The meeting commenced at 3:15 p.m. In attendance were Commissioners Werner, Lancaster, Taylor, St. Clair, Hanson, Owen, and Oliver representing Captain Andrew Macyko; staff members King, Ichniowski, Frederick, Shick, Sullivan and Bryan. Also in attendance was Jacki Meiser, General Counsel.

MOTION TO APPROVE AGENDA

Commissioner St. Clair moved to approve the Agenda as presented by staff. Commissioner Taylor seconded the motion and approval was unanimous.

APPROVAL OF MINUTES

Commissioner Taylor moved to approve Minutes of Regular Session dated October 09, 2008. Commissioner Owen seconded the motion and approval was unanimous.

Commissioner Taylor moved to approve Minutes of Executive Session dated October 09, 2008. Commissioner Owen seconded the motion and approval was unanimous.

DIRECTOR’S REPORT

Mr. King noted the following points of interest:

- The Board/Staff Retreat is scheduled to be held at the Greenwell State Park, commencing at 8:30 a.m. on Thursday, November 13th;
- Issues required by the Board to be discussed at the January, 2009 joint meeting with the BOCC, should be provided to staff in the immediate future;
- Recommendations for Commissioner Cranford’s replacement are required by November 7th. In the interim, the Board agreed that Mr. Bryan Barthelme, a former member, and the sole applicant to date, would be a good choice;
- Handouts provided by CH2MHill at the Pine Hill Run/Piney Point Facilities Plan work session, will be posted on the Commission’s website for the general public to review by the beginning of next week;
- Staff will request approval of the Uniform and EDU Policies in December.

CHIEF FINANCIAL OFFICER’S REPORT

A. Securities Report

Commissioner Lancaster moved to waive oral presentation by the Chief Financial Officer and to accept the routine monthly financial report as submitted and reviewed by this Commission. Commissioner St. Clair seconded the motion and approval was unanimous.

B. Budget Amendment, Great Mills WWPS Pump

Ms. Shick requested approval of the recommendation contained in her Memorandum dated October 30, 2008, a copy of which is attached to the Minutes.

Commissioner Lancaster moved to authorize the Commission to spend $17,218 for a new Yeoman Clow pump as a sole source purchase from STH, the municipal sales
representative, out of general fund reserves, as recommended by the Commission’s Fiscal Officer. Commissioner Taylor seconded the motion and approval was unanimous.

Ms. Shick subsequently requested approval to amend Resolution, 2007-03 in order to modify the list of capital projects and their estimated costs to provide that all, or a portion of their costs in an aggregate amount not to exceed $10,661,500, may be funded with the proceeds of the re-programmed DHCD loan monies. She reported that a Public Hearing regarding the proposed reprogramming of funds will be held at 2:00 p.m. on Tuesday, November 18th, at the Larry K. Petty Building.

Commissioner St. Clair moved to approve Resolution No. 2008-07 contingent upon the successful outcome of the November 18, 2008 Public Hearing. Commissioner Taylor seconded the motion and approval was unanimous.

C. DHCD Prior Intent Resolution – Marlay-Taylor Digester Repair

Ms. Shick referred to Resolution 2008-08, noting MetCom’s intent to reimburse to the Commission from appropriate State Loan monies, in-house funds expended for the planning, design, construction and administration of the Marlay-Taylor WRF Digester Repair. A copy is attached to the Minutes.

Commissioner St. Clair moved to approve Resolution 2008-08, as recommended by the Commission staff. Commissioner Lancaster seconded the motion and approval was unanimous.

D. Resolution 2008-09

Mr. King referred to Resolution 2008-09, and reported an offer from Maryland Department of the Environment (MDE) for a grant in the amount of $270K to be used as part of the estimated cost of $1M for the Piney Point Sewer Repairs and Replacement Project. The Resolution authorizes the Chairman to sign any and all documents as may be necessary from time to time, for the acceptance and administration of the grant monies for this project.

Commissioner Taylor moved to adopt Resolution 2008-09 regarding the grant funding for the Piney Point Sewer Repairs Project. Commissioner St. Clair seconded the motion and approval was unanimous.

E. Resolution 2008-10

Mr. King reported a further grant offer from MDE in the amount of $100K as partial payment towards the ±$258K total cost of building the water line extension from Dean Lumber, up to the Hollywood Water System.

Commissioner St. Clair moved to adopt Resolution 2008-10 regarding grant funding for the Hollywood Well Arsenic Remediation Project. Commissioner Taylor seconded the motion and approval was unanimous.

ENGINEER’S REPORT

A. Standard Report

Commissioner Hanson moved to waive oral presentation by the Chief Engineer and to accept the routine monthly engineering reports as submitted and reviewed by this Commission.

B. Engineering Design Proposals

Piney Pt/St. Clement Shores Backup Wells
Following Mr. Frederick’s presentation, Commissioner Taylor moved to accept the cost plus fixed fee proposal dated October 9, 2008, submitted by Dewberry & Davis LLC, in the amount of $41,351.00, for the development and submission of the Groundwater Appropriation Permit application; Geo-technical and inspection support, the well design; for bid documents; bid review and to develop the As-builts for the construction and installation of the St. Clements Shores Back-up Well Project number 2081WL. Commissioner Lancaster seconded the motion and approval was unanimous.

Commissioner Taylor further moved to accept the cost plus fixed fee proposal dated October 9, 2008, submitted by Dewberry & Davis, LLC, in the amount of $47,350, for the development and submission of the Groundwater Appropriations Permit application; Geo-technical and inspection support; the well design; for bid documents; bid review and to develop the As-builts for the construction and installation of the Piney Point Back-Up Well Project Number 5081WL. Commissioner Hanson seconded the motion and approval was unanimous.

Mr. Frederick noted at this point that size of the well at Piney Pt. is based on future growth.

C. Hollywood/Joy Chapel Estates Update

Mr. Frederick reported that; (1) staff is currently in the process of negotiating a temporary construction easement with SMECO; (2) the developer of Joy Chapel Estates anticipated commencing work on the project yesterday and, (3) work is scheduled for completion on November 15, 2008.

CHIEF FACILITIES & OPERATIONS MANAGER’S REPORT

A. Wildewood Manhole Repairs

Following Mr. Sullivan’s recommendation contained in the Purchasing Agent’s Memorandum dated November 6, 2008, Commissioner Owen moved that the Commission accept and award the proposal from D&S Contractors dated October 30, 2008 to rehabilitate ten Wildewood Sanitary Sewer Manholes using a two-part structural polymer for the unit costs specified in the proposal. Commissioner Taylor seconded the motion and approval was unanimous.

B. Sodium Hypochlorite Bid Approval, 09-05-F

Mr. Sullivan recommended award of this Open End Contract to Inter Coastal Trading, Inc., for their bid dated November 6, 2008, quoting a unit price of $2.05 per gallon.

Commissioner Taylor so moved. Commissioner St. Clair seconded the motion and approval was unanimous.

C. St. George Island Wet Well Update

Mr. Sullivan reviewed the scope and history of the project, and illustrated various phases within a Power Point presentation. He concluded that with staff’s participation, the total anticipated cost of the project is $75K, as opposed to ±$200K. Mr. King commended staff on their efforts, which the Board echoed.

EXECUTIVE SESSION

Commissioner Taylor moved to adjourn into Executive Session at 4:10 p.m. to discuss potential litigation. Commissioner St. Clair seconded the motion and approval was unanimous.

The meeting readjourned into Regular Session at 4:25 p.m.
ADJOURNMENT

There being no further business, Commissioner Taylor moved to adjourn at 4:25 p.m. Commissioner Hanson seconded the motion and approval was unanimous.

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Lilian J. Bryan, Secretary