

**CARROLL COUNTY DEPARTMENT OF PUBLIC WORKS  
MINUTES OF UTILITIES ADVISORY COUNCIL  
November 19, 2015  
Carroll County Government Office Building  
225 N. Center Street, Rm. 007  
Westminster Maryland 21157-5194  
7 pm.**

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

Absent: Jeffrey Topper

*County Staff*: Jeff Castonguay, Wanda Brandenburg

Meeting opened by Mr. Castonguay.

### **Reports**

**Minutes from meeting of 6/18/15:** Minutes from June 18, 2015 were presented at the meeting. The Council, on motion of Mr. Hann, seconded by Mr. Miller, and carried by Mrs. Dix & Mr. Wilmore voted to approve the minutes of the 6/18/15 meeting.

### **Council members' status:**

- a. **Freedom Area business community:** Update 11/19/15 – No change in status of business membership. Mr. Miller and Mrs. Dix expressed a desire to serve an additional term on the committee. Wanda notified Denise Hoover in the Commissioner's Office who will present to the Commissioner's at the next Board and Committee meeting.
- b. **Bark Hill/Pleasant Valley:** A representative is still needed.

### **OLD BUSINESS**

#### **I. Community Investment Plan (CIP) Budgets:** Updated 11/19/15 –

- a. **Water and Sewer study** – The scope of the project was expected to be complete the last week of November and to go out to bid in December. Contractor reviewing previous Freedom Study from 1998 and Hampstead Study from 2009 and 2013 to ensure that we have a comprehensive study. The previous studies are what drove the Capital Improvement Projects to date.
- b. **Freedom WWTP ENR upgrade project** – The ENR tank one is 80% complete. The clarifier was rehabilitated and is expected to be on-line the last week of November. The new screen and grit removal system will be 100% operational the last week in November. A \$180,000 dollar credit is due to the County from less grit being removed than originally planned for.
- c. **Hampstead WWTP ENR upgrade project** –GMB is expected to provide 90% drawings by December 1. The Discharge Application is complete including the BTR MOU. We are waiting on Janice from MDE to approve the Hampstead amended w/s master plan. The project cost is \$19 million. There will be two discharge locations. The new line will go to Black and Decker and into Piney Run.
- d. **Houcksville Road/Lower Beckleysville Road Line update** – The Shiloh Pump Station 60% design has been submitted and reviewed. We met with State Highway Administration and will follow up with them on alignments of road crossings. The project will be broken up into two phases. One includes going through the farm and County land to accommodate the solar array project and the farmer's planting. The agreement has been signed with Mr. Cole. This project

will allow some properties currently discharging flows to Robert's Field to be diverted to Shiloh PS.

- e. **Westminster Septage Facility upgrade project** – The 90% drawings have been received and are under review. A plan review meeting is set for December 15. The project cost is \$4.5 million.
  - f. **Pleasant Valley Water System project upgrade** – The Fire Station well is now tied into the system. A water softener and carbon filtration system was added. A savings of \$4k dollars was achieved by the County due county personnel performing the work that the outside contractor was to perform. Due to delays in arrival by the contractor, county personnel completed the job.
  - g. **Hampstead (MD 30) Streetscape project** – Phases 1 and 2 are complete. Phase 3, the sewer relocation work, will start during the winter months. The project is currently ahead of schedule. SHA was not meeting deadline responses to the County. A letter was sent to SHA informing them that they would be responsible for any conflicts that arose from the date of the letter forward for any design and moving of the line issues.
  - h. **Sykesville (MD 851) Streetscape Project** –A task force meeting held on November 17 met with Oasis Design to discuss what the town would want the roadway to look like once complete. The Town wanted 10 ft. wide roadway paths to keep on-street parking. Jeff commented that delivery trucks would have a difficult time getting through without hitting other vehicles. The Historical Society regulates some of the changes. Water and sewer lines will be replaced. There is a probably a lot of Inflow & Infiltration of water coming through the pump station. There is currently no room to expand the pump station but the County plans to speak with the Town to see if the station can be relocated to another area.
  - i. **Asset Management System project** – Licenses were paid for and obtained. The County is sending GIS database info and report template to EA to incorporate into the first phase of the project. The project will be removed from the Capital budget and put into the Operation and Maintenance budget.
  - j. **Relief Sewer 2, 4 & 6** –Relief Sewer #6-CDM Smith is working on the force main from Stone Manor pump station that crosses Edgewood's force main to flow gravity into Edgewood's pump station. The plan is to either run Stone Manor's Force Main parallel to gravity sewer or into Edgewood's force main versus sending Stone Manor to Edgewood to alleviate pumping twice and resulting in material going further into a septic state. Relief Sewer #2 and #4 – CDM Smith completed the study and Relief Sewer #2 is at peak flows at 42.8% and Relief Sewer #4 is at 18%. County is moving to performing spot repairs and lining the current lines. This will free up \$1.5 + million to fund other projects.
  - k. **Water & Sewer Specs** – This project has been dormant but we are looking to update over the holiday season when weather and meetings slow down. We looked at other jurisdictions for reference.
- II. **Fat, Oil, Grease (F.O.G.) information:** Udated 6/15/15 – F.O.G and Wipes in the Pipes Rack cards were given to each council member. Cards have been placed at various locations throughout the water/sewer service areas and on the UAC and Utilities website. The North Carroll Senior Center requested an electronic copy to put in their newsletter. Council members gave suggestions for contacting other agencies to promote the cards for public awareness. Recognition information on the F.O.G. card for the City of Baltimore needs to be added since they permitted us to use their flyer as a template to create our cards. Wanda will meet with the County graphic designer to incorporate this into the card.

- III. **Fluoride Costs:** Updated 11/19/15 – Fluoride is a toxic material in higher concentrations and is a naturally occurring product in water sources. It is banned in Europe and some cities through the US. A meeting was scheduled with Commissioner Howard for December 2 to move forward with removal. The Freedom Water plant staff has a form letter to send to dentists and residents within a 20 mile radius in the Sykesville area. MDE has been notified
- IV. **Freedom WTP operations Membrane** Updated 11/19/15 – A meeting with Commissioner Howard and Rothschild on the update of the plant is being scheduled. Staff has been working with GE to refine the process to stop future damage to the membranes. Due to current conditions of the membranes we negotiated 50% off current pricing for replacement (price held until 1/2017). Cost if we run the facility to a full 10 years is expected at \$1.4 million (includes escalation). Due to current projected flows, we expect we will exceed the 10 year life cycle of the membranes. We anticipate a savings of about \$200K replacing today versus waiting until 2019.
- V. **Warfield Development** –Updated 11/19/15 – CLOSE ITEM. – We are expecting the signed agreement for the land transfer. The County will take over water and sewer lines at the time of the signing. BOU is expected to receive 3R money (repair, rehabilitate and replace) from the General Fund to complete the rehab of the system. The water tower previously owned by Sykesville then transferred back to the State is now going to be owned by the Developer. This will open up additional buildable land of about 6 acres. The tower is no longer needed.
- VI. **Piney Run Reservoir** – Updated 6/18/15 –Mrs. Dix questioned why Piney Run was not considered as a main water source as opposed to a backup source? There have been many resident complaints regarding the cost of water bills. Jeff mentioned a 12 to 13% increase in raw water costs from the City of Baltimore each year now and for the foreseeable future. In 1921 the reservoir was turned over to the City of Baltimore. Prior allocation for Piney Run was taken away by MDE when the project of adding a treatment plant did not get off the ground. A new process for getting the allocation back would need to take place and residents may need to rally to the Commissioners to get this back on the table since it was the residents years ago who prevented the project from moving forward. A goal would be to use this as a backup source and send to Raincliffe for treatment.
- VII. **Gaither Manor** – Updated 6/18/15 - The Gaither Manor WWTP for the Schneider Apartments has aged and needs upgraded. The Schneider’s do not want to operate the plant any longer. They are losing money in the apartments. The County can’t get any more permits but the permit for the Schneider’s could be transferred if the County would decide to take over the system. The property is not in the priority service area at this time. We are currently looking into feasibility of operation and maintenance for the system on a more global platform to be able to service the surrounding area.

## **NEW BUSINESS**

- I. **Sprinkler System – State Requirement and existing water lateral upgrades** – The report stated that the State was looking to mandating all homes have fire suppression systems. This would require 80-90% of water laterals to be increased in size at an enormous cost to rate payers.
- II. **Winfield Elementary/South Carroll High Update – I&I, Discharge Location Update** – The discharge line is to be lined to prevent the I&I issue. An amendment to the discharge permit is underway to move the discharge upstream 50 feet to run with the South Carroll stormwater system outfall.
- III. **Fiber Network to FWTP** – The line is ready for connection. IT did not start equipment specifying nor purchasing until after the line was run versus running concurrently with the line installation. The project is still 3+ months from being complete. GE will be able to see the real time monitoring system with the new security cameras.

- IV. **MacBeth Walking Path/Water Line Loop** – Project is still under design. HTI can install the line with open cut versus boring under streams due to stream classification. Geotechnical (subsurface) investigation was not previously performed by Rec & Parks for the project. After some discussion with Rec & Parks about the 12 ft. high retaining wall and two bridges proposed for the project, Jeff recommended they do the investigation now versus waiting for a contractor coming on board and creating a major change order. BOU also needs information for subsurface soil classification to determine how much soil we will need to import into the project.
- V. **Bartholow Tank Rehabilitation** – Pittsburg Paint & Tower cleaned and inspected the tank. The inside will need to be painted. CDM is working on water model with relation to putting tank back on line with a booster pump mixer.
- VI. **Raincliffe Well Rehab** - RC2 monitoring well was drilled for operational usage well and initially flowing at 75gpm. Pricing for rehab of the bypass piping is underway and evaluation of green sand and carbon filter conditions. Testing needs to be done. 80 gpm is possible with this well. RC1 will be rehabilitated if production and cost of operations is reasonable with a quick return on investment. There is an additional well on Macbeth Way that could possibly be used for an operation well in the future that.
- VII. **FSK Force Main** – A new air release valve was installed with quick disconnects to allow a new jet line and vacuum to clear the lines. Debris in the lines (looked like concrete) decreased flows to 18 gpm. Design was for 40 gpm. The plant is running today at 38-40 gpm.
- VIII. **Proposed CIP Project for 2017-2023** – Nothing has been approved for recommended yet. Money is already being set aside for 10-15 year projects down the road. The Greenmount area was added and we updated the Gaither Manor to ACF list. Added HWWTP & FWWTP expansion for w/s master plan updates (all previous for 10+ year out planning). Update Relief Sewer 10 for pump station addition to remove line between CSX and Patapsco. SCWWTP standby generators (next 15 yrs.), tank maintenance and paint project. Shilo pump station upgrade to accommodate Greenmount and IDA expansions, moving of North pump station, increase meter installs for 1 year to get ahead. Current old meters are running 10-20% low on accurate readings. We are looking to replace 2,000 meters this year for more efficiency of the system.
- IX. **2016 UAC meeting dates** - February 25, May 26, August 18 & November 17, 2016.

The next meeting is scheduled for February 25, 2016 at 7 pm in Room 003.

The meeting was adjourned.

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

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