

RESOLUTION NO. 2632

A RESOLUTION OF THE CITY OF SALISBURY MARYLAND ACCEPTING GRANT FUNDS AWARDED THROUGH THE MARYLAND DEPARTMENT OF NATURAL RESOURCES FROM THE CLEAN VESSEL ACT PROGRAM, WATERWAY IMPROVEMENT FUND IN THE AMOUNT OF \$9,685 FOR A REPLACEMENT SEWAGE PUMPOUT FACILITY AT THE PORT OF SALISBURY MARINA.

WHEREAS, the Maryland Department of Natural Resources has Grant Funds which supports the development, use, and enjoyment of all waters of the State of Maryland for the benefit of the general boating public; and

WHEREAS, Maryland Department of Natural Resources provides financial support to local governments for capital projects and services for the boating public; and

WHEREAS, the Port of Salisbury Marina has an existing Sewage Pumpout Facility; and

WHEREAS, the City of Salisbury desires to replace the Sewage Pumpout Facility at the Salisbury Marina; and

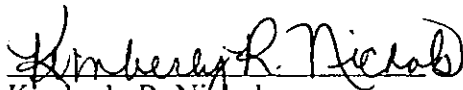
WHEREAS, the City of Salisbury will coordinate the procurement and installation of the Sewage Pumpout Facility; and


WHEREAS, the project will provide improvements to benefit the general boating public along the Wicomico River.

NOW, THEREFORE, BE IT RESOLVED that the Council of the City of Salisbury, Maryland does hereby accept the grant of \$9,685 from the Maryland Department of Natural Resources for the replacement of the sewage pumpout station at the Port of Salisbury Marina.

THE ABOVE RESOLUTION was introduced and read and passed at the regular meeting of the Council of the City of Salisbury held on this 9 day of May, 2016 and is to become effective immediately upon adoption.

ATTEST:


Kimberly R. Nichols
CITY CLERK


John R. Heath
PRESIDENT, City Council

APPROVED by me this 10th day of MAY, 2016


Jacob R. Day
MAYOR, City of Salisbury

City of Salisbury



MARYLAND



125 NORTH DIVISION STREET
SALISBURY, MARYLAND 21801
Tel: 410-548-3170
Fax: 410-548-3107

MICHAEL S MOULDS, P.E.
DIRECTOR OF PUBLIC WORKS


JACOB R. DAY
MAYOR

M. THOMAS STEVENSON, JR.
CITY ADMINISTRATOR

JULIA GLANZ
ASSISTANT CITY ADMINISTRATOR

Memorandum

To: Tom Stevenson, City Administrator

From: Mike Moulds, Director of Public Works 

Date: March 28, 2016

Copy:

Re: DNR Waterway Improvement Fund Grant – Salisbury Marina Sewage Pump out Replacement Project

The City has been awarded a Clean Vessel Act Program grant in the amount of \$9,685 from the Maryland Department of Natural Resources Waterway Improvement Fund. The grant will fund the replacement of the existing sewage pump out system at the Port of Salisbury Marina. The pump out system provides a marina service to boaters to be able to pump out their holding tanks.

The grant will fund 100% of the cost of the pump out system. City staff will perform the installation.

Attached is a copy of the Grant Agreement and proposed Resolution.

Should you have any questions or require any additional information, please do not hesitate to call.



MAR 17 2016

SALISBURY PUBLIC WORKS
Boating Services Unit

Boyd Rutherford, Lt. Governor

Mark Belton, Secretary

Joanne Throwe, Deputy Secretary

Mr. Michael Moulds
Port of Salisbury Marina
125 North Division Street, Room #202
Salisbury, MD 21801

March 14, 2016

Dear Mr. Moulds:

Thank you for submitting an application to replace the permanent pumpout unit at Port of Salisbury Marina. I am happy to approve the application (copy enclosed), and please accept this letter as approval of your plans to purchase and install a KECO 900-M34 2HP peristaltic permanent pumpout system, and pumpout accessories. The total projected cost is \$9,685.00.

~~The marina will be eligible for a 100% reimbursement by submitting paid invoices and proof of payments (e.g. copy of canceled checks or credit card statements) to the Maryland Department of Natural Resources.~~

Please notify me when the project is complete to schedule a final project inspection. In the meantime, enclosed are three blank invoice forms that you may use for the marina's reimbursements. Equipment expenses are reimbursable as you incur them (with proof of payment). Installation expenses are reimbursable only after the final project inspection has been conducted.

If you determine during the course of this project that you need to hire a contractor to help with installation, please contact me before proceeding so that our agreement can be amended. Any plumbing or electrical work must have three competitive bids from Maryland occupational and professionally licensed trades professionals; and all required permits.

As outlined in the terms and conditions, the applicant agrees to charge no more than \$5.00 per pumpout; maintain the pumpout in operating condition for a minimum of ten years; make the pumpout available to the general public during reasonable hours; and notify the Maryland Department of Natural Resources when the pumpout is out of service.

Thank you for providing pumpout service to boaters and for ensuring that your pumpout facilities are properly maintained. I can be reached at 410.260.8772 or Christie.Martinez@maryland.gov if you have any questions.

Sincerely,



Christie Martinez

Boating Services Unit

Enclosures (4)

- 1) Approved grant application copy.
- 2) Three blank reimbursement forms.

STATE OF MARYLAND
DEPARTMENT OF NATURAL RESOURCES
BOATING SERVICES UNIT
TAWES STATE OFFICE BUILDING
580 TAYLOR AVENUE E-4
ANNAPOLIS, MARYLAND 21401 pumpout@dnr.state.md.us

Date March 7, 2016

MARINE SEWAGE PUMPOUT GRANT APPLICATION

1. MARINA NAME: Port of Salisbury Marina TELEPHONE NUMBER: 410-548-3176

2. NAME & ADDRESS OF PERSON RESPONSIBLE FOR THE PROJECT:

James D. Grindle, P.E.; Senior Project Engineer

Salisbury Public Works; 125 N. Division Street, Room 202; Salisbury, MD 21801

3. MARINA'S LOCATION:

ADDRESS: 506 West Main Street; Salisbury, MD 21801

MAILING ADDRESS (IF DIFFERENT):

BODY OF WATER: Wicomico River COUNTY: Wicomico

4. DESCRIPTION OF PROJECT (NOTE: ALL MARINE SEWAGE PUMPOUT FACILITIES MUST ALSO HAVE THE CAPABILITY TO PROPERLY DISPOSE OF PORTABLE TOILET WASTE):

Replace existing sewage pumpout with a new 2 HP peristaltic pump.

PROPOSED SEWAGE DISPOSAL METHOD: PUBLIC SEWER , HOLDING TANK ,
OTHER (DESCRIBE) _____

5. NUMBER OF WET SLIPS AT MARINA: 39 TYPE & SIZE OF VESSELS TO BE SERVICED:
Motorized and Sailing Vessels up to 40 feet in length

6. PROJECT TIME FRAME: START 4/1/2016 COMPLETE 6/30/2016

7. FUNDING REQUESTED (Maximums: \$15,000, new installations \$16,000, replacements/upgrades)
\$ 9,850.00

8. NAME & ADDRESS TO APPEAR ON REIMBURSEMENT CHECK:

City of Salisbury, Maryland; c/o City of Salisbury Department of Public Works; 125 N. Division Street, Room 202

Salisbury, MD 21801

Federal I.D. # 52-6000806

9. INDIVIDUAL HAVING DAY-TO-DAY RESPONSIBILITY FOR DIRECTION & INSTALLATION OF PROJECT

NAME TBD TITLE Salisbury Public Works Utilities Phone # 410-548-3105

10. TERMS AND CONDITIONS: IN SUBMITTING THIS GRANT APPLICATION TO THE DEPARTMENT OF NATURAL RESOURCES, THE APPLICANT HEREBY ACCEPTS THE TERMS AND CONDITIONS SET FORTH AS FOLLOWS:

A. The applicant will not discriminate against any person on the basis of age, sex, handicap, race, color, creed or national origin, in the use of any property or facility acquired or developed pursuant to this proposal. In addition to pumping out boat holding tanks, all facilities will have the capability to properly dispose of portable toilet waste and the pumping/dumping facility must be made available to the general public during reasonable business hours.

B. The applicant agrees to maintain the pumpout in operating condition, inclusive of necessary maintenance, for a minimum of ten years and will charge no more than \$5.00 per pumpout for the first 50 gallons and an additional ten cents per gallon for every gallon above 50 gallons. The applicant also agrees to notify the Department upon any change in the price charged for a pumpout or in its operating hours. Additionally, if the pumpout is out of service for any reason, other than severe weather, between April 15th and November 15th, the applicant will notify the Department immediately.

C. The applicant understands that he/she will own and be responsible for the pumpout. By providing financial, or other, assistance to the applicant, both the State and federal government assume no liability for the pumpout ds installation or use.

D. The applicant understands and agrees that **this is a reimbursement program** and that, upon being given approval by the Department to proceed, the applicant must pay for the purchase and installation of the facility and no reimbursement will be made for invoices that are not on a proper form and are not accompanied by suitable proofs of payment (including cancelled checks).

E. **The applicant will not purchase or install a pumpout until given specific approval by the Department to do so.** Purchasing and/or installing a facility without specific approval of the Department invalidates the grant agreement. This approval will be predicated on the following:

- the needs of the Department and the availability of funding,
- the receipt of approval to install a pumpout by the Maryland Department of the Environment (MDE),
- the submission, by the applicant, to the Department of copies of all local permits,
- the submission to the Department of a specific proposal for the applicant to purchase and install a pumpout. The proposal must include: 1) the type of equipment to be used (**more than one bid for equipment is encouraged**); 2) a site drawing showing the plans and specifications for the project; and 3) **at least three competitive bids for the installation from contractors licensed to do business in Maryland**. With prior approval, the applicant may utilize in-house labor provided State guidelines and policies are followed (please contact the Department and obtain specific information prior to incurring these expenses). Proper documentation for in-house labor (such as time cards) will be required prior to reimbursement. Clean Vessel Act Grant rules prohibit DNR from reimbursing facility owners for their time spent on the pumpout project.

F. Construction of additional slips or additional on-shore facilities is not authorized by this grant.

G. The pumpout shall be used for the collection of boat sewage only. No bilge or oily waste shall be collected in the pumpout.

H. Plans and specifications for the facility and holding tank, if applicable, shall be submitted and approved by the local Health Department prior to construction of the pumpout.

I. Sewage disposal agreements with local wastewater treatment plants, local sanitary commissions, and/or public works departments, where applicable, shall be submitted to and approved by the local Health Department prior to construction.

J. The marina owner or agent is responsible for the obtaining of and compliance with all permit and health department requirements, state and local codes and the inspection of the project to insure compliance of materials, products, and workmanship with the approved plans and specifications. Periodic inspections and a final inspection may be made by the Department to insure funds are properly spent. These inspections will not include design/engineering adequacy nor State and local code compliance as these items are the responsibility of the installer.

K. Any payment to contractors in excess of the agreed upon price must be approved by the Department prior to payment to be eligible for reimbursement.

L. The Department will provide the marina with a sign which shall be posted in a conspicuous place by the marina owner.

M. The applicant agrees that if the marina is sold, a written agreement will be obtained from the new owner (and subsequent owners) that ensures continued compliance with this agreement. The applicant also agrees that if the marina is sold or transferred, the grant funded pumpout equipment will remain at this location.

N. If the marina owner or agent ceases to maintain this location as an operational pumpout, or does not comply with the above conditions, all monies paid by the Department of Natural Resources will be reimbursed to the Department of Natural Resources by the marina owner or agent.

O. All projects must be in compliance with the Maryland Economic Growth, Resource Protection, and Planning Act of 1992 prior to the reimbursement of any State funds.

11. CERTIFICATION

As the owner of the marina or agent designated to represent this marina, I request that a grant be made available from the Clean Vessel Act and/or the Waterway Improvement Fund within the current grant limits; and that the marina owner or agent will, if necessary; (a) provide without costs to the State of Maryland, all necessary lands, easements, and rights-of-way required for construction and subsequent maintenance of the project, including an approved method for final disposition of sewage if holding tanks are used; (b) hold and save the State of Maryland free from damages that may result from the construction of the project; (c) accomplish, without liability to the State of Maryland, alterations and relocations as required in sewer, and water supply drainage, and other utility facilities; and (d) will assure that the facility will be designed and constructed for handicapped persons pursuant to Section 51, Article 78A, of the Annotated Code of Maryland.

12. It is understood and agreed by the applicant that if the pumpout installation is not complete within one year of the date of application, the application will be null and void. The applicant must then reapply, with no guarantee of acceptance into the program.

13. I certify that I have prepared this application and the above information is complete and true to the best of my knowledge.

(Signature) 

(Name) Michael S. Moulds, P.E.

(Date) March 7, 2016

(Title) Director, City of Salisbury Public Works

DEPARTMENT OF NATURAL RESOURCES - BOATING SERVICES

Approved: _____

BOATING PROGRAM IMPLEMENTATION DIVISION

Grant Officer Assigned: Christie Martinez
Telephone Number: (410) 260-8772

DNR BA 0024
DNR - (06-12)

City of Salisbury



MARYLAND

Salisbury



2010

125 NORTH DIVISION STREET
SALISBURY, MARYLAND 21801
Tel: 410-548-3170
Fax: 410-548-3107

MICHAEL S MOULDS, P.E.
DIRECTOR OF PUBLIC WORKS

JACOB R. DAY
MAYOR

M. THOMAS STEVENSON, JR.
CITY ADMINISTRATOR

JULIA GLANZ
ASSISTANT CITY ADMINISTRATOR

March 7, 2016

Ms. Christie Martinez
Maryland Department of Natural Resources
Boating Services
Tawes State Office Building
580 Taylor, Ave. E-4
Annapolis, MD 21401

Re: Proposal to install a new
Sewage Pumpout for
Port of Salisbury Marina
Salisbury, MD

Dear Christie;

The City of Salisbury, MD Department of Public Works proposes to purchase and install a new Keco Pump and Equipment Model 900-M34 2 HP Peristaltic Pump at the Port of Salisbury Marina Sewage Pumpout Facility. The proposed pump will replace the existing pump.

The new pump will be mounted on an existing elevated concrete pedestal at the current location of the Sewage Pumpout adjacent to the fuel pumps (see the attached drawing). The sewage will be pumped from the Sewage Pumpout through approximately 228 feet of 2" PVC pipe to a City of Salisbury Sewer Manhole located 30 feet north of the Port of Salisbury Marina Office.

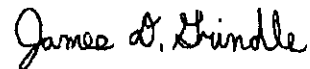
The projected cost of the proposed pump is summarized below:

Keco Pump & Equipment Model 900-M34 2 HP Peristaltic pump for \$ 9,685.

The Pumpout will be open to the general public from 7:00 am - 5:00 pm Monday- Friday and 7:00 am - 7:00 pm Saturday and Sunday.

Please do not hesitate to contact me should have any questions or concerns regarding this proposal.

Regards;



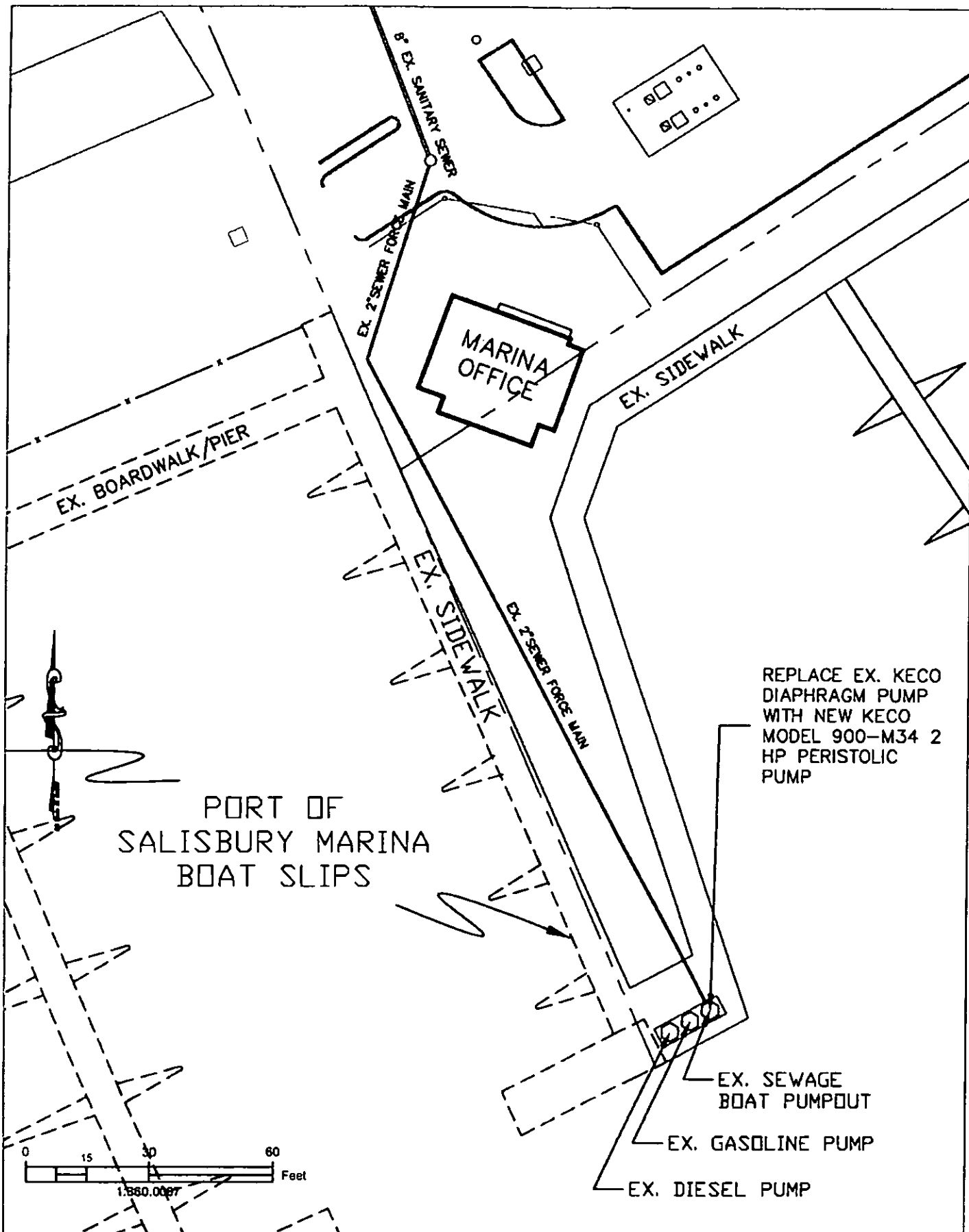
Jim Grindle, P.E.
Senior Project Engineer
Salisbury Public Works

Telephone: 410-548-3170

Facsimile: 410-548-3107

E-Mail: jgrindle@ci.salisbury.md.us

cc: Michael S. Moulds, P.E., SPW Director
Glenn Lay, Port of Salisbury Dockmaster
File Copy



REPLACEMENT SEWAGE PUMPOUT FOR THE PORT OF SALISBURY MARINA

SCALE: 1" = 30'