

Mayor and Council of Federalsburg
Business Meeting Agenda

Monday, October 19, 2026

This meeting is being held at the Mayor and Council Meeting Room located at 118 North Main Street.

Citizens who wish to view by online streaming shall follow directions listed below:

We have made the transition to Town Hall Streams - this meeting can be viewed by the following link:

https://townhallstreams.com/towns/federalsburg_md

If this does not load, please go to townhallstreams.com and search Federalsburg, MD then select the meeting.

Agenda

- I. Call to Order
- II. Welcome-Pledge of Allegiance
- III. Singh Operational Services Presentation
- IV. Boys & Girls Club Presentation
- V. Budget Discussion 1st Qtr FY27
- VI. Pubic Comments
- VII. Mayor and Council Action Items

Councilmember Ferguson

Councilmember James

Councilmember Sewell

Councilmember Hammond

Mayor Abner

VIII. Adjournment

NOTES:

THE MEETINGS ARE BEING RECORDED, PLEASE TURN OFF ALL CELLULAR DEVICES AND PAGERS DURING THE MEETING, PLEASE REMAIN QUIET, UNLESS ADDRESSING THE COUNCIL.

Please Note: Pursuant to the Annotated Code of Maryland, State Government Article Section 10-508(a), the Council by majority vote may retire to executive or closed session at any time during the meeting. Should the Council retire to executive or closed session; the chair will announce the reasons and a report will be issued at a future meeting disclosing the reasons for such a session. Meetings are conducted in Open Session unless otherwise indicated. All or part of the Mayor and Council meetings can be held in closed session under the authority of the state open meetings law by vote of the Mayor and Council.

Rules for Public Comment

The Mayor and Council encourage the public to participate in the process of Mayor and Council Meetings and offer the following guidelines with respect to public comment for the purpose of conducting orderly meetings. These guidelines shall be adhered to at all Mayor and Council Meetings.

Time Considerations

- Public comment will be placed on all Mayor and Council Regular Meeting Agendas, which meetings occur on the first Monday of each month at 6:00 pm, unless rescheduled with advance notice.
- The time limit for each individual speaker is three (3) minutes.
- Speakers may not give their time to other people.
- The same time considerations apply to comments during a public hearing.

Public Comment Guidelines

- During public comment, or during a public hearing, if you wish to speak, please step to the podium, state your name and address, and speak clearly into the microphone.
- Please be advised that each speaker's testimony is being recorded.
- Speakers are strongly encouraged to submit their comments in writing to the Town Manager/Clerk at least four (4) hours before the start of the meeting. Comments submitted in writing will be attached to the minutes of the meeting.
- Questions may be answered during a speaker's turn at the podium, or may be addressed by the Mayor and Council, or Town Manager, at a later date.
- Please address remarks to the Mayor and Council.
- Speakers shall remain courteous and respectful and refrain from disorderly speech or action, name-calling or personal attacks, threatening speech, obscene or indecent remarks, and derogatory comments. Speakers who engage in said speech and disrupt or disturb the meeting may be removed from the meeting.
- Speakers commenting during a public hearing must confine their comments to the question or issue before the Mayor and Council.

The Town of Federalsburg WWTP — Executive Summary for the Town Council

Oct 11, 2026 · @Lyla

Prepared by Singh Operational Services, Inc. at the request of the Town Manager, for the Town Council's review ahead of its decision on the superintendent position. It is a factual summary of the plant's compliance records.

Bottom line

MDE's September 10, 2026 inspection rated the Federalsburg WWTP in **noncompliance**. Most findings are missed or late submittals from 2024 to mid-2026, before Singh Operational Services, Inc. (SOS) began temporary superintendent coverage on September 1, 2026.

The most consequential open item is PFAS. MDE stated on September 23, 2026 that no first-quarter sample exists and called this a permit violation. The documents forwarded to SOS include a complete first-quarter lab report for January 27, 2026, which MDE appears not to have received.

If that report is accepted, the four-quarter sampling requirement appears to have been met within the 12-month window, and the remaining issue is late submission. Whole effluent toxicity (WET) and toxic chemical (TCT) testing were never started. MDE Permitting has proposed carrying unfinished events into the renewal permit, but MDE Compliance has not yet responded on enforcement.

What SOS has done since September 1. In six weeks of temporary coverage, SOS has made five site visits, mapped every permit obligation, worked through each of MDE's eight inspection corrective actions, opened written contact with MDE on PFAS and WET/TCT testing, found the PFAS report MDE believed was missing, completed and filed the Town's 2026 sludge analysis report, filed the 9/18 overflow report, reviewed and filed the September water report, and kept sludge handling running while the dewatering machine is down. The full list is in the next section.

Work SOS has completed since September 1

SOS has worked on compliance, reporting and plant operations at the same time since coverage began on 9/1/2026. Newest first.

Date	Work completed	Area
10/9/2026	Completed the 2026 Sewage Sludge Analysis Report on MDE's current form, got MDE's direction on three form sections, and submitted it to MDE on the Town's behalf	Sludge reporting
10/8/2026	Found that the 2026 sludge samples were wet sludge, not the dried material hauled off, and gave the operator written guidance for future samples	Sludge reporting
10/8/2026	Requested the PFAS sampling scope, field records, weather notes and any April 2026 report from the lab (SPL)	PFAS
10/7/2026	Reviewed the September water monthly operating report line by line against the operator's log, flagged four transcription errors and a recurring chlorine recording issue, and submitted the report	Water system
10/5/2026	Site visit: checks at both plants, data review, guided the Town's staff on the sludge dewatering machine repair	Site visits
Early October	Located the Q1 2026 PFAS lab report (sampled 1/27/2026) that MDE believed was missing, and assembled all five PFAS reports for submission	PFAS
September-October	Developed an interim way to dewater sludge and free sludge tank space so wasting from the clarifiers can continue	Plant operations
September-October	Discussed process adjustments with the operators; recommended routing all flow through the EQ tank before the anoxic tanks	Plant operations
September-October	Reviewed each of MDE's eight inspection corrective actions against the permit and set a next step for each	MDE inspection
September-October	Requested WET and TCT testing quotes from EA Engineering and ALS Environmental	WET/TCT

Date	Work completed	Area
9/29/2026	Responded to MDE Biosolids about the Town's 2024 sludge report	Sludge reporting
9/23/2026	Identified the NIST-certified thermometers MDE required for the sampler and sample refrigerator; the Town ordered them, and they are now installed	MDE inspection
9/22-9/23/2026	Called and emailed MDE Permitting, copied to the Town Manager, to confirm the WET/TCT carryover and two-event count, and asked whether MDE holds all PFAS reports	WET/TCT, PFAS
9/22/2026	Site visit: gathered records on sludge testing, PFAS and toxicity testing	Site visits
9/21/2026	Submitted the written 5-day report on the 9/18 overflow to MDE	Event reporting
9/15/2026	Site visit: checks at both plants; researched the composite sampler and sludge thickening equipment	Site visits
9/14/2026	Obtained the Town's discharge permit, fact sheet and application; mapped every permit obligation and deadline; identified 2024-2025 deliverables already past due	Permit
9/8/2026	Site visit: water plant checks and data review; wastewater data review	Site visits
9/1/2026	Site visit: toured and checked the full water and wastewater systems; reviewed data	Site visits

Still to confirm

- MDE's response on enforcement and on PFAS acceptance.
- Submission of all PFAS reports, including Q1 2026, to the two MDE addresses named in the inspection report.
- SPL's answers on the recycle sample, wet-weather sampling and the April 2026 report.
- EA and ALS quotes, then the first WET/TCT event scheduled for fall 2026.
- Status of inspection items 6-7 (industrial user inventory, power plan).

- September DMR filed in NetDMR by 10/28/2026.

Parties and roles

The Town of Federalsburg is the permittee and signs all certifications. SOS prepares and assists; it does not hold the permit.

Party	Role	Period
The Town of Federalsburg	Permittee under the MDE surface discharge permit (effective 2/1/2024, expires 1/31/2029). Employs the plant operators. Town Manager: Leslie Fraley.	Entire permit term
Susquehanna Operational Services (George Smith, Jordan Smith)	Superintendent oversight. Submitted the 2024 study plans; PFAS lab reports were addressed to George Smith.	About 4 years, ended 8/31/2026
Singh Operational Services, Inc. (Chandra Singh, Chris Gee)	Temporary superintendent coverage at the Town Manager's request while the Council decides on the position.	9/1/2026 to present
MDE Permitting (Colleen O'Donnell; supervisor Yen-Der Cheng)	Permit writer; receives PFAS results; decides acceptance of PFAS and WET/TCT schedule.	—
MDE Compliance (Michele Burroughs)	Inspector; issued the 9/10/2026 report; handles enforcement.	—
Contract labs	EA Engineering (WET), ALS Environmental (TCT), SPL (PFAS), Chesapeake Environmental Lab (routine, from March 2026).	—

Timeline

Events are listed in date order so the sequence of plan approvals and sampling can be followed.

Date	Event
2/1/2024	Permit takes effect. WET, TCT and PFAS plans due by about 5/1/2024.
5/13/2024	WET plan (EA) and TCT plan (ALS) submitted by Susquehanna.
6/3/2024	MDE accepts the WET plan, but testing cannot start until the TCT plan is approved.
12/3/2024	PFAS plan submitted, about 7 months late.
4/4/2025	MDE approves the TCT and PFAS plans. The PFAS 12-month window runs to about 4/4/2026.
4/25/2025	PFAS event 1 (Q2 2025).
~7/4/2025	Latest start for the first WET/TCT event under the permit's 3-month rule. Not started.
8/13/2025	PFAS event 2 (Q3 2025).
10/28/2025	PFAS event 3 (Q4 2025).
October 2025	Total phosphorus 1.1 mg/L against a 0.72 mg/L limit.
1/27/2026	PFAS event 4 (Q1 2026). Lab report dated 2/23/2026.
March 2026	Enterococci reported at 40 MPN/100 mL against a 35 limit. No 24-hour call or 5-day letter on file. Routine lab changed without notice to MDE.
7/29/2026	Additional PFAS event (Q3 2026).
9/1/2026	Susquehanna's oversight ends. SOS begins temporary coverage, as requested by the Town Manager on 8/27 and confirmed by SOS's letter the same day; Council decision pending.

Date	Event
9/10/2026	MDE inspection; report signed 9/16 and received by the Town 9/21.
9/18/2026	Plant-site overflow at the digester (~700 gallons). MDE notified by phone the same day.
9/23/2026	MDE email exchange with SOS on WET/TCT and PFAS.

Plant observations and conditions

This section reports SOS's observations from site visits since September 1, 2026, and the current status of the conditions MDE noted on September 10.

Site visits since 9/1. SOS has made five site visits since coverage began.

Date	SOS staff	Work done
10/5/2026	Chandra Singh	Checks at both plants; data review; guided the Town's staff on the sludge dewatering machine repair
9/22/2026	Chandra Singh	Gathered records on sludge testing, PFAS and toxicity testing
9/15/2026	Chris Gee	Checks at both plants; researched composite sampler and sludge thickening equipment
9/8/2026	Chandra Singh, Chris Gee	Water plant checks and data review; wastewater data review and gathering
9/1/2026	Chandra Singh, Chris Gee, Rich, AJ	Toured and checked the full water and wastewater systems; reviewed data

At each visit SOS reviewed plant data, followed up with sludge vendors and state agencies on missing data and submittals, and discussed process adjustments with the operators. Work on sludge dewatering methods is ongoing.

Condition	Noted by	Current status
EQ tank blower out of service (6-8 months)	MDE inspection	Back online
Second oxic tank offline; in-house cleaning and aeration check planned	MDE inspection	Remains offline; not needed at current low flows. Cleaning and aeration check deferred
Clarifier 1 offline; skimmer/sweep capital request	MDE inspection	On hold behind higher-priority work; capital request with the Town
Belt press out of use; sludge build-up in drying beds	MDE inspection	Belt press restart being worked on as time permits
Front-end generator and transfer switch replacement	MDE inspection	Town capital improvement, scheduled for completion by end of 2026
Composite sampler in time-based mode; SOP and training due	MDE inspection	Converted to flow-paced mode. On 10/8/2026 the contractor that repaired the sampler went over the process with the Town's staff. Written SOP not yet complete
NIST thermometers for sampler and refrigerator	MDE inspection; ordered by the Town 9/23/2026	Installed

Condition	Noted by	Current status
Other conditions observed by SOS	SOS site visits	The equalization (EQ) tank receives only emergency high flows; normal flow goes from the degritting chambers directly to the anoxic tanks. SOS recommends, as a future improvement, routing all flow through the EQ tank first, then to the anoxic process tank. The sludge holding tank was full and the sludge dewatering machine (separate from the belt press) is not working. The Town's staff are working on the machine under SOS guidance. In the meantime, SOS developed a way to dewater the sludge and create space in the tank so wasting from the clarifiers can continue.

Repairs and equipment work. Repairs, equipment rebuilds and capital improvements are performed by the Town's staff or by outside vendors engaged and paid directly by The Town of Federalsburg. SOS identifies needed repairs, makes recommendations to the Town, and advises the Town's operators while the work is under way.

Operational concerns. SOS agrees with MDE that the Town employs two licensed wastewater operators. Two other Town employees have tried to apply for their Operator-in-Training (OIT) certification. If the Town contracts with SOS, SOS can assist with that process.

Who leads each open equipment item.

Item	Who leads
Clarifier 1 skimmer and sweep	Requires the Town's engineer
Front-end generator and transfer switch	The Town; scheduled for completion by end of 2026
Sludge dewatering machine	SOS working with the Town's staff
Routing all flow through the EQ tank	SOS working with the Town's staff

Open compliance items

Ten items are open. Items 1 and 2 carry the most exposure; items 6 to 9 had short MDE response windows that ran from the Town's 9/21/2026 receipt of the report.

#	Item	Permit basis	MDE position	What the record shows	Status
1	PFAS results not submitted	II.L.2: results due within 60 days of each sampling	Violation; no Q1 sample; Permitting to decide whether to accept 7/29/2026 or require Q1 2027	Four consecutive quarters sampled 4/25/2025 to 1/27/2026, inside the 12-month window. Q1 report is on file. See data gaps below	Confirm whether all reports, including Q1, have now been sent
2	WET/TCT testing never started	II.D.2 and II.F.3: two acute WET events 12 months apart, each with TCT	Should have started Jan–Feb 2026; Permitting proposes carrying unfinished events into renewal	Susquehanna gave MDE conflicting accounts of whether testing occurred	First event planned fall 2026. Quotes requested from EA and ALS; not yet received as of 10/12/2026
3	Enterococci, March 2026	Monthly geometric mean of 35 MPN/100 mL; 24-hour call and 5-day letter	Exceedance; no notification made	MDE's table labels the limit a single-sample maximum. The March DMR is needed to confirm 40 was the monthly geomean	Verify against the March DMR

#	Item	Permit basis	MDE position	What the record shows	Status
4	Total phosphorus, October 2025	0.72 mg/L monthly average	Listed as a 53% exceedance	Inspection report is silent on notification	Confirm whether a call and 5-day letter were made
5	Lab change not reported	30-day notice of a lab change	Not notified	Routine lab changed March 2026	Lab changed March 2026, before SOS coverage. To be confirmed with the Town
6	Industrial user inventory	Annual, by February 15	Not received; due within 2 weeks of report	Dart Container is the only significant industrial user	To be confirmed with the Town
7	Extreme-weather power plan	II.K.2: due 8/1/2024	Not received; send upon receipt of report	Not among documents provided to SOS	To be confirmed with the Town
8	Composite sampler in time-based mode	Flow-paced composite required	SOP and operator training within 2 weeks	—	Flow-paced mode in place. Repair contractor went over the process with the Town's staff 10/8/2026. Written SOP not yet complete
9	9/18/2026 overflow	24-hour call and 5-day letter	Directed 5-day letter by email	Called in same day. 5-day report emailed 9/21/2026	Written report emailed to MDE 9/21/2026, within 5 days; no MDE acknowledgment received as of 10/12/2026
10	Ammonia schedule status report	Due 12 months after permit effective date (2/1/2025)	Not raised by MDE	Not among documents provided to SOS	Verify

PFAS data gaps the Council should know about. None of the four lab reports includes a recycle sample, which II.L.2 requires. The Q2 2025 sludge sample was collected 4/22/2025, not the same day as the other matrices. The reports do not identify a wet-weather event or weather conditions. The Q1 2026 field reagent blank detected 6:2 FTS at 9.11 ng/L, a quality-control flag.

Sewage sludge reporting (MDE Biosolids Division). In September 2026 MDE reported that the 2026 sludge analysis report filed on 7/28/2026 had no results, no sampling date and no lab report attached, and asked about 2024. On 9/29/2026 SOS told MDE that no 2024 sample was collected because of system work. SOS then completed the 2026 Sewage Sludge Analysis Report on MDE's current form, obtained MDE's direction on three form sections, and submitted it on the Town's behalf on 10/9/2026, signed by the Town's operator. All reported metals and PCBs are within the regulatory ceiling limits. PFOS and PFOA, which the form requires from all facilities, were not analyzed, so the report answers "No" to whether all constituents are within ceiling concentrations; future samples will include them. SOS also found that the 2026 samples were taken from wet sludge rather than the dried material removed from the plant, and gave the operator written guidance so future samples meet MDE's reporting requirements.

Overflow (9/18/2026). The digester overflow was called in to MDE the same day, and the written 5-day report was emailed to MDE on 9/21/2026.

Where MDE's statements differ from the permit or the record

Five points in MDE's report and emails do not match the permit text or the documents on file. Each could change how a finding is framed.

Topic	MDE statement	Permit text or record
PFAS Q1	No Q1 sample for 2025 or 2026 (O'Donnell, 9/23/2026)	Q1 2026 sampled 1/27/2026; SPL report dated 2/23/2026 was forwarded to SOS. Four consecutive quarters fall inside the 4/4/2025-4/4/2026 window
WET/TCT count	Referred to three TCT events paired with PFAS	II.D.2 requires two WET events, each with concurrent TCT (II.F.3). The ALS plan's "first three" wording is the likely source
WET/TCT start date	Testing due January-February 2026	Permit: start within 3 months of plan acceptance. With TCT approved 4/4/2025, the start was due about 7/4/2025 — earlier than MDE stated

Topic	MDE statement	Permit text or record
Enterococci limit	Limit shown as a single-sample maximum	Permit limit is a 35 MPN/100 mL monthly geometric mean
Prior testing	George Smith told MDE the labs performed testing and sent results to the operator; Jordan Smith said no 2026 testing was known	Not yet resolved; SOS is checking with EA and ALS

What this means for the Council's decision

Several items above have deadlines over the next 10 months, and each needs a certified superintendent to carry it through. These are the points that bear on the Council's decision, whoever is selected for the position.

1. **Continuity.** COMAR requires a certified superintendent. The plant's current MDE status is noncompliance, and the open responses need a designated person accountable to the Town.
2. **Near-term deadlines.** The September DMR is due in NetDMR by 10/28/2026. MDE has not yet decided on PFAS acceptance or on enforcement for the WET/TCT delay.
3. **Testing commitments.** The first WET/TCT event with EA and ALS is planned for fall 2026, with a second event 12 months later. Both are Town costs under the permit.
4. **Permit renewal.** The renewal application is due 7/31/2027. Any WET/TCT or PFAS items left open will carry into the renewal permit.
5. **Prior records.** The Town may need to request PFAS, WET and TCT records from Susquehanna Operational Services, given the conflicting statements made to MDE.
6. **Responsibility.** Whatever the Council decides, a written division of duties between the Town, its operators and the superintendent will reduce the risk of missed submittals.

Source documents

Most documents below were forwarded to SOS by the Town Manager. Some forwarded emails referred to attachments that were not included, so this summary reflects only the documents SOS actually received.

- MDE discharge permit, fact sheet and application (permit effective 2/1/2024)

- MDE inspection report, inspection date 9/10/2026 (Michele Burroughs)
- MDE email thread of 9/23/2026 (O'Donnell, Burroughs, Cheng, Singh)
- MDE plan approval letters: Biomonitoring (6/3/2024); TCT and PFAS (4/4/2025)
- Study plans: EA Engineering Biomonitoring Plan (March 2024); ALS Toxic Chemical Study Plan (May 2024)
- Susquehanna email transmitting the plans to the MDE Biomonitoring Coordinator
- SPL PFAS lab reports for sampling on 4/25/2025, 8/13/2025, 10/28/2025, 1/27/2026 and 7/29/2026
- Overflow notification and report form dated 9/18/2026

Referenced but not received. The Town Manager's 9/29/2026 forward of the MDE Biosolids emails described three attachments that were not included: the 2025 sludge analysis report (submitted 3/25/2026), the 2026 PFAS sludge report and annual analysis (sent to MDE by Susquehanna on 9/8/2026), and the 2026 annual sludge report. SPL's 9/8/2026 email to the operator also mentioned an April 2026 PFAS report that SOS has not received; SOS asked SPL for it on 10/8/2026.



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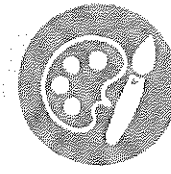
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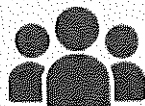
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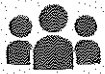
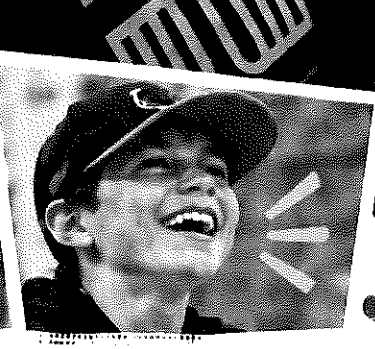
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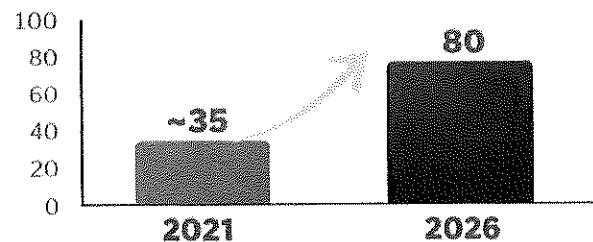


Clubs
In Every County
Statewide Goal

OUR IMPACT ACROSS MARYLAND

The Maryland Alliance of Boys & Girls Clubs unites independent Club organizations across the state to strengthen local programs, expand access to safe spaces and caring mentors, and create opportunities for young people to learn, lead and thrive. Through collaboration, advocacy and investment, the Alliance helps Clubs meet the needs of their communities — because **Maryland needs Club kids!**

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Active bodies,
healthy minds and
positive choices.



LEADERSHIP DEVELOPMENT
Building confidence
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BOYS & GIRLS CLUBS
OF THE EASTERN SHORE

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- ☒ **MONEY MATTERS**
- ☒ **POWER HOUR**
- ☒ **SMART MOVES**