

**CARROLL COUNTY DEPARTMENT OF PUBLIC WORKS**  
**MINUTES OF UTILITIES ADVISORY COUNCIL**  
**November 18, 2010**  
**Carroll County Government Office Building**  
**225 N. Center Street, Rm. 003/004**  
**Westminster, MD 21157-5194**  
**7 p.m.**

Attendees: *Council:* Michael Wilmore, Dena Bauer, Matt Candland, Kathy Everly

*County Staff:* Mike Evans, Sheree Lima, Penny Gist, Joe Barrington, Jenny Hobbs, Robin Hooper

*Absent:* Leah Ann McCormick, Council member; Rob Burk; Tom Devilbiss

## **Reports**

### **Minutes from meeting of 5/27/10**

**Follow through on action items or requests:** Mr. Wilmore had previously asked that County staff present an example of lined pipe at a council meeting. Mr. Barrington introduced John Wood, a representative from Abel-Recon. Together they gave a presentation of the various types of pipe and linings.

Mr. Wood stated that the company is familiar with Carroll County Government's infrastructure. Resins used for the pipe liner start out in a gummy state and then rolled into the liner material. The assembled liner, made specifically for the line it's to go into, looks like a flexible sock. It is brought to the site and installed. Ultra-violet light is used to harden the liner. Pipe is cleaned and inspected. There is very little disturbance in service.

Mr. Barrington said the County started using this pipe 4 years ago to avoid excavation and other costs. The process takes much less time to install, and costs less per linear foot. For example; to lay a linear foot of traditional pipe 4 feet under the ground costs \$200 per linear foot; using the liner it costs \$40 per linear foot.

Mr. Wood stated volatile organic compounds and styrene release is lessened. The pipe is safer, there are no odors, infrastructure is not disturbed, can work at night and during bad weather. The State of Virginia approved the exclusive use of it. Maryland Department of the Environment reviewed the Bunker Hill project for its use and approved it. It took 3 or 4 days to complete. Washington Suburban Sanitary Commission visited the Macbeth area project to watch the process. He noted that he can supply information on spray rock for manholes if the Council is interested.

Examples of clay pipes were shown. Clay pipes if shifted will break. They react with what's going through it, i.e., sand and grit. Longitudinal cracks and sinkholes can be caused due to off-set joints and shifting ground. When it collapses, open-cut digging needs to be performed in order to repair it, which interrupts service and traffic.

Mr. Wilmore asked about the strength and longevity - there is a 50 year minimum.

Mr. Evans asked if you can line a lining – yes, the liner would be made in a smaller diameter than the clay pipe. The liner is smooth inside, which increases hydraulic flow (speeds it up).

The liner is stronger and lighter and is created as one piece. Mr. Barrington stated the liner eliminates inflow and infiltration issues.

Mr. Wilmore asked about the sizes it comes in - 6" to 48" and up to 1,000' lengths.

Because we're not using water to cure it, we don't have to be on top of the manhole. And easement or right-of-way issues are not a problem. There are fewer disturbances to the area by machinery.

Mr. Barrington mentioned that the County Bureau of Roads Operations is interested in this pipe for use under roads to replace corrugated pipe or to line existing stormwater pipe. Mr. Evans noted that anyplace there is a joint in the pipe, there's potential problems.

Mr. Wood explained various locations and jobs.

Mr. Barrington showed an example of ductile iron pipe, which water mains are made of. This pipe doesn't bend so rocks and tree roots can cause breaks. The new C-900 plastic pipe can handle high velocity and has a 50 to 70 year life span. The cost is 40% cheaper than iron. A machine fits the pipe together. It takes less energy to remove. It's going to be incorporated into the County system.

Mr. Wilmore asked how failure is defined - any leaking, cracking; anything compromising to the structure is failure.

New pipe can help the system avoid emergency situations, which usually cost 4 to 5 times or more to fix. Infiltration and inflow from failed pipes can cause fines connected to plant operations; sometimes plants are not able to deal with what invades a failed system and then waterway issues result.

**Master Plan updates/revisions:** *Background from 8/26/10 meeting:* Copies of the 8/17/10 memo from Andrea Gerhard, Planning, regarding the Fall 2010 Special Amendment to the Carroll County Master Plan for Water and Sewerage – Hampstead Water and Sewer Service Areas were distributed to the Council at the 8/26/10 meeting. The requests cover modifying the sewer and water service area maps; Table 6 (sewer) and Table 2 (water) in the plan document to reflect recommended changes in the recently adopted 2010 Hampstead Community Comprehensive Plan. The most significant change is the inclusion of Joseph Banks Company in the plan. *Update:* The opportunity to submit comments was given and the updates were presented to the Planning Commission in September. Following a recommendation by the Planning Commission, a public hearing was held, where any further written/oral comments were received. The Board of County Commissioners approved the amendment and it will be sent to the Maryland Department of the Environment for further processing.

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. *Update:* 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 MD Rte. 27, including the Bramble Hills system to the City of Westminster.

## **Old Business**

**Citizen concerns:** *Background from 8/26/10 meeting:* Mr. Evans noted that citizens are becoming more involved, particularly in the South Carroll area, in the reporting of water theft

from the County system. They are contacting the State Police and Town of Sykesville Police. Mr. Candland, Sykesville Town Manager, noted that he is receiving reports also. Update: The Council was presented with Ms. Michele Fluss' emails from the month of November, 2010 and pictures regarding Town of Mt. Airy fire hydrant signage. Ms. Fluss was unavailable to attend this council meeting. The Council briefly discussed her concerns to address her public information act request that all accused water thieves aren't getting equal treatment. Also, that the County doesn't have a sufficient fire hydrant or water theft ordinance. She pointed out to the Bureau of Utilities and the County Attorney's Office that the Town of Mt. Airy uses unauthorized fire hydrant use signage and that the police record documented that the scofflaw involved in the Gaither Manor/Riverview Trail water theft incident used the non-existence of that signage in the Sykesville area to plead ignorance of the law. Ms. Fluss requested policies and penalties for current cases that have been reported as well as what the police/court results have been.

Mr. Evans stated the Carroll County Board of Commissioners raised the \$500 fine to \$1,000. A recent court decision awarded the County a small amount that did not come close to paying the legal fees of prosecuting the case. The Council discussed whether more vigorous prosecution would be cost effective for Carroll County. Mr. Evans stated the Council was created to advise the Commissioners and that the States Attorney's Office is the actual prosecutor. He said the County looked into locking the hydrants but that is not feasible for a number of reasons, especially in the event of emergency situations. Mr. Barrington said when contractors mishandle the hydrants, damage can occur. Incorrect tools such as pipe wrenches damage hydrants. Also, turning the hydrants on and off quickly, can cause pipes to burst throughout the system. Mrs. Everly asked what can be done. Mr. Candland said that theft is reduced if bulk water is more available. Mr. Barrington said there is a station for that purpose. Mr. Candland suggested notifying Ms. Fluss that all public information requests are taken seriously and that the County is installing additional anti-theft devices on the hydrants.

**Need representative from business community:** This Council seat remains to be filled.

**Placing Council information on County web site:** Ms. Gist distributed a copy of the new web page created for the Council. The page hosts the mission statement, the standard County comment/question form, meeting schedule, current and archived minutes/agendas, the Council member list and a link to the Bureau of Utilities adopted rates and the Bureau's web page. A link is on the top horizontal navigation for the Public Works and Bureau of Utilities web pages. The web site was well-received by the Council members.

**DPW's 8/18/10 request to consider a rate study of EDU vs. 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 EDU's (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 EDU was explained to the Council. It was thought that using the EDU for calculation of maintenance fees would be more equitable especially regarding small vs. large lots. Gary Dye noted that in cases of fire emergency, a bypass would take effect to allow for adequate supply. Update: There is a line item in the Bureau of Utilities Capital Budget set apart as a future water and sewer rate/allocation study.

**DPW's 8/3/10 letter to MDE Re: Hampstead WWTP:** Background from the 8/26/10 meeting: Mr. Evans wrote a letter to Shari Wilson, MDE, dated 8/3/10 regarding the Hampstead Wastewater Treatment Plant BNR (biological nutrient removal)/ENR (enhanced

nutrient removal) upgrades in follow up to his 6/17/10 letter (copies of which were mailed to the Council). The HWWTP is a candidate for BNR/ENR upgrades. Funding of \$200,000 was allocated to start this project. The County has been working under a consent agreement waiting on an Alternate Effluent Limit (AEL) for temperature. The BNR/ENR requirements may be effected by temperature, so planning and construction cannot move forward until temperature limits are received from MDE. Mr. Evans' letter says that we cannot go forward until we know what our permit limits are. Update: MDE communicated last week that they will be sending a response within a month regarding the temperature limits.

**DPW's 8/3/10 letter to MDE Re: Freedom DWWTP: Background from 8/26/10 meeting:** The Council was reminded that the plant is owned and operated by MES; located on state property; collection and operations by the County. Mr. Evans wrote a letter to Stephen Luckman, MDE/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 MES are working on upgrading the plant to ENR 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 ENR 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 EPA's decision that the entire WET "toxics" 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 COMAR 26.08.02.03-2D (4). The additional biomonitoring testing is based on the WET test results and EPA's revised guidelines. Additional reasoning for the added WET testing is noted in the letter. EPA'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 TMDL's (total maximum daily load). TMDL is not defined for all items that are discharged. The degree of contamination caused by everything upstream is measured. Update: MDE responded to MES and the Department of Public Works that they are adhering to the criteria.

**Bylaws, Procedures, Quorums:** Mr. Evans suggested at the 8/26/10 meeting that the Council may want to consider other items they want added to the web page such as by-laws. If the direction of the Council is flowing smoothly, perhaps nothing more is needed. If the Council wishes, examples of by-laws can be presented for consideration. Mr. Candland suggested that the Council have rules for conducting meetings. No decision was reached.

## **New Business**

**Shriver Property, Reservoir/Wells (Article in Carroll County Times, 11/8/10):** The Shriver property is located in Union Mills on the eastside of MD Rte. 140. The property is being sought by the County as a water resource for the Union Mills Reservoir project, which is in the County's Water Resources Element as well as the Master Plan for Water and Sewer. Once the project is constructed, it could provide a raw water supply for Hampstead, Manchester, Taneytown, and Westminster. The City of Westminster would have an interest in groundwater supply, if the County can acquire the land and place wells there. Exploration

for the wells could begin as early as spring. Another future water source is the Gillis Falls area in southern Carroll County. This planned reservoir site is a longer-term planned future water supply source for Eldersburg and Mt. Airy. Groundwater development in this area may be a nearer-term supply source for Mt. Airy.

**Council members' terms expiring:** Mr. Wilmore's (Freedom area) and Mrs. Bauer's (Hampstead area) terms will expire 12/31/10. The Commissioners' Office will be notified that they both wish to renew for another term.

**Council member's resignation:** Leah Ann McCormick (Freedom area) will resign effective 11/24/10. A representative will be sought via the Commissioners' Office.

**Bureau of Utilities Fiscal Year 2011-2012 Operating Budget:** Ms. Lima distributed and explained 2 reports entitled Change Between FY11 Adopted Budget and FY12 Budget Request for water and sewer projects. Operating budget direction has been distributed to the county agencies and is due to the Budget Office by 12/17/10. The agencies will work with their budget analysts during the months of January and February to be able to get preliminary information to the Commissioners. The public hearing will be held in May. Mr. Candland recommended the Operating Budget request be allowed to move to the next phase; seconded by Ms. Bauer.

Mr. Evans noted that there has been very little growth or new revenue in the last few years. Ms. Hobbs stated that less consumption makes the rates rise. Mr. Candland asked if a revenue projection is built in to create balance and build up the reserve fund. Ms. Hobbs stated they are starting to do that to be able to use reserve funds. The 2010 Comprehensive Annual Financial Report will be available on the county's web site on 12/1/10. Ms. Hobbs can supply copies to the council, if needed.

The meeting was adjourned. The next meeting will be held on 2/24/11 at 7 p.m. at the Carroll County Government Office Building, 225 N. Center Street, Rm. 003/004, Westminster, Maryland. The main topic for discussion will be the review of the operating budget.

***Scheduled for 2011: February 24, March 24, April 28. Additional meetings will be scheduled for May, August, and November.***

cc: Council Members  
Joe Barrington, Chief, Bureau of Utilities  
Sheree Lima, Financial Manager, Department of Public Works  
Robert Burk, Comptroller  
Thomas S. Devilbiss, Acting Director, Planning  
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

Handouts: Copy of Utilities Advisory Council web page  
Ms. Fluss' emails of 11/17/10, 11/5/10 and 11/1/10 and pictures  
Change Between FY11 Adopted Budget and FY12 Budget Request for Water and Sewer Projects  
\\ccnas\homeuser\pgist\FORMS\UTILITIES\Utilities Advisory Council Minutes\11-18-10.doc