

MUNICIPAL UTILITIES COMMISSION
MINUTES
JANUARY 28, 2021

The Municipal Utilities Commission met in session on Thursday, January 28, 2021 at the Council Chambers at 503 Gay St., Cambridge, Md. In person and via Telecom and Webex due to the Covid-19 pandemic. Mayor Andrew Bradshaw convened the meeting at approximately 5:30pm

Present: Mayor Andrew Bradshaw
Meghan Nabb-Holotik, MUC Commissioner
Steve Williams, MUC Commissioner
Andy Pasden, MUC Commissioner
Glenn Ford, MUC Commissioner
Joe Brooks, MUC Commissioner
Jane Dorman, Water Resource Administrator
Ed Bramble, MUC Asst. Superintendent
Dale Price, City of Cambridge IT Specialist

Mayor Bradshaw asked each Commissioner to introduce themselves since this is his first meeting. After the introductions ,two amendments were added to the agenda under new business (Employment- (MUC Opening) and (Fletcher Ave Tank).

Motion to approve amended agenda was made by Commissioner Pasden, seconded by Commissioner Holotik. Passed

Expenditures

Expenditures for the months of November and December 2020 were submitted for approval. After discussion, motion to approve was made by Commissioner Pasden, seconded by Commissioner Brooks. Passed.

Minutes

Minutes of the meeting of December 4th, 2020 were submitted for approval. Motion to approve the minutes was made by Commissioner Brooks, seconded by Commissioner Ford. Passed.

Office Renovations

Ms. Dorman informed the Commission we are still waiting for a new shipment of a walk-up window for the MUC office. They brought one to install and it did not fit.

Leonard Lane & Washington St property

Ms. Dorman informed the Commission we are moving forward with the feasibility study of the property MUC purchased a couple of years ago. This was already budgeted in the current year. With the progression of the developments in the area, it will be necessary in the future for a possible booster station to handle these expansions in the West End area.

Mr. Williams questioned why we don't put in an elevated tank?

Mr. Bramble said it would cost approximately 5-6 million dollars and a booster station would provide what would be needed at a more reasonable cost.

Mr. Pasden stated this is why the MUC has insisted on building up these reserve accts for the protection of the City.

Budget Considerations

Ms. Dorman stated as part of their packet, she included some larger items for the budget such as Redevelopment and new equipment for the Nathans Ave station, Scada system for the Glasgow Station, replace one pick-up truck and she has heard nothing about employee increments or cost of living.

However, we do have one individual that would bump up if he passes the State Examination which was taken on Jan. 6, 2021. We are waiting the results.

She said if anyone has any input or other suggestions, she will submit a preliminary budget at our next meeting. As always, we will try to include an item from our Master Plan.

Mayor Bradshaw said he can tell us now that there will be no raises this year.

Superintendent's Report

In the absence of Mr. Johnson, Mr. Bramble discussed the superintendent's report. He noted that we are still below 10% for the unmetered water.

Next Meeting Date

After discussion, Mr. Pasden made the motion to have the next meeting March 25th, 2021, seconded by Ms. Holotik. Passed.

MUC Employment

Ms. Dorman stated that the MUC is very short handed. We lost one employee due to low pay. With all the new services anticipated, we are in dire need of manpower. She requested the Commission give her permission to hire two new employees if possible. It takes time to train plus we could use the extra manpower. We used to have 18 employees, we are now down to 15. We have advertised with no luck. She called the Vocational Center to see if there were any seniors that would not be going to college and would like to have a job. They are going to put the word out for us. Unfortunately, there are openings all over. We will also advertise again.

Mr. Williams made a motion to accept the request to hire two individuals instead of one, seconded by Mr. Brooks. All agreed. Passed.

Fletcher Ave Tank

Mr. Bramble stated that we have some damage on the tank due to the work done by Verizon putting up the antennas. This damage was discovered by our new contractors for the tanks, Southern Corrosion. They will be handling this directly with Verizon. We are very lucky to have them. They are already on top of things. They include this type of inspection as part of their maintenance agreement we have with them.

With no additional business to discuss, motion to adjourn meeting was made by Commissioner Pasden, seconded by Mr. Williams. All agreed and meeting adjourned at 6:01pm.