

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

**MEETING MINUTES
FOR
JUNE 7, 2017**

July 12, 2017

ATTENDEES:

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

1. OLD BUSINESS

Based upon previous discussions of the Board and on behalf of Roger Bollman, who was not present, Bill Anderson indicated that they would like to see a demonstration of the Queen Anne's County road side ditch vacuum program if possible.

2. NEW BUSINESS

- a. The Board reviewed the meeting minutes for their April 5, 2017 and May 3, 2017. The Board noted that Mr. Bollman not absent at the May 3, 2017 meeting. With this being the only correction the Board voted to approve the April 5, 2017 meeting minutes with no corrections and the May 3, 2017 meeting minutes being revised to show Mr. Bollman was not absent.
- b. For the July 12, 2017 meeting of the Board, Ray recommended that the Board complete a tour of the Bio-Solids Facility where the new construction is about 80% complete.
- c. Bill Wolinski advised the Board that he was attempting to set up a presentation to the Board related to ditches in Dorchester County by the NRCS during their August meeting.
- d. In reviewing the capital projects, the Board requested that Ray advise the County Council that the walking paths should be pervious and not paved. The Board also wanted to recognize Bill Wolinski for organizing the event and Terry Martin for his efforts in assisting with the planting at Oxford Conservation Park.
- e. Ray advised the Board that he would forward the request for proposals (RFP) related to Broadband to the Board.
- f. Ray advised the Board that he would contact Shane Moore of Queen Anne's County to set up a demonstration of the ditch vacuum system. The Board also noted the work within the ditches on White Marsh Road and Jamaica Point Road where the ditching unit was used but

no hydro-seed was applied for sediment erosion control. Ray would advise the Roads Department of the situation.

- g. After being contacted by a resident living on Radcliff Avenue, Mr. Buxton relayed the concerns of this resident to the Ray Clarke, the County Engineer, concerning parking along Radcliff Avenue and drainage. Ray advised Mr. Buxton that the County was working with the Town of St. Michaels on addressing the traffic flow on Radcliff Avenue and the recommendation was to install “no parking” signs on both sides of the road. As for drainage, stormwater runoff was being managed by the Town of St. Michaels. During this discussion it was noted that one of the Board members dissented on the proposed efforts to address the residents concern.
- h. Ray provided the Board with information concerning the Open-end Engineering Services Agreement and reviews the process where the Department of Public Works prepares the scope with the Consultant submitting a proposal to the County. The selected Consultants are being reviewed based on qualifications and then short-listed. The Board requested a draft of the scope that would be presented to the Consultants.

OPEN DISCUSSION

PWAB Meeting adjourned at approximately 2:10 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 a part 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.