

**TALBOT COUNTY
DEPARTMENT OF PUBLIC WORKS
ADVISORY BOARD MEETING**

**MEETING MINUTES
FOR
JANUARY 4, 2017**

February 1, 2017

ATTENDEES:

Bill Anderson, Public Works Advisory Board Chairman
Roger Bollman, Public Works Advisory Board Vice Chairman
Ian White, Public Works Advisory Board
Ed Schlichter, Public Works Advisory Board member
Cory Buxton, Public Works Advisory Board member - Absent
Ray Clarke, County Engineer
Bill Wolinski, DPW Environmental Engineer

1. OLD BUSINESS

- a. No old business.

2. NEW BUSINESS

- a. About 12:00 p.m., the Board met in Conference Room #1 at 215 Bay Street, Easton, Maryland. The Board approved the meeting minutes of their December 7, 2016 meeting via a 4-0 vote.
- b. Ray briefly reviewed the capital projects being completed by the Department with a review of some of the project details and challenges that were managed since the last meeting with the Board.
- c. Ray was unable to present the wastewater flows at the Region II and Region V Wastewater Treatment Plants to the Board.
- d. The Board reviewed with Warren Edwards the ditch retrofit program and efforts to improve ditches to enhance water quality. Questions raised by the Board about ditched were reviewed and discussed during the meeting. Some highlights that were discussed included estimates like Talbot County has about 748 miles of ditches. The Roads Department completed 62.8 miles of road maintenance/repairs and drainage improvements. The Roads Department implemented a permit program so they knew which contractors were working in the County Road right-of-way. This permit program will help document the completion of projects and report any improvements that maybe needed. The Department of Public Works also noted that the County received a grant from the Chesapeake Bay Trust to develop a ditch management manual working with the Roads Department.
- e. The Board reviewed the creation of subcommittees within the Board. Mr. Anderson reviewed the chairmen and co-chairmen of each subcommittee with concurrence with the rest of the Board. A listing of the subcommittees, the chairmen and co-chairmen has been attached.
- f. Ray was unable to complete the budget reviews for the Board, but advised the Board that the directive was to maintain level funded budgets.

- g. The Healthy Waters Round Table held a workshop for Sewer Extensions on the Eastern Shore on December 14, 2016. The Board reviewed and approved having a Board sponsored workshop on January 19, 2017 to share information on proposed sewer extensions and the available funding with the rest of the Board that was unable to attend the December 14, 2016 conference at Chesapeake Community College. Ray would work to post the workshop for January 19, 2017.
- h. *On January 19, 2017, the Public Works Advisory Board held the sewer extension workshop on sewer extension with Steve Cohoon from Queen Anne's County Government presenting information on how Queen Anne's County was extending sewer to environmentally sensitive areas. This workshop which was held at 215 Bay Street went from 7:00 p.m. to about 9:00 p.m. At about 9:00 p.m., the Board went into executive session with the County Attorney for about 30 minutes.*

3. OPEN DISCUSSION

PWAB Meeting adjourned at approximately 3:05 p.m.

Author: Respectfully Submitted, Ray Clarke

These minutes are the official record of the meeting and represent the understanding of the writer of items discussed and decisions made during the meeting, and shall become apart of the Public Works Advisory Information Document. We shall assume our understanding to be correct unless written notice to the contrary is brought to our attention within fourteen (14) days of receipt of these minutes.