

**UTILITIES COMMISSION MEETING
AUGUST 20, 2007**

Acting Mayor Mabel Mumford-Pautz called the meeting to order at 7:30 p.m. In attendance were Council Members Harrison C. Bristoll, Jr., James R. Johnson and Gibson Anthony, Robert Sipes, Utilities Manager, W.S. Ingersoll, Town Manager and Zoning Administrator, Jennifer Stead, Stenographer, and guests.

Acting Mayor Mumford-Pautz asked if there were any additions or corrections to the minutes of the meeting of July 16, 2007. **Mr. Johnson moved to approve the minutes as submitted, was seconded by Mr. Bristoll and carried unanimously.**

Acting Mayor Mumford-Pautz stated that cash on hand and in the banks was \$851,067.10.

Mr. Sipes stated that the repair on Rt. 213 for the broken water main was now complete. He said that it was repaired before but had temporary asphalt patching. Dr. Hickman's entryway was also repaired from the water damage. The total repair costs were \$13,500.00, without including Town time. He said if time was included costs would be \$15,500.00. Mr. Sipes stated that assistance was received from the State Highway for flagging and they did not submit a bill for their services.

Mr. Sipes stated that equipment was purchased for the lagoon. He said that part was for process tests, software, and a laptop. He said there was specific software required that took a lot of memory. Mr. Sipes stated that this was not included in the original project, but it was necessary to function.

Mr. Sipes stated that he filed for the final amendment to the Consent Order for the NPDES Permit for the wastewater plant. Mr. Sipes stated that they did not meet the anticipated start-up date of August 9th. Mr. Sipes stated that the contractor asked for a time extension to the end of August to get the plant to begin to accept flow. He said that the additional 21-days was attributed to a leak in the liner. Mr. Sipes stated that it only took one day to repair the leak, but he would speak to the engineer to rectify the situation. He said that he hoped August 31st would be the start up date, because MDE would hold Chestertown to the Consent Order.

Mr. Sipes stated that the road trench patching work in Town was finished.

Mr. Sipes stated that there was an issue with the bacteriological sampling in April 2007. The Kent County Health Department had been collecting the samples for the bacterial analysis for years and did not collect the samples in April, but did not advise Chestertown that they were no longer collecting them. The samples were collected in May. On June 4th a letter was received from the Kent County Health Department which advised Chestertown that they would not be collecting the Town's water samples anymore.

Mr. Sipes stated that because the April sample was not collected, the Town was in non-compliance for the frequency of analysis on bacteriological samples. Mr. Sipes stated that at no time was anyone's health put at risk and this was a monitoring requirement only. Mr. Sipes stated that there would be a notice in the paper notifying the public of the technical monitoring violation.

Mr. Sipes stated that he was having a difficult time trying to find out why the Town was not notified by the Health Department that the samples were not collected in April.

Mr. Sipes stated that a private lab has now been hired to collect the samples and there would not be a repeat incident. Mr. Sipes stated that an individual sample cost approximately \$20.00 so the budget would be impacted in only a minor way.

Mr. Bristoll stated that he would like for Mayor Bailey to write a letter to the Health Department describing the problem that was caused by not receiving notice that they would not be collecting the samples. The Council agreed.

Mr. Sipes stated that the CCR (Consumer Confidence Report) would be published in the Kent County News on Thursday, August 23rd. Mr. Sipes stated that in reading this, a "detect" in the chemicals does not mean that they are at dangerous levels. He said some impurities exist in all water, but there was nothing that exceeded EPA maximum contamination levels. Mr. Sipes stated that Chestertown's drinking water was in fine condition. Mr. Sipes stated that the MTBE level has reduced, which was good news.

Mr. Sipes stated that he was in receipt of an e-mail from Dwayne Wilding at Maryland Environmental Service regarding the GIS mapping and sanitary survey that MES was conducting in Town. Mr. Sipes stated that he requested \$10,704.00 in the 2007 budget to provide the town with an overall map of the sewer system, including the GIS reference points, inverts to the pipes, and the manholes.

Mr. Sipes stated that MES was now asking for more funding than he requested, but the job was more extensive than they had originally planned for with 200-300 more manholes than originally estimated being located. Mr. Sipes stated that he was requesting \$13,704.00 for the project. He said that this, in conjunction with the \$20,000.00 grant from MDE, should cover the costs of the project. Mr. Ingersoll stated that the money would be found somewhere in this year's budget.

Mr. Sipes stated that the software they needed was called Arc GIS and was geared specifically to mapping utilities with inverts. There was also an option for flow-modeling for the future.

Mr. Bristoll moved to approve the \$13,704.00 as requested for MES for the GIS Mapping and Sanitary Survey. The motion was seconded by Mr. Johnson and carried unanimously.

Mr. Ingersoll stated that in the September Mayor and Council meeting he would be discussing annexations of further lands in Town and asked Mr. Sipes to comment on the water and sewer capacity and issues that would come up in any expansion of the Town.

Mr. Sipes stated that if any expansion of the sewer would be done, the main pump station between the collection system and the plant would require an upgrade. He said the Town had to maintain a certain capacity above the existing usage.

Mr. Sipes stated that water on a peak flow day was 1-million gallons. He said this left an existing capacity of 200,000 to 300,000 per day and a buffer had to be built in for fire fighting, which was enough storage and capacity for the biggest fire within town limits.

Mr. Sipes stated that there was no additional room for expansion at the present water plant, unless they dug deeper wells, which would be more expensive in every aspect.

Mr. Sipes stated that MDE was pushing for the abandonment of shallow wells because of the potential influence of surface activities from gas stations, dry cleaners, etc. Mr. Sipes stated that although the Town's deeper wells have not encountered any contamination, they did not meet the characteristics of the water in the Aquia aquifer which were much cleaner and did not carry iron.

Mr. Sipes discussed the different problems with the Town's two deep water wells in the Magothy aquifer. It is now known that each well influences the other because when they draw on one well, the other well goes down. He said there were several deeper layers to drill to, but with each layer came more expense because the cost to drill the well was per foot, bigger pumps were required, and there was a different treatment process when taking water from a deeper aquifer.

Mr. Bristoll asked Mr. Sipes if he knew an approximate cost of drilling a well deeper than the Magothy aquifer. Mr. Sipes stated that the last well they dug was on Horsey Lane and was at 340'. He said it cost \$250,000.00 without the engineering fees. Mr. Sipes stated that if they dug to the Patapsico aquifer or the Potomac aquifer he would have to get hard numbers, but to ask them to guarantee volume he thought it would be anywhere between \$650,000.00 to 1-million to attain the volume Chestertown would need.

Mr. Sipes stated that another long-term option would be to relocate to another site. Mr. Ingersoll asked about the possibility of having two separate remote water facilities. Mr. Sipes stated that would be a big plus because, if for some reason one had to shut down, they would have another one for a back-up.

Mr. Sipes stated that currently there was approximately 1,150,000 gallons of above ground storage, which meant they had greater than 24-hours to maintain pressure if something catastrophic were to happen to the water system. In addition to that, there was 500,000 gallons sitting in two reservoirs at the water plant, which would be available for fire fighting and to recharge the system if they had to completely lose pressure.

Mr. Sipes stated that in the future he did not think that they needed to increase capacity as much as they would need to maintain sufficient pressures and flows throughout the system. He said that there were already weak points in town where the fire flows needed to be buffered and increased.

Mr. Sipes stated that in addition to the above ground storage, something that had to be researched were areas that there were existing volume problems. He said that Flatland Road by Coventry Farms had fire flows at 250 gallons a minute. A new system was installed that looped off of Flatland Road and Washington Park and the available volume of water was 750 gallons per minute.

Mr. Sipes stated that existing capacity for now was okay with the current town size, but if it increased you would have to maintain at minimum 24-hours of storage of peak day flow.

Mr. Sipes stated that something that was critical to the Rt. 213 section of town was that the sewer interceptor that delivered all the sewage for the shopping centers and that whole northeast side of town flows through one 8" pipe which runs from Scheeler Road to High Street along Rt. 291. He said that anything in that area should be expanded because at present the pipes were constantly half full.

Mr. Sipes stated that for potential significant development a downstream survey should be performed, which would provide information on what upgrades would be required.

Mr. Ingersoll stated that they would discuss in much more detail what would be required if they did annex in the future.

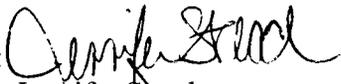
Mr. Ingersoll stated that Mr. Sipes brought new sewer and water lines from the street to the fountain in the Fountain Park. Mr. Ingersoll stated that Mr. Sipes was invaluable in having the fountain return to Chestertown. The fountain could return as early as the last week in September.

Mr. Bristoll stated that he had read of different towns encountering problems with arsenic in the water and asked Mr. Sipes if that was ever a concern. Mr. Sipes stated that he was not concerned about it and did not think that any residents should be concerned about it either. Mr. Sipes stated that arsenic has been in waters in the State of Maryland for a very long time, but the treatment process reduced any arsenic that might appear.

Mr. Sipes stated that he would like to have the Mayor and Council to the new sewer plant to see the changes that have been made as well as the new computerized microscope.

There being no further business. **Mr. Bristoll moved for payment of the bills. The motion was seconded by Mr. Johnson and carried unanimously.**

Mr. Bristoll moved to adjourn the meeting at 8:15 p.m., was seconded by Mr. Johnson and carried unanimously.

Submitted by: 
Jennifer Stead
Stenographer

Approved by:
Margo G. Bailey
Mayor