

**Minutes**  
**Service Committee**  
**October 25, 2021**  
**6:00 p.m.**

Chairperson Cosgray called the meeting to order at 6:00 p.m.

**Members Present:** Waid Cosgray and Rick Foreman. Brandy McCreery was excused.

**Also in Attendance:** Mayor Brad Nicodemus, VA Teri Wise, Fiscal Officer Brian Bibler, and Council members Mike Hamilton, Bob Hankison, and Chuck Keller.

**Approval of Minutes:**

Foreman made a motion to approve the minutes of the September 27, 2021 meeting as written. Cosgray seconded the motion. There was no discussion. The minutes were approved by a 2-0 vote.

**Visitors**

- None

**Goals**

The VA said that several projects are still being worked on but staff feels that they can be completed this year.

**Projects**

- WTP
  1. ~~Maple St. Waterline~~ - Complete
  2. GST cleaning
    - Scheduling in Fall (2021).
  3. Unaccounted for water – meter Village buildings
    - Meter for the High School to be installed this month.
  4. Brown, Kumler, & Fremont Loop Waterline
    - Project to begin yet this month.
  5. PLC Backup
    - Working with BSI.
  6. ~~Park Dr. Waterline~~ - Complete
  7. GST upgrade
    - Working with BSI.
  8. Brine tank
    - Will complete yet this year.
  9. Hydrant Storz Connections
    - Just a few left to do, should be completed by end of year.
- WWTP
  1. ~~Train Pump rebuild~~ - Complete
  2. Recirculation Pump rebuild
    - On track to complete this year.

3. Flow meter
    - New meters for WWTP and radios to send flow reading from SE to the plant.
  4. ~~Spare compactor motor & gear boxes~~ - Complete
  5. ~~Plant lift station pump~~ - Complete
  6. ~~Screen room fans~~ - Complete
  7. Moved to 2022
    - Plant Lift Station electrical building – *install new shed & install all new wiring*
    - Expand basin
    - Bio Tank Diffusers – *remove and replace*
    - Recirculation Pump – *replace VFDs*
- Street – paving - We only got Maple from High to Basil; Johnson paved this year. All of the others will be for 2022.
    1. ~~Maple High to Basil~~
    2. ~~Johnson~~
    3. Moved to 2022 – *no bidders*
      - Railroad – Oak to Basil
      - Bigerton – Kumler to Yencer
      - Buchanan – Railroad south to dead end
      - Johnson to Granville - 2022
      - Maple – Company to Market
  - Land & Buildings
    1. ~~Old Firehouse Paint exterior & repair roof~~ - Complete
    2. ~~Police Department Paint exterior~~ - Complete
    3. ~~Street Department Paint exterior & repair roof~~ - Complete
  - Cemetery
    1. Mr. Weaver was in to clarify some questions about lot ownership at Basil Memorial.
  - Utility Support
    1. ~~Purchase support work truck~~

## Reports

### 1. Village Departments

#### Water

- The VA noted that she inserted a graph on slide one indicating how close the raw and finished flow numbers are currently. This is part of the unaccounted for water project.
- The VA went over the water metrics.

#### WWTP

- The VA said that this process is not as stable as the water process. A lot depends upon whether we have dry weather with little or no rain.
- The electric usage went down a little bit but we are also down a little on how much we produce.
- We have had a reduced flow due to the dry weather.

- The VA noted that there were no overflow events in September, but there was only 2.69 inches of rain.

#### Utility Report

- The VA said the number of accounts is up slightly, but the dollar amount of the delinquent accounts is down. We didn't have to shut off as many this month.
- She noted that the graph indicated that the amount of water used last month, and the previous two Septembers is very close. Also, the amount billed is getting closer to the amount of finished water.
- She is hoping replacing the old meter at the High School will help these numbers. They hope to complete that during the Thanksgiving break.
- By redoing the bottom of the swimming pool, we prevented a lot of leakage.

The VA said she wanted to talk about bugs in regard to the WWTP. They have been meeting with Maryland Biochemical Co that our operator of record, Jason, put us in touch with. They sell bugs for WWTP processes. They have two strains of bugs that are used specifically for paper mills. They will be added to the process to reduce the amount of solids from the paper mill. Brad reached out to our contact at Suez who said that adding these bugs will not hurt the membranes and might help extend the life of the membranes. It will be a liquid additive that will be put directly into the membranes. We hope to have this started within a couple of weeks.

The Mayor asked if she could do a return on investment analysis for the bugs. He asked how it could be measured.

- The VA said that no overflows would be an indicator. The paper mill solids clogged the membranes which caused overflows. They will be monitoring it closely. She will be reporting or sharing ROI metrics at the next meeting.
- Cosgray said that we know how much we had to spend to get rid of the extra sludge.

Leaf pickup has started. Tim feels they should be deep into it by next week.

As for Parks, the four critical items that the PEP audit said needed to be fixed have been taken care of. That was completed last week. She will submit a report to our insurance company telling them we have fixed the items they asked us to.

We have been filling some potholes and hanging some signs.

Cosgray asked about whether they had gotten the camera they discussed to help address the I & I issue.

- The VA said that the camera has been purchased and staff is receiving training on how to operate it. We will concentrate on each quadrants of the Village one at a time.
- The VA said that the Village is going to be buying flow meters for the study the EPA has asked for. The cost of renting them for a long period of time is not cost effective. We are purchasing four of them.

## 2. Parks and Recreation Board

- The VA said their meeting is scheduled for this Wednesday at 5:30 p.m. She will be presenting information about a call she received from a gentleman wanting to rent Alt Park for baseball tournaments. She will be getting more information from him.

## 3. Baltimore Downtown Revitalization Committee (BDRC)

- The VA said that they will be helping with the Urban Canopy Restoration Plan.

### **Old Business**

#### 1. School football field parking area

- Cosgray asked if there was any update on this.
- The VA said Joe at the school said that before him and before Tim, that portion of Kumler was gravel and there was an agreement between the school and the Village such that if the Village paved that area, the school would be responsible for it. She searched for an agreement and didn't find one. Joe could not come up with one either.
- She is working with Dr. Johnson to resolve the situation. She is going to suggest they install an elevated sidewalk to replace the parking bollards.

### **New Business**

#### 1. OPWC Round 36 project N. Granville / E. Water Street Improvement Project

- Cosgray said that there will be legislation for this for Council.
- The VA said that we were awarded a grant for the Park Dr. project last year, but we didn't get any bids for it. She didn't know whether they would get points off if they submitted a project this year since they still have an open project. She found out that they would not get points off, so they pulled together this project for submission.
- The VA provided details about the traffic count results the members have before them. The counter was placed on N. Granville St., north of Cliff St. These results indicate that something needs to be done in this area. The proposed project would be much like the one for Park Dr. It would include sidewalks and new waterlines. The waterlines in this area are from around 1936 and there is only a 2-inch waterline serving E. Water St. The waterline dead ends at the railroad tracks so the plan is to add a flushing hydrant.
- The estimated cost is \$698,000 of which the Village portion would be anywhere from \$70,000 to \$90,000. There are options, we can submit a large project like this with as much match money as we can and see if we get it or we could reduce the size of the project and not include the section between E. Cliff and E. Market.
- Keller asked what size waterline is between E. Cliff and E. Market.
- The VA said that it is a 4-inch line. The 2-inch line is on E. Water St.
- Foreman said he was aware that there is almost no water pressure for the houses on E. Water. It is a bad situation.
- The VA is trying to avoid the Village having to take out any loans.
- The Mayor asked why this project is being considered instead of one on the Basil side of the Village where we have also consistent problems.
- The VA said that the problems on the Basil side seem to have dissipated. We added a flushing hydrant at Heterodox and Basil St. which seemed to help. We know that didn't solve the problem. The waterline in the proposed project leaks like a sieve and has sprung leaks all over. She thinks it is a different type of situation.

Cosgray said he will be the sponsor for the legislation.

Cosgray made a motion to send the OPWC legislation to Council. Foreman seconded the motion. There was no further discussion. The motion was approved by unanimous voice vote.

2. Tree Commission Urban Canopy Restoration Grant for East Market Street

- The VA said that Steve Cothrel of the Tree Commission explained that when the ash borer came through and destroyed all of the ash trees, there was a grant to remove them. This grant is to help fill the void where there are missing trees. The Tree Commission selected E. Market St. because AEP came through in and whacked down trees because they were up in the power lines. For this project, they have selected trees that will not grow tall enough to interfere with the power lines. This would allow up to get more trees.
- The Village sets aside \$5,000 per year for trees but often that has to be used to remove dead trees. They want to use \$2,500 of the \$5,000 to use as a match for the grant.
- Hankison asked if the residents have been asked what type of tree they want. The VA said that the residents where the trees will be planted will receive a letter explaining the grant and what type of trees will be planted prior to the planting. All trees will be planted in the Village right-of-way.
- Hankison asked if the residents would have input as to what type of tree goes in front of their house.

Foreman made a motion to send the Urban Canopy legislation to Council. Cosgray seconded the motion. There was no further discussion. The motion was approved by unanimous voice vote.

Foreman will sponsor the Urban Canopy Ordinance.

The VA said that she will be posting two job openings on the Village website tomorrow.

**Next Meeting**

**The next meeting will be held the 4<sup>th</sup> Monday in November; November 22<sup>nd</sup> at 6:00 p.m.**

**Adjournment**

With no more business to discuss, Foreman made a motion to adjourn. Cosgray seconded the motion. The meeting was adjourned by unanimous voice vote at 6:44 p.m.

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Waid Cosgray, Chairperson