

**WASHINGTON COUNTY DEPARTMENT OF WATER QUALITY  
ADVISORY COMMISSION  
REGULAR SESSION MEETING  
JANUARY 14, 2008**

**CALL TO ORDER**

Chairperson Fishack called the Regular Session Meeting of the Washington County Department of Water Quality Advisory Commission to order at 5:05 p.m. at the Washington County Department of Water Quality Administration Office, 16232 Elliott Parkway, Williamsport, Maryland.

**ATTENDANCE**

A quorum was present including: Chairperson Glenn Fishack, Vice-Chairperson Scott Schubel, Secretary Ed Renn, Commissioner Jeff Cline, Director of Environmental Management Julie Pippel, Deputy Director David Swain and Administrative Assistant Jamie Calandrelle. Absent: County Commissioner William Wivell, Commissioner William Breichner (**Attachment #1**)

**READING, CORRECTION AND APPROVAL OF MINUTES**

**Regular Session Minutes – November 19, 2007**

**Motion** made by Commissioner Cline, seconded by Secretary Renn, to approve minutes as submitted.

**Unanimously approved.**

**Regular Session Minutes – December 10, 2007 – Meeting cancelled**

**CITIZEN PARTICIPATION**

None.

**ADVISORY COMMISSIONER COMMENTS**

Nomination of Officers for 2008 - Chairperson Fishack suggested nominations of officers for 2008 to be held. After much discussion, **Motion** was made by Secretary Renn, seconded by Commissioner Cline, to nominate Vice-Chairperson Schubel as Chairperson and Chairperson Fishack as Vice-Chairperson.

**Unanimously approved.**

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**Motion** was made by Vice-Chairperson Schubel, seconded by Commissioner Cline, to reaffirm the reappointment of Secretary to Secretary Renn.

**Unanimously approved.**

Chairperson Fishack stated a letter should be sent to the Board of County Commissioners thanking the Commissioners for appointing William Breichner to the Advisory Commission.

The organizational chart for the Division of Environmental Management was discussed. Director Pippel stated copies will be distributed at the next Advisory Commission Meeting to be held February 11, 2008.

### **DIRECTOR COMMENTS**

Budget Summary – As of December 31, 2007 - Director Pippel distributed the report which shows the budget year is 50% complete. (**Attachment #2**)

Project & Summary Report dated December 26, 2007 – Director Pippel distributed this report for their review. It included Pen Mar Water System, Halfway I & I project, the Enhanced Nutrient Removal (ENR) project and Cedar Spring Pump Station. (**Attachment #3**)

Director Pippel stated a letter was mailed to Ms. Staley regarding her request for reduction in billing. She was present at the November 19, 2007 Advisory Commission meeting. (**Attachment #4**)

Director Pippel stated a letter was mailed to Ms. Tedards regarding her request for reduction in billing. She was not present at the November 19, 2007 Advisory Commission meeting but stated her request in writing. (**Attachment #5**)

A packet including individuals who are interested in filling vacant positions on the Advisory Commission was distributed. It was decided to review the packet at a later date. (**Attachment #6**)

### **CONVENE IN CLOSED SESSION**

**Motion** made by Vice-Chairperson Schubel, seconded by Secretary Renn, to convene in closed session for the purpose of discussion of legal issues.

**Unanimously approved.**

### **RECONVENE IN OPEN SESSION**

**Motion** made by Vice-Chairperson Schubel, seconded by Secretary Renn, to reconvene in open session.

**Unanimously approved.**

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### **NEW BUSINESS**

None.

### **UNFINISHED BUSINESS**

None.

**ANNOUNCEMENTS**

None.

**NEXT ADVISORY COMMISSION MEETING: February 11, 2008 5:00 p.m.**

**ADJOURNMENT**

**Motion** made by Secretary Renn, seconded by Vice-Chairperson Schubel, to adjourn the meeting at 6:00 p.m.

**Unanimously approved.**

Respectfully submitted by:

\_\_\_\_\_ Date: \_\_\_\_\_  
Jamie L. Calandrelle,  
Administrative Assistant

Reviewed by:

\_\_\_\_\_ \_\_\_\_\_  
Julie A. Pippel, Director Ed Renn,  
Division of Environmental Advisory Commission Secretary  
Management

Date: \_\_\_\_\_ Date: \_\_\_\_\_