



HOWARD COUNTY PUBLIC WORKS BOARD

3430 Courthouse Drive ■ Ellicott City, Maryland 21043 ■ 410-313-2330 ■ Fax 410-313-3408

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Abby Glassberg, Member
Shahid Qureshi, Member
Cory J. Summerson, Member

Minutes of the Howard County Public Works Board – Wednesday, March 11, 2015

Members present: Ms. Lisa S. Spitulnik, Mr. Cory J. Summerson, Mr. Shahid Qureshi, and Ms. Abby Glassberg.

Staff present: Mark DeLuca, Acting Executive Secretary; Daniel Davis, Chief, Utility Design Division; Kin Siew, Project Engineer, Utility Design Division; Tina D. Hackett, Chief, Real Estate Services Division; Chaunta Taylor, Recording Secretary, Department of Public Works.

Ms. Lisa Spitulnik, Chairperson, called the meeting to order at approximately 7:30 p.m.

1. **Approval of minutes:** Ms. Spitulnik indicated that the first item on the agenda is the approval of the minutes of January 13, 2015. Ms. Spitulnik asked if there were any comments or questions.

Motion: On a motion made by Mr. Summerson and seconded by Mr. Qureshi, the Board unanimously approved the minutes of January 13, 2015.

2. **Capital Project:** Mr. Daniel Davis, Chief, Utility Design Division, proposed three (3) new capital projects, two (2) for the upcoming 2016 fiscal year and the ten-year water and sewer capital improvement program and one (1) for the 2015 fiscal year and ten-year water and sewer capital improvement program.

The user costs associated with the water and sewer extensions are as follows:

Sewer house connection charge	\$4,500.00
Sewer-in-Aid of Construction charge	\$ 600.00 for a one-inch meter
Sewer Account Charge	\$ 11.13 per quarter
Sewer use charge	\$ 3.10 per 748 gallons
Water house connection charge	\$2,400.00
Water meter setting charge	\$ 385.00 for a one-inch meter
Water-in-Aid of Construction charge	\$ 600.00 for a one-inch meter
Water account charge	\$ 14.57 per quarter
Water use charge	\$ 1.93 per 748 gallons (winter rate)
	\$ 2.15 per 748 gallons (summer rate)

(All user costs noted are subject to change each July 1.)

(a) Capital Project W-8601 (FY 2016): Acquisition Contingency Fund.

Staff Presentation: Mr. Davis indicated that the first project is Capital Project W-8601, the Acquisition Contingency Fund. This project is provided as a contingency fund for plats, legal fees, title searches, appraisals, and acquisitions on projects that do not have monies funded for this type of work. Funding for fiscal year 2016 is \$600,000, as requested. Interested citizens were notified of tonight's meeting by advertisement in local newspapers and by postings in the project area. Description and justification are shown on the budget sheet. Mr. Davis stated that Capital Project W-8601 will replace the existing land acquisition Capital Project W-8146. Closing W-8146 will allow the County to close the project and capitalize the expenditures. This is an ongoing program and will show no impact on the operating budget. The budget for the project is: Planning and Engineering - \$200,000; Construction - \$395,000, Administration - \$5,000 for a total cost of \$600,000.

Board Comments: Mr. Summerson asked what last year's budget was, and Mr. Davis replied that it was roughly the same. Mr. Qureshi raised a question as to why there was \$395,000 allocated to construction costs as it didn't seem that there would be any construction associated with the program. Mr. Davis replied that this was correct, that there would not be any construction costs, and that all of the non-administrative costs should be under Planning and Engineering, as all costs were to be for title searches and plats. Mr. Qureshi suggested that the wording should be changed, and Mr. Davis stated that he would correct the wording.

Public Testimony: None.

Motion: On a recommendation made by Mr. Summerson and seconded by Mr. Qureshi, the Board unanimously recommended approval of Capital Project W-8601, Acquisition Contingency Fund.

(b) Capital Project W-8602 (FY 2016): Sleeves, Relocations and Appurtenances.

Staff Presentation: Mr. Davis stated the second project is Capital Project W-8602, Sleeves, Relocations & Appurtenances project. A project for funding design and construction of sewer and water lines in conjunction with Maryland State Highway Administration (SHA) and Howard County projects prior to construction. Funding will be used to relocate existing sewer and water mains in the SHA's rights-of-way as a result of road construction, or to construct lines prior to capital project initiated in the Howard County construction program. The project will provide funding for the addition of valves and fire hydrants on the existing system, inspection testing, supplies, and equipment for the implementation of the existing system. Fiscal year 2016 funding of \$4,050,000 is requested. These sleeves, mains, relocations, and appurtenances are required in conjunction with future Howard County and SHA projects. Early construction will reduce construction expenditures in the future. Interested property owners were notified of tonight's meeting by advertisement in local newspapers and by postings in the project area. Description and justification is as just described. The project will replace Capital Project W-8248, which has the same title and was approved in FY 2002. Closing W-8248 will allow the County to close the project and capitalize the expenditures. This project will have no impact on the operating budget. The budget for the project is: Planning and Engineering - \$1,000,000; Construction - \$3,000,000; Administration - \$50,000 for a total cost of \$4,050,000.

Board Comments: Mr. Qureshi asked if the State Highway Administration would be providing money, since the relocation is within the SHA right-of-way, therefore the sewer line belongs to Howard County? Mr. Davis said that it depends – it all has to do with prior rights. If the sewer lines are in the SHA right-of-way by SHA permit, SHA has prior rights. If the easement was conveyed to the County prior to SHA, the County has prior rights. If the County has prior rights, SHA will provide funds for the relocation. If SHA has prior rights, the County has to pay for the relocation.

Public Testimony: None.

Motion: On a motion made by Mr. Qureshi and seconded by Mr. Summerson, the Board unanimously recommended approval of Capital Project W-8602, Sleeves, Relocations and Appurtenances.

(c) Capital Project S-6698 (FY 2015): Hunting Lane Routine Sewer Extension.

Staff Presentation: Mr. Davis stated that his third presentation is Capital Project S-6698, the Hunting Lane Routine Sewer Extension. The purpose of this final presentation is to seek a recommendation from the Public Works Board concerning an extension of the public sewer system under capital project S-6698, the Routine Sewer Extension Program. The project is the Hunting Lane Routine Sewer Extension and consists of the design and construction of 140 linear feet of 8-inch sewer to serve one property on Long View Road at a total estimated cost of \$90,500. The project was requested by Mr. Nolan Miller, the owner of 7010 Long View Road; parcel 174, lot 07, on tax map 41. The property is improved, is within the Metropolitan District and is eligible for public water and sewer service. The property is 1.0 acres in size and is zoned R-20. The proposed extension was evaluated against the criteria for routine extensions and met all requirements. The property abuts a County road, the extension is less than 1,000 feet and there is sufficient capacity in the system to serve the property. Interested property owners were notified of tonight's meeting by letter, by advertisement in local newspapers and by postings in the project area. The map of the project area is shown in the presentation book.

Board Comments: Mr. Qureshi asked if it was an 8 inch line, and Mr. Davis responded that it is an 8 inch line. Mr. Qureshi also asked if he could ask a question about the prior presentation, W-8602. Mr. Qureshi inquired about the size and length of the sewer line? Mr. Davis responded, W-8602 isn't for one particular project; it would be for any County sewer lines that are in the SHA right of way. It could be one of the 48 inch lines or one of the 8 inch lines; it could be anything that the County owns. For example, if SHA was doing an intersection improvement, they would first come to the County to determine if it impacted any of the County's utilities, and if so, the County would have to move it. Mr. Qureshi thanked Mr. Davis.

Public Testimony: Mr. Nolan Miller, 7010 Long View Road, Columbia, MD 21044, the property owner requesting the extension. This project is to extend the sewer line so that he has a suitable connection for the house, since the line on Long View was not deep enough and to install a water connection on Long View. When the County extended the water and sewer on Hunting Lane, they stopped the main in front of his neighbor's yard, but put a water meter in the right-of-way to service my house. We have determined the water connection is not in the right place – it needs to be on Long View. Mr. Miller has a letter that says that this project will include the County putting a water connection on Long View as well as extending the sewer on Hunting Lane to his property. Mr. Davis said that yes, that is the intent - the water connection is right where they are going to extend the sewer and they will solve both problems at the same time. He indicated that Mr. Miller is correct that if he wanted to do it himself and only wanted a single house connection the County would have to abandon the old connection and Mr. Miller would have to pay for it. Since the County is extending the sewer, we can do it all at one time.

Ms. Spitulnik asked where the water connection was shown on the drawing. Mr. Davis explained where to find it. Ms. Spitulnik asked if the project needed to be amended since it was both water and sewer, and Mr. Davis said he didn't think so because it was just a one inch connection.

Motion: On a motion made by Mr. Summerson and seconded by Mr. Qureshi, the Board unanimously recommended approval of Capital Project S-6698, Hunting Lane Routine Sewer Extension.

(d) Capital Project W-8326, Saint Paul Street Water Main

Staff Presentation: Mr. Ken Siew, Project Engineer, Utility Design Division, Bureau of Engineering, Department of Public Works, presented Capital Project W-8326. This is the first of two public hearings required under Section 18.211 of the Howard County Code for construction affecting scenic roads. When a capital project affects a scenic road, Section 18.211 of the Howard County Code requires preliminary and final design meetings to receive comments on the design from interested individuals. The subject capital project is W-8326, the Saint Paul Street Water Main Extension. The capital project was approved on January 14, 2014. The project and associated construction will impact both Saint Paul Street and College Avenue, which are listed in the inventory of scenic roads within the Ellicott City Historic District, Howard County.

The water main installation will primarily be within the right-of-way of the paved public roadways of Saint Paul Street and College Avenue. The project will extend the existing public water within Saint Paul Street from the current terminus near 3760 Saint Paul Street to loop around approximately 400 linear feet to College Avenue. The project will not relocate the 6-inch water main serving the church property, but will extend the existing water main on Saint Paul Street completing the loop with College Avenue, thereby providing improved maintenance access and eliminating the shared water house connections. The existing service line from the Saint Paul Church property that serves multiple apartment properties will be abandoned in place. After the water main installation, the roadway will be restored and repaved. The scenic road features will be preserved and protected. The roadway grades, width, and alignment will remain the same. The existing scenic view will be altered by the addition of a fire hydrant at the corner of Saint Paul Street and New Cut Road on the Saint Paul Church side of the roadway. Before installing the fire hydrant there will need to be an easement obtained from the church. There are no planned impacts to the vegetation and trees in this section of the scenic roadway due to the water main construction.

Per the requirements of Section 18.211 of the Howard County Code, interested individuals and residents were notified of tonight's meeting by advertisement in local newspapers for 2 consecutive weeks in advance of the meeting. Copies of the final water plans were made available for inspection at the Department of Public Works, Bureau of Engineering, and they are available for review here tonight. Copies of the advertisement are included in tonight's presentation package.

Board Comments: Mr. Qureshi asked what the size of the water line? Mr. Siew stated it will be a 6 inch line.

Public Testimony: None

3. Ten-Year Solid Waste Plan

Staff Presentation: Mr. DeLuca gave the following executive summary. Howard County maintains a comprehensive 10-year Solid Waste Plan that discusses the County's current solid waste program and projects the needs for the next ten years. This current Plan is for the ten-year period 2014 through 2024. It was reviewed by DPZ for consistency with Howard County's General Plan, PlanHoward 2030, and currently meets the regulations, guidelines and prior goals established by the

Maryland Department of the Environment (MDE) and COMAR 26.03. The Plan adopts the future diversion, reuse and recycling goals of PlanHoward 2030 and MDE. While this Plan is a 10-year plan, it is subject to review and revision on a 3-year cycle and can be amended at any time as new state regulation and law may require.

Legislative Additions and Changes to the Plan:

The previously approved 2003 Plan was revised to incorporate four Plan amendments which were adopted either by bill or resolution by the County Council.

- CR117-2010 addressed recycling in public schools
- CR 110-2011 addressed collecting and recycling of fluorescent light bulbs that contain mercury.
- CR7-2014 required apartment and condominium to submit recycling plans to the county
- CB2-20 14 provided enforcement of the state law at the local level.

Additionally, COMAR 9-1712, special event recycling, was passed by the state and has been included in this Plan. Events of 200 or more people which take place in public spaces, like parking lots or roads that offer food or drink will be required to provide recycling receptacles next to every trash can. It will be put before the County Council this year prior to the introduction of the Solid Waste Plan.

Report Summary:

Trash

- Currently, trash is exported out of the county through a long-term export contract. This practice will continue through the plan period to 2024.
- During the plan period, the county population will increase from approximately 300,000 in 2014 to 350,000 in 2024. We anticipate approximately 131,000 households. Not all of the projected household will receive public service. Some will retain private services. As service areas grow, the size of trash and recycling routes will be evaluated for efficiency.
- In 2013, the county residential curbside collections program picked up 100,000 tons of trash and 60,000 tons of recyclables from curbside.
- Commercial properties contributed 320,000 tons of trash and 192,460 tons of recyclables for a total of 672,460 tons generated in the County. By 2024 we estimate the total waste generated in the County will be approximately 776,520 tons.
- Based on population growth, residential trash will increase to approximately 114,000 tons by 2024. If this estimate is realized, we do not foresee any change in the export practice over the next ten-year period. While the current export contract ends in 2023, our intent is to rebid another long-term export contract for a seamless transition into 2024 and beyond. If the County continues to export trash, the county landfill has an estimated life of 120 years. If the bottom fell out of the export contract and all solid waste needed to be buried in the landfill, the landfill would last about 3 years. There is a contingency in the budget that if that mark is hit then there will be a design process started to build and open new cells in the landfill, which would take 2 – 3 years, and open just as the need arose to accept trash as the existing cells are filled. The total capacity of the landfill with the new cells in place, with the first three years, is about 6 – 10 years. There isn't anything on the horizon to site new landfills in the County, and we don't believe that any jurisdiction in the State is planning to site new landfills.

- Recycling numbers dropped to 49% in 2014, which is troublesome. Trash numbers are trending downward and recycling is leveling off. The reason is a mystery which is being researched. The state has a zero waste policy by executive action of 80% recycling, and the County has met its 2015 goal, and is on the way to the voluntary goal of 60% by 2020. This was a voluntary target set up by MDE which the County adopted. An example of the attempt to reach this is the food scrap project. There is great data from the schools showing how public participation increases recycling. A school pilot project showed an increase to 70% using the food scrap project. Mr. DeLuca gave the amounts of the food scraps hauled away. The pilot program will go to the middle school across the street and get weights from there. The hope is to spread the pilot project to all County public schools. There are programs to increase participation in the neighborhoods.
- Mr. DeLuca discussed that the County makes compost which is sold and given away to various organizations. A problem with compost is putting it into plastic bags, so there are contracts underway with haulers for large orders. Issues with composting were discussed. Money generated by sale of compost goes to the costs to produce it.
- The master plan has been reviewed by MDE, brought to the Planning Board and will go to the Council. A consultant worked on the master plan. Plans are reviewed by MDE every 3 years.

Mr. DeLuca said that there are typos in the plan but no substantive changes.

Board Questions: The Board asked the following questions:

- What is the ultimate capacity of the landfill? Mr. DeLuca said that 6-10 years is it. There are options, such as aggressively going after recyclables so that they don't go into the landfill, or "mining" the landfill to pull out things that can be recycled. These options are time consuming and cost a lot of money. There is a looming issue about what are we going to do with our trash. If facilities to which we export stop accepting, there are some contingency plans, but none are very palatable right now. But based on need they would become much more pragmatic. Nothing in the plan for the next ten years except exporting trash. There is a mandate in the 2013 plan to have a recycling rate of 32% by 2015. By 2012 numbers the County was at 52%.
- What should you do with food scraps if you live in a rural area where animals eat the garbage so you put the garbage down the disposal? Mr. DeLuca stated a suggestion was made to put food scraps in the garage. Some parts of western Howard County may never be offered food scrap or yard trim services.
- Where is the trash exported? Mr. DeLuca stated that there is a gigantic landfill in Virginia where the area's economy is based on the landfill. Cost is \$44 per ton to export to there. There are CPI adjustments built into the plan.
- What about having regional and short term plans. Mr. DeLuca indicated that Chapter 5 of the plan explains the metrics and indicators used to gauge the results of the plan. The State has goals and targets, which require a strategy to meet those goals. The plan is very general and that gives flexibility to find the best strategies. Plans are built on prior plans and reviewed by MDE.

Public Testimony: None.

Motion: On a motion made by Mr. Qureshi and seconded by Mr. Summerson, the Board unanimously recommends approval of the 2013 Master Plan.

There being no further business, the Public Works Board meeting adjourned at approximately 8:20 p.m.



James M. Irvin
Executive Secretary



Chaunta Taylor
Recording Secretary