

CARROLL COUNTY DEPARTMENT OF PUBLIC WORKS
MINUTES OF UTILITIES ADVISORY COUNCIL
August 25, 2011
Carroll County Government Office Building
225 N. Center Street, Rm. 003
Westminster, Maryland 21157-5194
7 p.m.

Attendees: *Council:* Michael Wilmore, Ellen Dix, Kevin Hann

County Staff: Tom Rio, Jeff Topper, Sheree Lima, Joe Barrington, Robin Hooper, Deborah Butler, P.E., Gary Dye, Penny Gist

Absent: Council: Matt Candland; County Staff: Tom Devilbiss, Rob Burk, Jenny Hobbs

Reports

Minutes from meetings of 3/24/11 and 5/5/11: The minutes of the 3/24/11 meeting were approved. Draft minutes of the 5/5/11 meeting will be forwarded upon their completion for approval by the council.

Master Plan updates/revisions: 3/24/11 minutes: A future change for the Westminster water service area regards an area known as Bramble Hills involving about 13 residences. The County currently operates the system. An agreement was reached between the County and the City of Westminster where the County will transfer ownership of a well on the Gesell property, located off of Maryland Route 27, including the Bramble Hills system to the City of Westminster. The easement area is being surveyed in order to move forward with the transfer of ownership. The goal for completion of the transfer is by the end of the calendar year. **No change as of 5/5/11 meeting. Update:** The easement transfer has been done. One more flow test needs to be performed. The generator failed and we couldn't get the pump to work. There are other issues; monitoring, no allocation permit at this time-the City needs approval from Maryland Department of the Environment, project is moving forward with plans, not sure when transfer will be made. Until then the County will operate the system.

Old Business

Citizen concerns:

Water Theft: Background: Ms. Michele Fluss had previously contacted the Council and Carroll County Government staff, regarding several issues. For more information, please see the 11/18/10 Utilities Advisory Council meeting minutes. **From 3/24/11 meeting:** A copy of the Carroll County Bureau of Utilities Water Theft Policy dated 10/6/10 was distributed to council members. The fine is now \$1,000; used to be \$500. Mr. Barrington noted that a second station to legally obtain water is being established at the Freedom Water Treatment Plant. It is hoped that this will help in deterring water theft. Also, fire hydrant rings have been purchased by the Bureau of Utilities and will be placed throughout the operating system area. The durable flat rings have this warning: "Fire Department Use Only Unauthorized Use Is Theft". There have been over 20 cases of reported water theft. In most cases, the culprits are not caught in the act, making it difficult for prosecution. The fees collected for water usage have been very minimal through the court system. Mr. Candland suggested sending a letter to the judges that explains the potential damage and costs to the hydrants and the operating system. A copy of the policy could be included. Mr. Hann stated that there is also a risk of cross-contamination of water when the hydrants are opened. Subsurface damage to

pipes and connections can also occur when hydrant discharges are started and stopped due to water pressure forces. From 5/5/11 meeting: A dispensing area at the Freedom Water Treatment Plant has begun operation, with 6 users so far. The most recent water theft occurred from a hydrant on 4/29/11. Mr. Barrington passed around the fire hydrant ring that is being placed on county hydrants to prevent water theft. Fifty rings have been ordered so far and it is hoped that about 250 will be placed eventually. Mr. Wilmore stated it's important for the public to know that violators are being prosecuted to the extent possible. There was discussion as to whether the fine should be posted. If the fine is not paid then it would be taken to court. Mr. Hann noted that the Town of Hampstead locked their hydrants in the past, which is costly; thieves won't pull along Main Street due to this but they will go to a secluded spot. It was suggested that criminal records be checked to determine if the water thieves are wanted felons. **Update:** The water theft policy was discussed again to gain more understanding. Civil charges don't show up on the record; only criminal charges. So far, 300 hydrants have had the ring installed. They are being installed at the same time as the hydrants are flushed. The water filling station addition at the Freedom District Water Treatment Plant will make it easier for companies to legally obtain water. Staff from Public Works, County Attorney's Office, Accounting and Risk Management is working on a bulk water sales implementation plan and on changes to the County code. Mr. Hann asked when the rates will be in place. Mr. Topper stated before next summer (pool filling season). Ms. Dix asked if customers will get a letter to become informed about the service – public notification or advertisement will be developed.

Ms. Dix has received calls from the Freedom Area Citizens Council regarding water theft. She mentioned scenarios. The fire hydrant ring removes any doubt about whether it's theft; you know trespassing has occurred when there's a sign of tampering with the ring. Mr. Wilmore noted that recouping funds to repair damage to the operating system is a serious issue. Mr. Topper noted that second offenders and beyond could possibly be posted on the website. Discussion ensued: need to determine if that is legal. If there aren't many views on the site, that might not be a big deterrent. Mr. Wilmore stated that fines aren't posted on the Maryland court case search site; no repeat offenders so far.

Bark Hill area representative: **Update:** The council still needs a representative to fill the balance of the term that expires December 31, 2011. Commissioner Robin Frazier may have an opportunity to announce the vacancy at a community meeting. Mr. Hann inquired about the size of the Bark Hill system – two wells service about 55 connections.

Business community representative: **Update:** Ms. Dix will speak with some business owners to see if someone is interested in filling this vacancy.

Freedom area representative: **Update:** The council and staff welcomed Ms. Ellen Dix to her first meeting. The balance of the term expires December 31, 2012.

Department of Public Works' 8/18/10 request to consider a rate study of equivalent dwelling units versus meter connection fees: *Background from the 8/26/10 meeting:* Mr. Evans wrote a memo to Steve Powell, Chief of Staff, dated 8/18/10 regarding calculation of water and sewer rates, a copy of which was mailed to the Council. In that memo, Mr. Evans proposed an engineering rate study to determine connection rates and maintenance fees based on equivalent dwelling units and asked to require the engineer to make a recommendation on equitable methods of calculating user rates as well. At the 8/26/10 meeting, a scenario using a 2" meter connection and equivalent dwelling units was explained to the Council. It was thought that using the equivalent dwelling units for calculation of maintenance fees would be more equitable especially regarding small versus large lots. Only a few meter sizes are used and they do not well represent the wide ranges of customer connection flow rates. Gary Dye

noted that in cases of fire emergency, a bypass would take effect to allow for adequate supply. From 11/18/10 meeting: There is a line item in the Bureau of Utilities Capital Budget set apart as a future water and sewer rate/allocation study. From 3/24/11 meeting: This line item has been removed from the current Capital Budget. Staff will meet to discuss alternative means and put together a recommendation. From 5/5/11 meeting: Mr. Rio noted that the County wants to come up with a resolution, but since this is not an immediate concern, attention has gone to other issues. Mr. Wilmore asked if there are a lot of businesses connecting. Mr. Candland stated there isn't a lot of activity. **Update:** Mr. Rio stated this agenda item remains at a stand-still. Staff is unable to come to a consensus. There would be issues with either scenario. We are trying to develop an asset management program that will help with rate setting based on the age, condition, etc. of the County's assets. A module for addition may be requested in the budget for fiscal year 2013. Once the assets and maintenance records are backlogged on the system, more accurate rate setting can occur. The system has the geographic information element; can use it like that but it's not geographic information system (GIS) based. This topic will be removed from future agendas until the asset management program is in place. (See Asset Management topic for more information.)

Department of Public Works' 8/3/10 letter to Maryland Department of the Environment reference Hampstead Wastewater Treatment Plant: *Background from the 8/26/10 meeting:* Mr. Evans wrote a letter to Shari Wilson, Maryland Department of the Environment, dated 8/3/10 regarding the Hampstead Wastewater Treatment Plant biological nutrient removal/enhanced nutrient removal upgrades in follow up to his 6/17/10 letter (copies of which were mailed to the Council). The Hampstead Wastewater Treatment Plant is a candidate for biological nutrient removal/enhanced nutrient removal upgrades. Funding of \$200,000 was allocated to assist with this project, which would only be a fraction of what would be needed. The County has been working under a consent agreement waiting on an alternate effluent limit for temperature for several years. The biological nutrient removal/enhanced nutrient removal requirements may be effected by temperature, so planning and construction cannot move forward until temperature limits are received from Maryland Department of the Environment. Mr. Evans' letter says that we cannot go forward until we know what our permit limits are. From 11/18/10 meeting: Maryland Department of the Environment communicated last week that they will be sending a response within a month regarding the temperature limits. From 3/24/11 meeting: Maryland Department of the Environment has still not responded. Mr. Candland serves on the Water Resources Coordination Council. This council has discussed the issue of total maximum daily loads. There are still many uncertainties that must be addressed before any changes to the Hampstead Wastewater Treatment Plant can be implemented. From 5/5/11 meeting: Mr. Candland stated that at the 5/4/11 Water Resources Coordination Council meeting discussion was raised about total maximum daily loads regarding the withholding of permits if there's not enough reduction in load. Focus would be on the wastewater treatment plant getting the permit. Point source and non-point source will have an impact on the funding and operations. Until further direction is given, we are operating under the current permit. **Update:** Mr. Rio reiterated that the County has an on-going consent order, which is being maintained. It is thought that a chiller won't be necessary for now. Mr. Hann asked if the plant has been in violation much due to the warm weather conditions. Mr. Barrington stated 90 plus days of violation. Recent lightning storms damaged the flow meters that measure effluent and the temperature sensors. Repairs are to begin tomorrow. No data has been collected for two days.

DPW's 8/3/10 letter to Maryland Department of the Environment reference Freedom District Wastewater Treatment Plant: *Background from 8/26/10 meeting:* The Council was reminded that the plant is owned and operated by Maryland Environmental Service; located on state property; collection and operations by the County. It also serves the

wastewater treatment plant needs for the State's Springfield facility. Mr. Evans wrote a letter to Stephen Luckman, Maryland Department of the Environment/Water Management Administration, dated 8/3/10 regarding the Freedom District Wastewater Treatment Plant Permit #10-DP-0670 and MD0021512, a copy of which was mailed to the Council. In that letter, Mr. Evans requested a public hearing on the tentative determination to reissue the State Discharge Permit. The County and Maryland Environmental Service are working on upgrading the plant to enhanced nutrient removal status. The County would be significantly responsible for the cost of design and construction. The County is concerned about the construction schedule since there isn't an agreement with the State about how much enhanced nutrient removal funding will be available for completion. New limits are being proposed on the amount of copper that can be in the discharge that isn't consistent with what is in the water. Additional biomonitoring and toxic chemical testing will be required by the tentative determination. Mr. Evans asked for an articulation of the basis for Environmental Protection Agency's decision that the entire whole effluent toxicity ("WET") screen be run, when we are not aware of sufficient indication of the presence of toxins to warrant the heightened protocol. Mr. Luckman responded to Mr. Evans on 8/18/10, a copy of which was distributed to the Council at the August 26, 2010 meeting. A footnote will be included in the permit noting that the copper limit may be modified per Code of Maryland Regulations 26.08.02.03-2D (4). The additional biomonitoring testing is based on the whole effluent toxicity test results and Environmental Protection Agency's revised guidelines. Additional reasoning for the added testing is noted in the letter. Environmental Protection Agency's guidelines do not allow flexible language in the construction schedule in the discharge permit. A Consent Agreement or permit modification can be requested to adjust the schedule. Mr. Luckman suggested a meeting (which was held 9/10/10) to discuss issues rather than scheduling a hearing, since no other comments or requests for a public hearing were received. Mr. Wilmore inquired about total maximum daily loads. Total maximum daily loads are not defined for all items that are discharged. The Environmental Protection Agency's total maximum daily load limits are watershed based and include all sources. From 11/18/10 meeting: Maryland Department of the Environment responded to Maryland Environmental Service and the Department of Public Works that they are adhering to the criteria. From 3/24/11 meeting: Ms. Lima recently spoke with Maryland Environmental Service. .013 parts per billion is the limit as per the permit. The permit requires Freedom District Wastewater Treatment Plant to meet that limit within 3 years from October of 2010. There's a 75% chance that Maryland Department of the Environment will change the limits. Without this effluent limit change, there would be a need for expensive on-site capital improvements. The cost estimate is \$6,977,000 for the County's share. From 5/5/11 meeting: New discussion ensued regarding where alleged copper is coming from and how numbers are arrived at. Mr. Barrington noted that water from the plant has no corrosive issues and when tested at homes, they're not seeing it either. So the source of the alleged copper is not known at this time. Streams in the United States are analyzed to get a basis for numbers. Plants are not to introduce more copper than what is in the stream.

Update: Ms. Lima gave a presentation: The new National Pollutant Discharge Elimination System permit gives a limit for "Total Recoverable Copper" of 0.013 mg per liter which will become effective three years after issuance of permit or October of 2013. The permit also gives a monthly average loading limit of 0.380 pounds per day. Currently the concentration of copper in the plant's effluent averages around this level. Simply put, the plant will be out of compliance approximately 50% of the time without some change or reduction of the copper levels.

One reason the limit is set so low is the effluent discharges to an interim stream before going into the Patapsco River. Maryland Environmental Service has suggested to Maryland Department of the Environment that the outfall be changed to discharge directly into the

Patapsco. If they accept this solution the copper limit would be removed from the permit. Maryland Environmental Service sent a letter to them last week with this suggestion and has not yet gotten a response. It would cost approximately \$20,000 to \$30,000 to move the outfall.

In the past Environmental Protection Agency used a formula based on the hardness of the water to set the copper limit. They changed that standard and hardness is no longer considered in the calculation. Maryland Environmental Service has an engineer working with La Plata, Maryland, dealing with the same issue and he believes Maryland Department of the Environment may still accept the calculation based on the hardness. Maryland Environmental Service could adjust the hardness of the discharge by adding lime. Maryland Environmental Service has sent a report to Maryland Department of the Environment using this methodology. Maryland Environmental Service has not heard from them on this issue.

The final option and most expensive would be to remove copper with chemicals at the Freedom Wastewater Treatment Plant.

Discussion ensued. Mr. Wilmore noted that the newspaper reported that the Commissioners approved a budget of \$7 and \$9 million for the Freedom area. He asked how much improvement we are getting for \$16 million. Mr. Rio stated there will be 65% reduction in nitrogen and 20% reduction in phosphorous which addresses enhanced nutrient removal. The two have to be there for problems to occur; nitrogen is more important to address. Ms. Lima stated that costs are based on 30% design completion. Mr. Wilmore asked why the County has to do the upgrades and if there is an alternative to having Maryland Environmental Service as the operator. Mr. Rio stated that upgrades are mandated through the plant's National Pollutant Discharge Elimination System permit and needed to meet the enhanced nutrient removal requirements and there are no other alternatives for operating the plant. The Freedom District Wastewater Treatment Plant is owned by Maryland Environmental Service and through a perpetual contract dating from the 1970's the County has agreed that Maryland Environmental Service be the operator of plant. Mr. Hann stated the County pays 80% of the cost to operate the Freedom District Wastewater Treatment Plant. Ms. Dix asked that if the Springfield Hospital Warfield Complex collection system is taken over by the County, will the percentage decrease. The County is still faced with the percentage going up. Mr. Barrington said it may work out if future tenants pay us for water and sewer flows. It depends on the number of offices at the complex. Mr. Hann noted that 67 Maryland plants are being forced into reducing nitrogen and phosphorous discharges. Mr. Wilmore asked if there were alternatives that would provide greater nitrogen and phosphorous reductions. He is concerned about future more stringent rules that could void currently planned upgrades. A plate membrane system is attractive if Maryland Department of the Environment requires more. Mr. Rio stated Maryland Department of the Environment doesn't want to fund a membrane system; it is more expensive to install, operate and maintain; would have to re-do engineering. Maryland Department of the Environment will not fund the membrane system due to the cost. Mr. Barrington noted that in the long run, costs come out the same. Mr. Topper said if the Bardenpho process doesn't work, Maryland Environmental Service has to finance it. Capital costs go by allocation at 75/25; operating costs go by flows at 85/15. Mr. Rio noted we are not going to make the deadline regarding the upgrade. Maryland Environmental Service and Maryland Department of the Environment are negotiating a Consent Agreement with an alternative deadline. Any deadline delays will not be the responsibility of the County. Mr. Wilmore asked if they are going to make us do total daily maximum load. Mr. Barrington stated there are no numbers to look at; maybe next month. Mr. Wilmore thinks looking at the watershed is a good idea.

Water Sleeve Across Maryland Route 26 near White Rock Road, Eldersburg: From 3/24/11 meeting: Mr. Wilmore noted that due to a current private development that there is on-going road work with traffic control features on Maryland Route 26 just east of White Rock Road. Since this area is in a future expansion area, would it make sense to consider adding a sleeve across the road at this time, which would avoid the need for jacking and boring in the future now? State Highway Administration might allow a cheaper cut and cover operation if we could sequence the traffic safely. With the sleeve in place, a water line can be inserted and slipped through at a later time. Of course, to accomplish this would require the cooperation of the State Highway Administration, Carroll County Public Works, and the contractor. Mr. Barrington noted that the County has considered this since there are currently several small lines that cross Maryland Route 26. As lines fail, the line can be run from the loop rather than running another line under Maryland Route 26. This procedure would cost less than 20 small lines. There would be strategic points in the system to allow for easy access for repairs. The project has not moved forward before because it is not a pressing need. **No change as of 5/5/11 meeting.** **Update:** With the roadwork essentially complete, this option is no longer valid.

Town of Sykesville Water Pipe Replacement Request: From 3/24/11 meeting: Copies of a Carroll County Times article entitled “Board to consider replacing Sykesville water pipes” were distributed. Mr. Candland, Commissioner Howard and Mr. Barrington were quoted in the article regarding the need for replacement. During this council meeting Mr. Barrington stated this winter there have been 26 residential leaks and 6 leaks on the County’s side. Mr. Hann said the Town of Hampstead had an unusual amount of leaks in December. Mr. Candland stated portions of the Spout Hill Road roadway is compromised and will be paved after the leaks are fixed. This project is not in the town’s budget; it’s an emergency measure. Mr. Barrington explained generally what happens when failures occur. From 5/5/11 meeting: A total of 1,015 linear feet of water and sewer line was replaced on Spout Hill Road. Mr. Candland stated it will be about two years until the project is paved. Spout Hill Road is worked on in this manner every 20 years or so. **Update:** Mr. Topper noted that repairs to leaks along a portion of Spout Hill Road have been completed; another portion started. Staff met with the State Highway Administration to discuss resurfacing the roadway; asked the State to do it and then turn the road over to the Town of Sykesville. This would be a cost-saving measure for the County. Mr. Wilmore stated a similar situation occurred in Elkton, Maryland. Mr. Wilmore asked if the Town will then get that share of gas tax revenue. Ms. Butler, Bureau Chief of Engineering, explained the State and the Towns prepare an annual report which shows the mileage of the roadway owned. Increases/deductions are shown.

Environmental Protection Agency’s Total Maximum Daily Load Implementations and Impact on Water and Sewer Users/Operations: From 3/24/11 meeting: Mr. Rio noted that Tom Devilbiss, Acting Director of Land Use, Planning and Development, was to speak about this agenda item but could not attend. The County is starting to receive some definition. Mr. Candland stated the decision makers need to study this issue further. Just for the State Highway Administration alone hundreds of millions of dollars would be needed. For example; stormwater runoff would have to be treated before being discharged into a stream. From 5/5/11 meeting: Mr. Devilbiss spoke to the Council regarding what the Environmental Protection Agency and Maryland Department of the Environment want to accomplish. Major plants are scheduled to be worked on to get their enhanced nutrient removal to meet the total maximum daily loads stipulation. Part of the strategy to do this is to either have the plants on line or in the construction phase by 2017. Various areas were studied within the County: agricultural run-off, urban run-off, septic systems (30,000 pound reduction), wastewater treatment plants. Stormwater management areas were retrofitted at a significant cost and it only amounted to a 300 pound reduction. Smaller ones may have to be done in order to meet the goal year. Technically there should be no new septic systems

allowed. Also, we cannot connect homes with failed systems on lots too small to make repairs to existing facilities because there is no excess capacity remaining at existing wastewater treatment plants in most of the towns. Mr. Barrington noted that compostable items and animal fat that end up going down drains are hard to treat and deal with at plants. Mr. Candland stated that Montgomery County has a stormwater utility similar to a water and sewer system and is front-foot benefit assessment funded. Stormwater systems in Carroll County aren't interconnected to go to one area. This is an unfunded mandate that would be passed on to users of the system. **No change.**

Bureau of Utilities Fiscal Year 2011-2012 Operating Budget: (For background see minutes of 3/24/11.) From 5/5/11 meeting: Ms. Hooper explained that the only change to the operating budget is that the Board of County Commissioners voted to do a water main looping project along the proposed Dickenson Road Extended project. Funding was added to an amount already requested. Completing these two projects at once will result in cost and time savings. Plus, design is being done in-house. **No change. See new business section regarding Community Investment Project Budget.**

Discussion on rates: From 5/5/11 meeting: Ms. Hobbs stated rates will stay the same due to a flat budget. Factors considered: Consumption was reviewed; the County is expecting about \$100,000 less in revenues (some in reserve to cover it). The financials for 2010, as prepared by the Comptroller's Office, overseen by an external auditor, are available on the County's website or hard copies can be requested. Mr. Wilmore noted that the Town of New Windsor announced a huge increase in rates. **No change.**

Asset Management: From 5/5/11 meeting: Mr. Rio spoke on asset management, which Mr. Topper, Mr. Barrington and Ms. Lima are spearheading. This involves the use of a data base with a geographic information system (GIS). Data is entered regarding utility projects, for example, location, date installed, etc. This will enable a better determination of funding. Reserves are being set aside now but we will know what is really needed once the data base is completed. Initial, basic work is being done in-house and is slated to be done within a year. The oldest project is the Freedom area projects from the 1960's.

Mr. Hann asked about the status of the crack in the main gravity sewer line going to the Hampstead Wastewater Treatment Plant. Mr. Barrington said a 28' piece of pipe was replaced. An inspection camera was used, which showed groundwater still coming through the gravity pipes. Wastewater was not found going out into the ground. There is another point almost as bad that hasn't collapsed yet.

Update: Mr. Rio noted that progress continues on the asset management system project and noted that the Bureau of Utilities' budgets will greatly benefit.

New Business

New Maryland Water Regulations: Mr. Wilmore asked if there are any new water regulations council should be made aware of – No. Ms. Dix brought up a number of incidences where she thought things were not done properly by contractors or County agencies. Mr. Rio asked her to meet with him to discuss the issues in detail.

Bureau of Utilities Fiscal Year 2013-2018 Community Investment Project Budget: Mr. Dye, Utilities Engineer, presented this budget to the Council. The budget is scheduled for delivery to the Management and Budget Office on 9/1/11. Discussion ensued regarding need, purpose and costs of projects. Mr. Wilmore recommended the Community Investment Project Budget be approved by the Council. Seconded by Mr. Hann; Ms. Dix in agreement.

Homeowner Education to Reduce Maintenance Burdens: Mr. Barrington presented information. 1. Replace toilet flappers once a year. 2. To reduce amount of kitchen grease poured down the drain, place it in a container in the freezer to fully solidify, then throw it in the garbage. Kitchen grease is the number one issue with maintaining and operating systems. It was asked if this information could be placed on the invoices. This cannot be done due to space issues. There is no funding for advertising. The homeowners' associations in the Freedom area could be given the information for their newsletter. Also it can be placed on the website.

Discussion on rates – Ways to Reduce Expenses: Mr. Wilmore noted that smarter long term planning in order to reduce expenses should be focused on more than immediate items. Mr. Barrington stated the asset management system will address long term planning. The immediate, emergency-type items and general operation and maintenance items will be better planned for through the use of the system. Various regulations require the County to address items. Mr. Hann stated that after the 9-11 attacks, security at water and sewer facilities has become a huge issue. The County is currently using an atlas system. Basically drawings were superimposed on a sort of “map”.

Springfield Water Tower Leaks and Metering: Mr. Barrington noted that this is still a concern. Mr. Wilmore asked if the lines can be metered – not with the size line that is there. The County will ask Maryland Environmental Service about eliminating the tower. If this problem persists, then part or all of their system could be shut down from time to time. Ms. Dix noted that Paula Langmeade, Maryland Environmental Service, is aware of the tower's condition. People have reported having no water. Repairs have been done several times with no continual success.

Baltimore Gas and Electric 50% Offer on Energy Saving Upgrades: Mr. Wilmore asked if it is logical to upgrade. Messrs Topper and Barrington and the Bureau of Purchasing attended a Maryland counties joint meeting. The offer entails coordinating with other Counties to receive a 50% reimbursement. No decision has been made.

Verizon Projects: Mr. Topper stated that Verizon is paying to remove and replace antennae on several of the Bureau of Utilities' towers.

Take-Home Vehicles: Mr. Rio stated that the County's take-home vehicle policy has been curtailed quite a bit in an effort to save funds.

The meeting was adjourned. The next meeting will be held on 11/17/11 at 7 p.m. at the Carroll County Government Office Building, 225 N. Center Street, Rm. 003, Westminster, Maryland.

cc: *Council Members*
Thomas J. Rio, Director of Public Works
Jeffrey Topper, Deputy Director of Public Works
Joe Barrington, Chief, Bureau of Utilities
Sheree Lima, Financial Manager, Department of Public Works
Robert Burk, Comptroller
Thomas S. Devilbiss, Acting Director, Land Use, Planning & Development
Robin Hooper, Budget Analyst, Department of Management & Budget
Jenny Hobbs, Financial Analyst, Department of the Comptroller
Steve Powell, Chief of Staff, Board of County Commissioners
Utilities Advisory Council File

Handout: Community Investment Plan for Fiscal Years 2013-2018

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