

**CARROLL COUNTY DEPARTMENT OF PUBLIC WORKS
MINUTES OF UTILITIES ADVISORY COUNCIL**

**September 22, 2016
Carroll County Government Office Building
225 N. Center Street, Rm. 003
Westminster Maryland 21157-5194
7 pm.**

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

County Staff: Gary Dye, Jeff Topper, Wanda Brandenburg,

Meeting opened by Mr. Wilmore. Jeff Topper introduced Gary Dye to the Board as the new Bureau Chief of Utilities that became effective July 14, 2016. Gary was working for the County as the water/sewer Engineer for the past eight years. Mr. Castonguay is now the Director of Public Works for Carroll County. Gary informed the Board that Mr. Gregory Lotz filled the water/sewer Engineer position. Mr. Lotz has a degree in Mechanical Engineering from Yale University and will be an asset to Carroll County.

Reports

Minutes from meeting of 5/26/16: Minutes from May 26, 2016 were presented at the meeting. The Council, on motion of Mr. Hann, seconded by Mrs. Dix, and carried by Mr. Miller voted to approve the minutes of the May 26, 2016 meeting.

Council members' status:

- a. **Freedom Area business community:** Update 9/22/16 – Mr. Wilmore's final term expires December 31, 2016. Mr. Hann who is in his second term will not seek reappointment when his term expires December 31, 2016.
- b. **Bark Hill/Pleasant Valley:** A representative is still needed.

OLD BUSINESS

I. Community Investment Plan (CIP) Budgets: Updated 9/22/16 –

- a. **Water and Sewer study** – George, Miles & Buhr (GMB) was awarded the contract for the sewer study. Costs came in between 1-3 million dollars depending on what percent of our system we want to include in the study. Two items were removed after being re-evaluated to cut costs. The cuts included CCTV (video inspection of the lines) and manhole work at various locations. Current on-call contractors with the County will do some of the work which will save money. Flow meters and rain gauges are being installed at various locations throughout the service area to determine needs for repairs or replacement of sewer lines. The last study was conducted in 1998. Based on industry standard for areas of relatively slow growth studies are conducted every 15-20 years so we are on pace with the timing of this study.
- b. **Freedom WWTP ENR upgrade project – Updated 9/22/16** – The original contract was \$19.5M. The County portion was \$10.5M and currently has an additional \$2.6M in change orders. The majority of the change order includes \$2M for the sludge press. The project is roughly 71% complete. Monthly progress meetings are being held all work is on schedule.
- c. **Hampstead WWTP ENR upgrade project – Updated 9/22/16** – County staff and GMB provided joint comments for presentation to MDE regarding the draft NPDES permits for Hampstead Treatment Plant and BTR. Flows will be split between Deep Run, the new discharge location, and Piney Run which is the current discharge location.

- d. **Houcksville Road/Lower Beckleysville Road Line update – Updated 9/22/16** – During the test pit, investigations showed a 6 bank electrical duct bank was constructed over top of our sewer line. This resulted in adding a new manhole and moving our alignment 15 to 20 feet over from the original alignment. All sewer work related to the SHA Streetscape Project is complete. Phase I of the sewer extension down Lower Beckleysville Road to the new headworks of the HWWTP ENR upgrade is complete. This was done prior to the solar panel construction that is expected to be complete by end of 2016 or spring of 2017. Phase 2 will be put out for bid in November and construction is expected to start in January 2017.
- e. **Westminster Septage Facility upgrade project – Updated 9/22/16** – Still waiting on review comments from MDE for the project. Estimates include construction and engineering/management costs. The original project amounts went from \$3.8M to \$4.3M and are now at \$5.4M due to some changes and unforeseen conflicts with installation of equipment into the existing building. Sewer/leachate rates for haulers are currently 6.5 cents per gallon and may increase to cover additional project costs. Final project costs will not be known until construction costs come in at bid phase.
- f. **Hampstead (MD 30) Streetscape project – Updated 9/22/16** – Our portion of this project is completed.
- g. **Sykesville (MD 851) Streetscape Project – Updated 9/22/16** – The State Highway Administration (SHA) has renamed this to the “Urban Reconstruction” project. SHA has requested letters of participation from the County and Town for commitment of participation and funds on the project. The Town has submitted their letter to SHA. Utilities requested signature authority from Board of Commissioners for Department of Public Works to submit a letter of intent to SHA. The letter commits the County’s participation of \$5.3M for the project, with SHA acting as project manager. Jeff Castonguay, Director of Public Works will sign the letter upon approval from the Board and forward to SHA.
- h. **Asset Management System project – Updated 9/22/16** - Utilities is still gathering information. This has been turned over to Greg Lotz, the new water and sewer Engineer to keep the project moving forward.
- i. **Relief Sewer 2, 4, 6 & 10 – Updated 9/22/16 - Relief Sewer #10** (Sykesville Interceptor) The study looked at the possibility of abandoning a section of 12-inch main running parallel to railroad tracks along South Branch of Patapsco River in Sykesville and installing a pump station above the tracks. The feasibility study was submitted in August. Two potential locations were identified. Study is under further review by BOU. **RS #4.** Specifications and plans to replace 400 ft of pipe and manhole lining are nearly complete. Project expected to go out to bid this fall. **Relief #6** Combining the Stone Manor and Edgewood force mains was not recommended. This would negatively impact the existing gravity main in Parrish Park. Rerouting flow path to tie in to the existing sewer below Parrish Park is an option. Currently waiting on the sewer study and model for further evaluation.
- j. **Water & Sewer Specs – Updated 9/22/16** – We obtained copies of Harford County and Baltimore County Specs for additional reference. Due to BOU schedules this will be submitted as a Capital Project to hire an outside firm for assistance in completing this project.
- k. **Raincliffe Well Rehabilitation – Updated 9/22/16** – Carbon is to be replaced in filter. Pipe design is underway for a construction permit from MDE prior to work being done. RC2 well has a 45 gpm yield. Plans are to put RC1 back into production but will have a lower yield than before the collapse. We expect to be back on-line in the spring of 2017.

1. **MacBeth Way Water Looping & Frank Brown Trail Project – New item 9/22/16** – This is a joint project with Parks & recs. The walking/biking trail and parallel 8” water main will connect two dead end sections of MacBeth Way in Sykesville. Water loop is approx.. 900’ and will improve hydraulics and water quality.
- m. **Hampstead WWTP Effluent Force Main – New items 9/22/16** - This project consists of a 6,000 ft. ± force main that will run from the HWWTP to the BTR property (Old Black & Decker) and discharge into Deep Run. BTR has a private wastewater treatment plant with a discharge permit to Deep Run. BTR and BOU are working together to maintain both discharge permits. The BTR wastewater treatment plant will be taken off line and removed. BTR’s gravity flow will be treated at the HWWTP to ENR (enhanced nutrient removal) standards. This is a much higher level of treatment.
- II. **Freedom Water Treatment Plant operations membrane - Updated 9/22/16**– The original problems and issues with the membranes are closed. New membranes are operating more efficiently and without problems. Water plant personnel still meet with GE Zenon representative periodically for follow-up.
- III. **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 land, now Liberty Reservoir, was turned over to the City of Baltimore. Prior allocation of 3 million gallons a day 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 would have to agree with the project to get this back on the table, since it was the same residents years ago who prevented the project from moving forward. An initial option would be to use this as a backup source and send to Raincliffe for treatment.
- IV. **Gaither Manor – Updated 6/18/15** - The Gaither Manor WWTP for the Gaither Apartments has aged and needs upgraded. The private owners do not want to operate the plant any longer. They claim that they are losing money in the apartments. The County can’t get any new discharge permits but the permit for Gaither Manor could be transferred to the County if the County is willing to take over the system for planned expansion needs. Gaither Manor apartments and Gaither Rd. is in the priority service area at this time. The area to the west of Gaither road is not in the service area. 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.
- V. **Bartholow Tank Rehabilitation – Updated 2/25/16** - 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. Not discussion or updates for 9/22/16.
- VI. **Proposed CIP Project for 2018-2024 – Updated 9/22/16** - Capital budget process is underway for FY18-24. The first submittal to the Budget office is due end of September or early October. O&M budgets will follow in Oct/Nov. The following new CIP projects are being submitted to budget.
 - a. **Sykesville/Springfield Wells** – We proposed to bring 5 existing monitoring wells into production wells within 3-7 years. This will help to reduce the amount of water being drawn from the Liberty Reservoir and save money we are paying the City of Baltimore for water withdrawn from the reservoir.
 - b. **Sykesville pump station & force main** – No room for expansion on exiting pump station and pump station is near capacity. Currently planning for an expansion and the Gaither area to come on line in future years based on latest revisions to Freedom Master Plan.

- c. Sykesville Sewer Lining project – ENR grant funding is available January 1, 2017 for lining and reduction of I&I. BOU will be pursuing grant money for this project.
- d. Hampstead Sewer Lining project – We are pursuing this project the same as the Sykesville lining project.
- e. New Sewer Line Replacement project – This project is separated from the existing sewer lining/rehab project. This is for replacing existing pipe too damaged for lining and will be for replacing partial sections or relocating existing sewer lines.
- f. Runnymede WWTP Rehab – This is one of three Board of Ed school facility sewer treatment plants operated by BOU personnel. This is scheduled for Rehab in FY23.

VII. **FY18 Operating Budget** – Updated 9/22/16 – FY18 budget direction for O&M will be upcoming in October/November.

VIII. **City of Baltimore Water Rates** – Updated 9/22/16 – City rates are increasing at about 12% for raw water purchase. Other well options are being explored to decrease the amount of water the County purchases from City of Baltimore.

X. **Phase I for Influent line on Route 88 – Cole Farm for HWWTP** – Updated 5/26/16 - Materials have been ordered. The Contractor was awarded and the project is expected to begin within the next 15-30 days.

NEW BUSINESS

I. **County/Town/Municipality Utilities Group** – An open discussion was held to decide if it would be feasible to have a Utilities Advisory Council comprised of a representative from all Carroll County municipalities for collaborative discussions to include ideas, problems, resources, etc. on capital project costs, rate structures, area connection charges, maintenance of equipment, procedures, etc. This was well received by the Council. The current UAC Council represents only the water/sewer service areas operated by the Carroll County Bureau of Utilities. Mrs. Dix reiterated the lack of interest from residents/businesses in the South Carroll area in getting representation. The Bark Hill/Pleasant Valley area has not had representation in years due to lack of interest. It was suggested that reaching out to the Homeowners Associations throughout Carroll County along with the presidents of the recreational sports leagues might bring more opportunity for representation to the committee. Mr. Miller mentioned the Town Managers meet the second Wednesday of every month and this could be a topic of discussion at one of those meetings. The next step would be to present the idea to the County Commissioners for discussion.

II.
The next meeting is scheduled for November 17, 2016 at 7 pm in Room 003.

The meeting was adjourned.

Cc: *Council Members*
Jeffrey Topper, Deputy Director of Public Works
Jeffrey Castonguay, Director of Public Works
Robert Burk, Comptroller
Thomas S. Devilbiss, Deputy Director, Land Use, Planning & Development
Evan Cook, Budget Analyst, Department of Management & Budget
Jemy 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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