

**Municipal Utilities Commission
Minutes
March 22, 2018**

The Municipal Utilities Commission met in regular session on Thursday, March 22, 2018, at the Municipal Utilities Commission conference room at 410 Academy St., Cambridge, Md., Mayor Victoria Jackson- Stanley convened the meeting at approximately 5:41 pm.

Present: Mayor Victoria Jackson-Stanley
Andy Pasden-MUC Commissioner
Glenn Ford-MUC Commissioner
Steve Williams-MUC Commissioner
Megan Nabb-Holotik MUC Commissioner
Jane Dorman-MUC Water Resource Administrator
Ed Bramble-Asst. Superintendent-MUC

Absent: Joe Brooks-MUC Commissioner
Kevin Johnson-Superintendent

Expenditures

Expenditures for the month of January 2018 in the amount of \$123,683.79 and February 2018 in the amount of \$220,200.12 were submitted for approval.

After further discussion, a motion to approve the expenditures was made by Mr. Williams, seconded by Mr. Ford.

Approved.

Minutes

Minutes for the MUC meeting of January 25th. 2018, were submitted for approval.

Motion to approve minutes was made by Mr. Pasden, seconded by Mrs. Nabb-Holotik.

Approved.

Motion to add item (5) to the agenda for final approval of the FY 2019 budget was made by Mrs. Nabb-Holotik, seconded by Mr. Pasden.

Approved

MDE Grant Update

Mr. Bramble informed the Commission that MDE has given MUC an extension on the grant. He said the rough draft and bid packet has been submitted and all engineer specs have been approved. MDE has returned the packet for a few minor adjustments which are being handle by our engineer. The last stage will be to submit for final approval.

Office Renovations

Mrs. Dorman said the renovations will be complete upon the installation of (2) new computers. She also said that she has received positive feedback from various customers on the renovation while providing a safe work place for the staff.

Staff Replacement

Mrs. Dorman said the two openings have been filled. The billing clerk position was awarded to Tiffany Geib who will be transferring from the sanitary district and the water distribution tech was awarded to Dionisio Polk. They are schedule to begin work on February 28, 2018.

Superintendent's Report

Mr. Bramble reported on the pumpage and billing for the month of January 2018 and February 2018, including five street openings and repairs, adding two new residential services located at 303 E. Appleby and 5240-42 Primrose Ct. and two new commercial services located at 601 Radiance and 10 Washington St.

Reminder to return Ethics forms to City

Mrs. Dorman reminded the Commission to return all Ethics Forms if not already done.

Final Approval for FY 2019 Budget

Mrs. Dorman informed the Commission of the changes she made to the budget before presenting it to the City Council. After further discussion a motion to approve the FY 2019 budget as presented was made by Mr. Pasden, seconded by Mrs. Nabb-Holotik.
Approved.

With no further business to discuss a motion was made Mr. Williams, seconded by Mr. Pasden to adjourn at approximately 6:15 pm.

Respectively submitted
Chris Donovan