



# Town of Emmitsburg

Mayor Donald N. Briggs

**Board of Commissioners,**  
Timothy O'Donnell, *President*  
Clifford Sweeney, *Vice President*  
T.J. Burns, *Treasurer*  
Joseph Ritz III  
Frank Davis

**Town Manager**  
Cathy Willets

**Town Clerk**  
Madeline Shaw

**VIRTUAL TOWN MEETING  
AGENDA PACKET  
MONDAY, APRIL 19, 2021 – 7:30 P.M.**

**1. CALL TO ORDER**

**2. PLEDGE OF ALLEGIANCE**

**3. FUTURE MEETINGS**

*Planning Commission Meeting: Monday, April 26, 2021 at 7:30 p.m. (via Zoom)*

*Town Council Meeting: Monday, May 3, 2021 at 7:30 p.m. (via channel 99 & Zoom)*

**4. MEETING ITEMS**

A. PUBLIC COMMENTS

B. ADMINISTRATIVE BUSINESS: NONE

C. AGENDA ITEMS (DETAILS ATTACHED)

- (1). For discussion, the location of pump station for Emmitsburg East Industrial Park on the Town of Emmitsburg WWTP property and discussion of additional requirements of such pump.

**5. MODIFICATION OF AGENDA FOR NEXT MEETING: MAY 3, 2021**

**6. SIGN APPROVED TEXT AMENDMENTS AND/OR RESOLUTIONS**

**7. ADJOURN**

**ZOOM MEETING ACCESS INFORMATION:**

Topic: Town Meeting: April 19, 2021

Time: Apr 19, 2021 07:30 PM Eastern Time (US and Canada)

**Join Zoom Meeting:**

<https://us02web.zoom.us/j/86477260636>

Meeting ID: 864 7726 0636

Passcode: 21727

One tap mobile

+13017158592,,86477260636#,,,,\*21727# US (Washington DC)

+13126266799,,86477260636#,,,,\*21727# US (Chicago)

Dial by your location

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

+1 669 900 9128 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

Meeting ID: 864 7726 0636

Passcode: 21727

Find your local number: <https://us02web.zoom.us/u/kdOjEvqwWI>

The town meeting will begin at 7:30 p.m. If you would like to speak during public comment or an agenda item, you must sign-up to speak BEFORE 7:25 p.m. Sign-up to speak by emailing your name, address and topic you'd like to speak on to [mshaw@emmitsburgmd.gov](mailto:mshaw@emmitsburgmd.gov) or calling (301) 600-6300.

You can also watch the town meeting live on cable channel 99. A recording will be posted to YouTube after (@Town of Emmitsburg).

**A. PUBLIC COMMENTS**

**B. ADMINISTRATIVE BUSINESS**

NONE

**C. AGENDA ITEMS:**

- AGENDA ITEM# 1. For discussion, the location of pump station for Emmitsburg East Industrial Park on the Town of Emmitsburg WWTP property and discussion of additional requirements of such pump: Presentation at meeting.**



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Baltimore, MD 21202  
Phone 410.728.2900  
www.rkk.com

MEMORANDUM

**Date:** March 9, 2021  
**To:** Zachary R. Gulden, MPA  
**From:** Rob Linthicum, PE, MBA  
**cc:** Mayor Briggs, Cathy Willets, Jim Click, Dan Fissel, Leslie Powell, Helen Pauler  
**Re:** East Emmitsburg Industrial Park Phase II - Review of Pumping Station Concept Dated February 25, 2021  
**Commission No.:** 20188

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RK&K has reviewed the above referenced pumping station concept submitted by the East Emmitsburg Industrial Park Phase II Developer to the Town of Emmitsburg, MD on February 25, 2021. We have discussed this concept with the Town's operations staff and offer the following comments:

1. We do not take exception to a centralized pumping (lift) station on the Town's WWTP property; however, the Town will not accept grinder pumps. Grinder pumps are generally less reliable and more expensive to maintain and repair than are traditional non-clog, solids-handling pumps. The Town of Emmitsburg is willing to take over ownership and operation of a Gorman-Rupp Above-Ground Lift Station or approved equal. These pumps are located above-ground, out of the sewage and are reliable and less maintenance intensive.
2. The lift station shall be a duplex station with two identical pumps each rated for the design flow. In addition, the lift station shall be furnished with a spare (third) pump.
3. The interior wetted parts of the pumps shall be coated with a ceramic coating to protect the pumps against grit abrasion.
4. The force main shall be a minimum of 4" diameter as required by MDE. A cleansing velocity of at least 2 feet per second (fps) shall be maintained in the force main as required by MDE. Thus, the design capacity of each pump shall be 80 gpm. All piping and valves shall be a minimum of 4".
5. The lift station shall be provided with an electro-magnetic flowmeter (magmeter).
6. The lift station shall be provided with a bypass pumping discharge connection as required by MDE.
7. The pumps and all valves shall be located outside of the wetwell for ease of maintenance. A Gorman-Rupp Above-Ground Lift Station, as mentioned above, will satisfy this requirement.
8. The lift station shall be readily available by maintenance vehicles during all weather conditions; i.e., the Developer shall provide a suitable access road to the lift station.
9. All hardware/metal components in the wetwell shall be 316 stainless steel. 304 stainless steel is not acceptable in the wetwell.

10. The controls will have to be tied into the Town of Emmitsburg's SCADA system.

Additional comments/conditions may be forthcoming during review at the improvement plat review stage when more details of the lift station are presented. In addition, the Developer shall be responsible for obtaining an MDE Sewerage Facility Construction Permit, which may involve additional comments/requirements from MDE.

**D. SET AGENDA FOR VIRTUAL NEXT MEETING: MAY 3, 2021 AT 7:30 PM**

1. Approval of developer to pay a fee in-lieu instead of constructing parkland for Emmit Ridge 2 for consideration.
2. Initial presentation of the fiscal year 2022 budget.
3. Approval of the Rutter's public works agreement and authorize Mayor to sign the agreement on behalf of Town for consideration.
4. Approval of bid for 3-year (FY2022 to FY2024) trash collection services contract for consideration.
5. Approval of bid to construct two small pavilions in E. Eugene Myers Community near the band stand for consideration.
6. Approval of Ordinance 21-07, town election updates, for consideration.
7. Forward Ordinance 21-05, update to Title 16 – Subdivisions, to the Planning Commission for recommendation and set public hearing and final vote for June 7, 2021 for consideration.
8. Forward Ordinance 21-06, update to Title 17 – Zoning, to the Planning Commission for recommendation and set public hearing and final vote for June 7, 2021 for consideration.

***Administrative Business:***

- A.
- B.