

Newark Water & Sewer Advisory Board
Minutes for 3:00 pm Wednesday, January 28, 2026
Public Works Administration Building Conference Room
6113 Timmons Road, Snow Hill, MD

Present

Water and Wastewater Advisory Board

Susan Age

Worcester County Public Works

Dallas Baker Jr., Jana Potvin

Worcester County Public Works- Water and Wastewater Division

Andy Glenn

Worcester County Treasurer's Office

Steven Douth

1. Review of FY 26 budget, year-to-date – Budget Site Expenses Building & Grounds Maintenance account is @ 137% due to the painting of the building and the tank, approval was granted from the Commissioner's on the over expenditure. The way our budget tracks, it does not show approved over expenditure, but we'll have to report at the end of the year as to why that line is over.
They finished painting the building, the primer coat on the tank, then the weather got colder and faster than they expected. So, they will be back in the Spring to put the final coat on the tank. All work done by county employees.
There is a \$175.00 charge under Capital Equipment Other WWW Equipment account. Will get with Quinn to find out what that charge is and get it put with the appropriate account.
Overall budget is tracking really well far as budget goes and keeping things under control.
2. Review of current project list status:
 - a. Household sediment filter status: 31 responses, 31 signed MOUs, 31 installed – a couple more have come in, put reminders in last bills notice and have started picking up, haven't gotten installed yet, emails are being sent back
 - b. Water Treatment Plant Upgrades:
 - i. USDA grant application status – submitted to USDA, initial review conducted, they asked for some additional data, we are assembling the information.
 - ii. 1/12/26 - Congressman Harris's Office announced \$2.55 Million award to Newark for WTP (Project total - \$5,514,400)- not sure when we will actually see the money.
 - iii. Applying to MDE for additional funding, due 1/31/26
 - c. Transite Water Main Replacement: Will apply to USDA for grant funding – We took Transite Water Main Replacement off list for MDE, from our understanding, MDE is viewing that as a maintenance project, and that is why it's not scoring high enough to get any funding. We are still pursuing funding with MDE for the Water Service Line replacement.

We took Transit off, and added water treatment plant on, we think with the money coming in from the Feds will score higher from MDE since we have additional source.

d. Lead Water Service Line Replacement: Reapplying to MDE, due 1/31/26- all have been signed off and should be submitted any day now, we have a consultant that handles that for us.

e. Water Tower / Cell Antennae Maintenance – Verizon has started work updating their antennae equipment. – Once that is done, we will have our inspector make sure everything was done appropriately.

3. System Maintenance (10/29/25 – 1/26/26):

a. Hydrant flushing – whole system: 10/22/25; end of lines: every 2 weeks, - will revisit in April, cognizance of freezing temperatures whether or not we are going out there and road conditions.

b. Water main leaks – 1

c. Sewer main leaks - 0

d. Water Treatment Plant repairs –new chemical feed tubing replaced as part of proactive maintenance: new / replacement heater installed; building painting complete; tank has primer coat, final coat install in Spring- discussed earlier

e. Wastewater Treatment Plant – offline Dec. 15th – March 1st

f. Spray field – inactive during winter

g. New Service - 1 (water only)

4. FY 27 Proposed Budget

a. Departmental request is \$56K less than FY 26

b. No capital equipment or projects

c. WWTP lagoon soundings \$13K, paving \$1K, chemicals \$8K to \$10K, plant maint. \$1K to \$3K, electricity \$20K to \$25K, - Want to see how much solids have built up in the bottom to know if we must go in and start cleaning it out.

5. Questions from the Board...

~Regarding the last billing cycle, how many residences or businesses received a water shut-off notice, and how many ratepayers actually had their water turned off? - We have not gotten to the point in the billing cycle for shut off notices and shut offs occurring. The penalty notices/shut off notices will be going out early February and shut offs will occur late February

~On what date were the bills officially mailed out? - Our mail provider picked up Newark's bills along with a couple of other service areas that were completed just before the new year. The mail provider came back the following week to pick up the rest. I believe they were mailed out that weekend, January 10th.

~Now that \$2.55 million has been secured for the WTP project, are we pursuing additional grants or funding, or will we need to rely on a loan from the County Commissioners? - Just to manage expectations, "secured" is a relative term with Federal funding. Worcester County was awarded Federal earmark money in 2024 for two other projects, to date, we have not yet received the funds. That said, we are still applying to MDE and USDA for funding the WTP project, although we are reducing the amount of the request.

Next Meeting will be held April 29th, 2026 @ 3pm