working on revisions to the plans.

Whispering Valley (Manchester) (DNR Grant Funds \$375,000.00) – BRM staff met with the property owner to discuss the project and they were okay with the proposed design. CLSI was given the green light to move forward with the design; however, the design will need to keep dam breach off of Route 30.

PRELIMINARY:

Merridale Gardens/Senior Center (Mt. Airy) (DNR Grant Funds \$425,000.00) –

Revised plans have been submitted for review and a copy of the plans was forwarded to the Town of Mt. Airy. We will need a Right-to-Discharge onto the downstream neighbor's property; however, BRM met with the property owners several months ago and sees no issues with the execution of this Agreement taking place. State and Federal Permits, forest conservation exemption, and the Town's approval will be required on this project.

Willow Ponds – R.K. & K. submitted 2nd preliminary plans and they are being reviewed by staff. BRM will need to make application for all State/Federal Agencies. Plans were forwarded to the City for review.

FINAL:

Langdon Property (City of Westminster) (DNR Grant Funds \$900,000.00 and

SHA-TAP Funds \$980,000.00) – A Final Review Meeting has been scheduled with SHA for October 6th. BRM staff has been discussing the possibility of transporting the material to New Windsor WWTP by rail with Maryland Midland and we are awaiting a cost proposal from them. Excess material will be disposed of at the landfill on the open fill site.

Shannon Run/Hawk Ridge Estates (Town of Sykesville) (DNR Grant

Funds \$600,000.00) – Work is near completion on excavation of the sediment in the bottom of the facility. Material is being disposed of on the County owned Dulaney Property off of Klees Mill Road. This project will be broken into 2 Phases; Hawk Ridge as Phase 1 with construction this winter and Shannon Run Phase 2 with construction in the Spring of 2018.

CONSTRUCTION STAGE:

READY FOR CONSTRUCTION:

Manchester Skate Park (Town of Manchester) (SHA-TAP Funds \$756,023.00) –

BRM is working with SHA on execution of the MOU. Upon execution of the above referenced documents, BRM will submit the P.S. & E. packet to SHA to request to go out to bid. It has been brought to our attention that brook trout have been identified below the project and we are currently working with various State agencies on this issue.

Blue Ridge Manor (New Windsor) (DNR Grant Funds \$250,000.00) –

The plans are out for bid for construction and proposals were due today. We will move to get BCC approval to award immediately and will be under construction this fall.

UNDER CONSTRUCTION:

Small Crossings/Savannah Estates (Hampstead) (DNR Grant Funds \$300,000.00) – Construction should be wrapping up on this project by the end of October with planting of the biofiltration facility by mid-November. Need to get parcels transferred to the Town.

TREE PLANTING PROJECTS:

PLANTING PHASE:

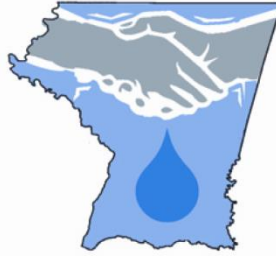
Municipal Tree Planting (Carroll County Tree Planting Phase III) – All tree plantings have been completed and are now in the three (3) year maintenance phase. Maintenance costs for the fall 2017 will be covered by County funds. Once the contractor is relieved of their responsibility, the municipalities will be responsible for maintenance.

City of Westminster – Trees were planted on 7.68 acres owned by the City of Westminster in November 2015. The County will fund the three (3) year maintenance ending in the fall of 2018 for \$13,866.30. Upon completion of the contractor's obligation, the City will be responsible for maintenance of the planting.

Town of New Windsor – Trees were planted on 2.2 acres owned by the Town of New Windsor in November 2015. The County will fund the three (3) year maintenance ending in the fall of 2018 for \$7,618.70. Upon completion of the contractor's obligation, the Town will be responsible for maintenance of the planting.

Carroll County Water Resource Coordination Council

Hampstead * Manchester * Mt. Airy * New Windsor
Carroll County Health Department



* Sykesville * Taneytown * Union Bridge * Westminster
Carroll County Government

WRCC Meeting Summary November 15, 2017

Attendees:

Steve Miller	Derek Shreves	Jeff Glass	Glenn Edwards
Christy Collins	Mike Reynolds	Richard Brace	Gale Engles
Frank Schaeffer	Jim Wieprecht	Tom Devilbiss	Sean Hartman
Dick Swanson	Perry Jones	Brenda Dinne	Joanna Reznik
Zachary Neal	Jonathan Bowman	Kelly Martin	Bonnie Bevard

Opening Statement

The meeting was called to order by Frank Schaeffer at approximately 2:30 p.m.

Tom Devilbiss informed the Commission members about staff changes in the Department of Land and Resource Management. Bonnie Bevard is the new departmental Administrative Assistant and Kelly Martin is the new Watershed Grants Analyst in the Bureau of Resource Management. He also announced that Sean Hartman, Hydrogeologist is now joining the Department of Public Works as Utility Engineer.

Frank Schaeffer asked those attending to introduce themselves.

The September 27, 2017 meeting summary was approved as written on motion of Mr. Swanson, seconded by Jim Wiprecht and carried.

Review and Comment on Proposed Nutrient Trading Regulations – Brenda Dinne

Brenda Dinne distributed and reviewed a summary of the draft Maryland Water Quality Trading Program Regulations. It has not been published yet in the Maryland Register. The purpose is to allow jurisdictions to purchase credits to reduce nutrients and sediment to comply with Bay TMDL, local TMDL, or NPDES requirements more quickly. It is an exchange (buying and selling) of nutrient reduction credits through contractual agreement between the buyer and seller. The exchange must be within the same trading region and generated upstream if used in locally impaired water. The BMP must be certified (acceptable practice), verified (initially installed correctly and then maintained, and inspected every 1-3 years), and registered with MDE (online trading registry).

To serve as the lead intergovernmental agency for water resource planning, development and protection.

The purchase of credits is only an annual credit for the length of the contract. One credit equals one lb reduction of N, P, or TSS. The cost equals 1 reduction credit + 1 uncertainty credit + ≥ 1 delivered load credit + 5% reserve = 1 credit times 3+. It does not allow WWTP to WWTP trading. No interstate trading provided. You cannot use federal or State money to generate credit. You cannot trade if you are non-complaint. They anticipate publishing on December 8, 2017 with a public comment period of 30 days. A public hearing will be held at MDE on December 18, 2017.

Draft 2019 Permit Template – Tom Devilbiss

Tom distributed the first draft of the new MDE NPDES MS4 permit to be issued in 2019. This is just a template. Carroll County will be submitting comments by Friday. Tom shared some highlights of the draft.

MDE wants to take this draft to the EPA by the first of the year. They want a tentative permit by December 2018 with an adoption date in 2019. Tom asked everyone to review and share any comments they might have.

Update on Municipal Projects – Gale Engles

Gale Engles, Bureau of Resource Management, provided an update on the municipal restoration projects; a copy of that report is attached to this meeting summary.

Ms. Engles asked Jon Bowman to review some tree planting projects. Gale stated that some of the projects are coming off of the County 3 year maintenance and will be the Town's responsibility to maintain the projects. Gale stressed that once the town takes over the maintenance of the planting they are inspected every 3 years. If they are not maintained and they are no longer considered to being able to be in the program, the numbers go away. It is extremely important that they are maintained.

Jonathan Bowman handed out a summary sheet to folks that were participants in the Municipal Watershed Tree Planting project. In 2014 six projects were planted, one in Hampstead, one in Westminster, one in Manchester, and three in Taneytown. He summarized each project.

He also stated that the City of Westminster project and the planting at the Town of New Windsor are in their 2nd year of maintenance with a 90% survival rate.

He explained that to continue to receive nutrient reduction credits for these plantings you have to ultimately have a mature stand with a density of 100 trees per acre on the plantings. The 75% survival rate that is required is far beyond that.

Jonathan provided suggested protocol for the maintenance staff or volunteers as far as mowing, resetting shelters and time frames associated with doing those activities. He offered himself as a resource for the Towns.

Gale stated that the County has a contractor that mows the facilities and stormwater ponds with a reasonable price and the County would be willing to allow the Towns to piggyback on the same

contract. The sites are usually mowed 4 times a year. If the towns don't have the in-house resources, that would be an option.

Hydes Quarry Presentation – Jeff Glass and Tom Devilbiss

Tom Devilbiss, Jeff Glass and Sean Hartman presented a history of Hydes Quarry. This included the recent testing performed by the County and the City of Westminster on the quantity and quality of a potential water supply.

Other

Brenda Dinne handed out an updated Environmental Stewardship booklet to the Towns to have available for distribution to the public.

Tom Devilbiss handed out a draft of the 2017 annual report being finalized. He asked for any feedback to be submitted to staff by the end of November.

Glenn Edwards shared that MDE will be at the County Office building on November 29 to do a review of the IDDE program.

Adjournment

The meeting adjourned at approximately 4:00 p.m. The next regular meeting is scheduled for December 20, 2017 at 2:30 p.m. in Room 105 of the County Office Building.

**TOWN
PROJECT STATUS
November 14, 2017**

FUTURE PROJECTS:

New Windsor (Former Waste Water Treatment Plant location) – BRM met with the consultant and we have determined that approximately 7 acres could be treated in the proposed SWM facility for the sports complex being considered in this location.

Union Bridge Project (DNR Grant Funds \$250,000.00) – Numerous attempts have been made to contact the contract purchaser to no avail; therefore, BRM will be looking at other potential sites for restoration.

Prospect Road (Mt. Airy Frederick and Carroll) – BRM staff has drafted an RFP for engineering and has forwarded to the Town of Mt. Airy for their review. A watershed study will be part of the conceptual design to analyze the numerous existing BMP's in the drainage area and the amount of treatment that they are currently providing.

DESIGN STAGE:

RFP:

CONCEPTUAL:

Shiloh Middle School – BRM met with the BOE to discuss three (3) options. The BOE decided with us moving forward with Option 1; retrofit the large facility, construct a small facility at the outfall, and storm drain between the two facilities. R. K. & K. will be designing the retrofit and have been given approval to move forward on the design.

Twin Ridge (Mt. Airy – Frederick County Side) – This design is to address dam safety issues only. BRM met with CLSI on a design and we are anticipating concept plan approval by the end of the year. BRM staff has been gotten feedback from MDE on the proposed design.

Whispering Valley (Manchester) (DNR Grant Funds \$375,000.00) – BRM and CLSI has been working on the design of this facility and have come to terms on how to proceed. BRM anticipates a concept plan submission on mid-December which involves two (2) facilities. MDE should not be involved in the dam safety review of this plan.

PRELIMINARY:

Robert's Mill (DNR Grant Funds \$1,000,000 and CBT Grant \$75,000) –

The concept plan was approved for SWM and comments pertaining to the preliminary design were forwarded to CLSI. BRM will be scheduling a meeting with the Town engineer to get their feedback on the design prior to moving forward with the preliminary plan design. All structural design relating to the bridge on O'Brien will be handled at the final design stage.

Willow Ponds – BRM has reviewed the preliminary plan submission and are formulating comments and minor comments were received relating to floodplain issues. As of this date, no comments have been received from the City on this project. We are still waiting to hear from SHA on possible TAP funding for this project.

FINAL:

Langdon Property (City of Westminster) (DNR Grant Funds \$900,000.00 and SHA-TAP Funds \$980,000.00) – BRM is still waiting for comments from SHA on the final plan submission. Upon receipt, changes will be made relating to comments received at the Final Review Meeting and final P. S. & E. will be sent to SHA for approval to go out to bid. BRM staff is still looking for sites to dispose of the remaining 30,000 cu. yds. by rail; some of the material will be used to fill the New Windsor WWT Lagoon.

Merridale Gardens/Senior Center (Mt. Airy) (DNR Grant Funds \$425,000.00) – BRM issued preliminary plan approval for stormwater management. BRM will move forward with contacting the downstream property owners to discuss the Discharge Permit. State and Federal Permits, forest conservation exemption, and the Town's approval will be required on this project.

Shannon Run/Hawk Ridge Estates (Town of Sykesville) (DNR Grant Funds \$600,000.00) – Work has been completed on the sediment removal and all disturbed area has been stabilized at Shannon Run. The Hawk Ridge facility is ready to go out to bid for a winter construction. Shannon Run Phase 2 is scheduled to start construction in the Spring of 2018. Excess materials from these two (2) sites will be transported to the Dulaney fill site on Klees Mill Road.

CONSTRUCTION STAGE:

READY FOR CONSTRUCTION:

Manchester Skate Park (Town of Manchester) (SHA-TAP Funds \$756,023.00) – Staff have been meeting with DNR and MDE relating to the new findings of brook trout below our project site and the impact the project may have on the trout. The construction date for this project is current in the air due to this issue. BRM will continue to work with SHA on getting the paperwork and plans ready for construction.

UNDER CONSTRUCTION:

Blue Ridge Manor (New Windsor) (DNR Grant Funds \$250,000.00) – T. B. & H was the low bidder for construction of this project at \$429,900.00 and has started construction at the site. Notification cards were sent to surrounding property owners relating to the construction starting. Excess material will be hauled to the WWT Lagoon.

COMPLETED WAITING FOR STABILIZATION:

Small Crossings/Savannah Estates (Hampstead) (DNR Grant Funds \$300,000.00) – Construction has been completed and the landscaping has been installed. Need to get parcels transferred to the Town.

TREE PLANTING PROJECTS:

PLANTING PHASE:

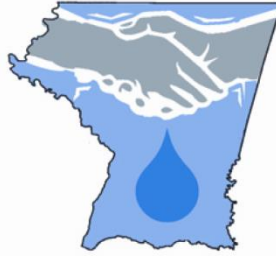
Municipal Tree Planting (Carroll County Tree Planting Phase III) – Maintenance costs for the fall 2017 will be covered by County funds. Once the contractor is relieved of their responsibility, the municipalities will be responsible for maintenance.

City of Westminster – Trees were planted on 7.68 acres owned by the City of Westminster in November 2015. The County will fund the three (3) year maintenance ending in the fall of 2018 for \$13,866.30. Upon completion of the contractor's obligation, the City will be responsible for maintenance of the planting.

Town of New Windsor – Trees were planted on 2.2 acres owned by the Town of New Windsor in November 2015. The County will fund the three (3) year maintenance ending in the fall of 2018 for \$7,618.70. Upon completion of the contractor's obligation, the Town will be responsible for maintenance of the planting.

Carroll County Water Resource Coordination Council

Hampstead * Manchester * Mt. Airy * New Windsor
Carroll County Health Department



* Sykesville * Taneytown * Union Bridge * Westminster
Carroll County Government

WRCC Meeting Summary December 20, 2017

Attendees:

Steve Miller	Perry Jones	Brenda Dinne	Bonnie Bevard
Christy Collins	Jeff Glass	Kelly Martin	
Frank Schaeffer	John Dick	Sean Hartman	
Dick Swanson	Tom Devilbiss	Joanna Reznik	
Jim Wieprecht	Gale Engles	Janet O'Meara	

Opening Statement

The meeting was called to order by Frank Schaeffer at approximately 2:30 p.m.

The November 15, 2017 meeting summary was approved as written on motion of Mr. Wieprecht, seconded by Steve Miller and carried.

Update on Municipal Projects – Gale Engles

Gale Engles, Bureau of Resource Management, provided an update on the municipal restoration projects. A copy of that report is attached to this meeting summary.

Future Agenda Items

Dick Swanson shared that Monica Weirbach appreciated her on-site learning experiences of field trips, and recommended that practice be continued. Mr. Swanson would like an update on the Sykesville stream erosion and the studies to get downstream credits. He would also like an update on whether it is economically profitable to install pervious sidewalks.

Steve Miller suggested inviting Dan Staley to discuss rainwater harvesting.

Jeff Glass suggested anything related to promoting water reuse as a future agenda item.

Brenda Dinne suggested salt management plans.

Deep Run Discharge Permit – Tom Devilbiss and Sean Hartman

Tom Devilbiss and Sean Hartman did a presentation on the Town of Hampstead Waste Water Treatment Plant discharge permit into Deep Run. They provided a history and proposed implementation, as well as discussing the potential impacts to Deep Run.

Other

Brenda Dinne stated that a workshop for 12SW/SR permittees is tentatively scheduled to be held on February 16, 2018 from 1:00 pm - 3:00 pm at Carroll Community College. She will share more information in early January.

Updating will need to be done for the two year milestones for the WIPS and also the next two year milestones will need to be approved at the January meeting.

Brenda also talked about the Town of Hampstead's newsletter. She pointed out that they took the Homeowner BMPs for Stormwater brochure and over the course of two newsletters, added the text. This is another way to do public outreach and education.

Christy Collins reported that Roger Steger, Superintendent of the Town of Hampstead has retired. The new Superintendent is Kevin Hann and the Assistant Superintendent is Toby David.

Adjournment

The meeting adjourned at approximately 4:00 p.m. The next regular meeting is scheduled for January 24, 2018 at 2:30 p.m. in Room 105 of the County Office Building.

**TOWN
PROJECT STATUS
December 19, 2017**

FUTURE PROJECTS:

Union Bridge Project (DNR Grant Funds \$250,000.00) – BRM is looking at the opportunity to retrofit the Elmer Wolfe Elementary School facility. This would treat 4.6 acres of impervious area. Contact will be made with the BOE to discuss this project.

Prospect Road (Mt. Airy Frederick and Carroll) – The engineering RFP for a watershed study is currently out to our term contractors and proposals are due January 12th. BRM will be applying for grant funding in early 2018 through the Bay Restoration Fund for construction in FY 2020.

DESIGN STAGE:

RFP:

CONCEPTUAL:

Shiloh Middle School – R. K. & K. will be submitting revised concept plans in mid-January and BRM staff will meet with the BOE to discuss the project. The existing facility will be retrofitted with a new storm drain installed from the road to the facility. BRM will be submitting a “Letter of Intent” for the DNR Trust Fund in January.

Twin Ridge (Mt. Airy – Frederick County Side) – CLSI will be submitting revised concept plans on December 22nd addressing Chris’s comments for Martin’s review. BRM staff feels the concept plans will be approved in several weeks.

Whispering Valley (Manchester) (DNR Grant Funds \$375,000.00) – Information is in BRM for staff review. BRM feel good about the design and will be scheduling a meeting with the property owners of the parcel to discuss the concept plan after the holidays. Off-site storm drain system needs to be discussed with property owners that will be affected by the proposed work.

PRELIMINARY:

Robert’s Mill (DNR Grant Funds \$1,000,000 and CBT Grant \$75,000) – BRM is waiting for CLSI to resubmit the revised preliminary plans which should be in for review by the end of the year. Comments received from the Town’s engineering were minor and are being addressed by CLSI.

Willow Ponds – R. K. & K. are addressing preliminary plan comments from BRM and the plans should be ready for preliminary plan approval when submitted in January. We are still waiting to hear from SHA on possible TAP funding for this project.

FINAL:

Langdon Property (City of Westminster) (DNR Grant Funds \$900,000.00 and SHA-TAP Funds \$980,000.00) – CLSI should be submitted revised plans based on SHA comments by the end of the week. The next submission to SHA will be the P. S. & E package requesting approval to go out to bid. BRM staff has located a potential disposal site for the remaining 30,000 cu. yds.; some of the material will be used to fill the New Windsor WWT Lagoon.

Merridale Gardens/Senior Center (Mt. Airy) (DNR Grant Funds \$425,000.00) – The structural design submitted had various changes which needed to be made by the engineer. BRM will schedule a meeting with the downstream property owners to discuss the permanent easement upon receipt of the signed letter from the Town.

Shannon Run/Hawk Ridge Estates (Town of Sykesville) (DNR Grant Funds \$600,000.00) – **Shannon** - We are currently awaiting a scope amendment from CLSI on the design regarding geo-tech work on the work which needs to take place on the barrel pipe. We are anticipating construction of Shannon to occur in the late Spring of 2018.

CONSTRUCTION STAGE:

READY FOR CONSTRUCTION:

Hawk Ridge (Town of Sykesville) – This project is ready to go out for bid. The excess material will be disposed of at the Dulaney Property. This RFP will be sent to our term contractors this week with proposals due in mid-January.

Manchester Skate Park (Town of Manchester) (SHA-TAP Funds \$756,023.00) – County staff will be having a follow up meeting with MDE and DNR on January 3rd to discuss options to address temperature concerns of the facility. BRM will continue to work with SHA on getting the paperwork and plans ready for construction.

UNDER CONSTRUCTION:

Blue Ridge Manor (New Windsor) (DNR Grant Funds \$250,000.00) – T. B. & H is actively working on the retrofit of this facility. The slopes are currently being excavated; upon completion, the filter media will be added to the bottom of the facility. BRM staff anticipates that this facility could be completed by mid-February, weather permitting.

COMPLETED WAITING FOR STABILIZATION:

Small Crossings/Savannah Estates (Hampstead) (DNR Grant Funds \$300,000.00) – Construction has been completed and the landscaping has been installed. Need to get parcels transferred to the Town.

TREE PLANTING PROJECTS:

PLANTING PHASE:

Municipal Tree Planting (Carroll County Tree Planting Phase III) – Final payment was made to the contractor; therefore, this project will be removed from the list next month.

City of Westminster – Trees were planted on 7.68 acres owned by the City of Westminster in November 2015. The County will fund the three (3) year maintenance ending in the fall of 2018 for \$13,866.30. Upon completion of the contractor's obligation, the City will be responsible for maintenance of the planting.

Town of New Windsor – Trees were planted on 2.2 acres owned by the Town of New Windsor in November 2015. The County will fund the three (3) year maintenance ending in the fall of 2018 for \$7,618.70. Upon completion of the contractor's obligation, the Town will be responsible for maintenance of the planting.

PROPOSED TOWN PROJECTS

PROJECT NAME	CITY/TOWN	ENGINEERING STATUS	CONSTRUCTION STATUS	EMCUMBERED TO DATE
Twin Ridge	Mt. Airy	Conceptual		\$82,349.00
Prospect Road	Mt. Airy	RFP Out for Watershed Study		
Merridale Gardens	Mt. Airy	Final		\$124,950.00
Shiloh Middle School	Hampstead	Conceptual		\$23,293.00
Small Crossing	Hampstead	Completed	Completed	\$431,519.94
Manchester Skate Park	Manchester	Completed	Not Started	\$82,116.00
Whispering Valley Phase 4	Manchester	Conceptual		\$56,160.00
Blue Ridge Manor	New Windsor	Completed	Under Construction	\$483,245.00
New Windsor Railroad Wetland	New Windsor	Preliminary Conceptual (BRM)		
Shannon Run	Sykesville	Final		\$519,052.00
Hawk Ridge Section 1	Sykesville	Completed	Out for Bid	
Robert's Mill	Taneytown	Conceptual		\$140,750.00
Elmer Wolfe (\$500.00 on Buckey)	Union Bridge	NOT STARTED		\$500.00
New Windsor Railroad Wetland	Westminster	Final		\$402,190.45
Willow Pond	Westminster	Preliminary		\$190,493.00
Greens of Westminster	Westminster	NOT STARTED		

Total does not include Twin Ridge

Updated 12/20/17

NOTE: Twin Ridge is not covered under the MOA (Frederick County side of Mt. Airy)

Total	\$2,454,269.39
Awarded Grants	\$5,760,984.00
Pending Grants:	
Willow Pond (TAP)	\$2,643,768.00