

# Carroll County Water Resource Coordination Council

Hampstead \* Manchester \* Mt. Airy \* New Windsor  
Carroll County Health Department



\* Sykesville \* Taneytown \* Union Bridge \* Westminster  
Carroll County Government

## WRCC Meeting Summary

October 25, 2023

### **Attendees:**

#### Municipalities:

- Kevin Hann, Chair, Hampstead
- Jim Wieprecht, Vice Chair, Taneytown
- John Dick, Westminster
- Gary Dye, New Windsor
- Delbert Green, Manchester
- Mayor Perry Jones, Union Bridge
- Rodney Kuhns, Manchester
- Alex Perricone, Manchester
- Kevin Rubenstein, Sykesville
- Kevin Smeak, Taneytown
- Dick Swanson, Mount Airy
- Christina Swisher, Hampstead

#### CC LRM:

- Brenda Dinne
- Glenn Edwards
- Chris Heyn, Director
- Claire Hirt
- Byron Madigan
- Kelly Martin
- Denise Mathias
- Zach Neal
- Janet O'Meara
- Pat Varga
- Hannah Weber

#### Health Department:

- Richard Brace

#### CCG Others:

- Andy Watcher, CC DPW
- Bryan Bokey, CC DPW
- Jason Green, CC DPW
- Lydia Rogers, CC M&B

#### Guest Speakers:

- Eric Dutrow, Maryland Rural Water Association (MRWA)
- Scott Delude, MRWA
- Rodney Marvin, MRWA

### **1. Opening Statement**

#### **Chair – Kevin Hann**

Mr. Hann opened the meeting at 2:30 PM.

Mr. Hann introduced Christina Swisher, the Town staff member assisting with the Lead Service Line inventory.

He reminded everyone to come out to the Environmental Symposium on Saturday, October 28, 2023.

#### **Vice Chair – Jim Wieprecht**

None.

### **2. Approval of Meeting Summary – September 27, 2023**

Approval of the September meeting summary was discussed. No changes were made.

**APPROVAL OF MINUTES:** Motion was made by Dick Swanson and seconded by Alex Perricone to approve the September 27, 2023, meeting summary. Motion carried.

### 3. Lead & Copper Rule Inventory Assistance – Eric Dutrow, Maryland Rural Water Association

- Eric Dutrow of Maryland Rural Water Association (MRWA) provided information about MRWA and the assistance that MRWA can provide in completing the Lead Service Line Inventory required by EPA/MDE. He was accompanied by co-workers, Scott Delude and Rodney Marvin.
- Mr. Dutrow gave an overview of MRWA's services and staff.
- MRWA can help with the MDE inventory spreadsheet, identifying service line installation dates, and methods for identifying service line materials on the system and homeowner sides of the service line.
- He shared some information about the spreadsheets themselves. Currently, MDE has rescinded the original spreadsheets to make revisions. It is expected to be available again in November 2023.
- Some municipalities/systems are providing incentives to homeowners to cooperate with the staff to complete the inventory.
- He reviewed some potential sources of data.
- Some funding may be available to assist with this funding. Once the information to apply for this funding is available, MRWA will send the information to its members.

#### *Reference/Attachment:*

- *Presentation: Lead Service Lines Inventory, Carroll County, MD*

### 4. Water Resources Element (WRE 2024) Update – Brenda Dinne

- Task 1.2: Automation of Portions of Buildable Land Inventory Model: GIS staff will be meeting with Hazen on November 9 for a revised demonstration.
- Task 2: Groundwater Allocability: Task completed.
- Task 3: Emerging Contaminants: Task completed.
- Task 4: MDE TIPP Spreadsheet Comparison: Hazen is populating the MDE TIPP (TMDL Implementation Progress and Planning tool) spreadsheets for the six watersheds in Carroll County. Some errors in the spreadsheets were found and brought to Maryland Department of the Environment's (MDE) attention. They were fixed and sent back to Hazen. The results will be used for the 2023 NPDES MS4 Annual Report.
- Task 5: Climate Change Impacts: Awaiting the final technical memo.
- Task 6: Update 2010 WRE Supporting Documents: Work on Task 6 is in progress. Hazen will be updating the data in the actual 2009 Malcolm Pirnie reports. The update will include incorporating changes to regulations that have occurred since 2010 and impacts of climate change and emerging contaminants. Each municipality/system confirmed a contact person for Hazen as they update the information in Appendix A of the 2009 Carroll County Alternatives Evaluation report.

#### *Reference/Attachment:*

- *N/A*

### 5. Municipal Stormwater Projects Update – Janet O'Meara

- Janet O'Meara shared that Gianni Assi will be filling Elizabeth Caron's position, effective September 28. Interviews are in progress for his former Stormwater Reviewer position, as well as for the Watershed Management Coordinator position.
- Ms. O'Meara provided an update on the municipal stormwater restoration projects.

#### *Reference/Attachment:*

- *Municipal Project Status, October 2023*

## 6. Other

- November WRCC Meeting: The next meeting will be held on November 15 will be held a week earlier than usual due to the Thanksgiving holiday.
- November Guest Speaker: The Center for Watershed Protection will share an update on recent projects.
- 2024 Meeting Dates: Brenda Dinne provided 2024 meeting dates, as well as a tentative calendar of agenda topics through May 2024.
- 2023 NPDES Annual Report: Ms. Dinne is updating the Public Education section of the annual report. She will be emailing the municipalities with a few questions/clarifications.
- FEMA Flood Risk Review Meeting: The Federal Emergency Management Agency (FEMA) will be holding a virtual meeting on November 17, 2023, regarding FEMA maps changes. Frederick and Howard Counties have completed mapping that provides more accurate information for the Monocacy and South Branch Patapsco Rivers. FEMA will update the Carroll County maps to reflect the updated information for those shared floodplains.
- Stormwater Pollution Prevention Training Workshop: The annual stormwater pollution prevention workshop for the NPDES MS4 co-permittees and partners will be held on November 3, 2023, at the Public Safety Training Center. The training is geared towards managers, supervisors, and town/city managers.
- Maintenance Center Open House: An open house will be held at the Carroll County Maintenance Center on November 8, 2023. Staff will be offering salt truck calibrations. Glenn Edwards encouraged the municipalities to take advantage of this service.
- Watershed Restoration Supervisor: Ms. O'Meara shared the Claire Hirt will be moving into this position, effective October 26, 2023. Her former position will be advertised. A representative from the WRCC will be asked to sit in on the interviews to fill that position.
- Equine Meadows Project in Manchester: Alex Perricone indicated that Chesapeake Bay Trust may be providing funding to Trout Unlimited for a project at Equine Meadows. Ms. O'Meara indicated that Maryland Department of Natural Resources has already reached out to Chris Heyn.
- Water & Sewer Master Plan Triennial Update: Hannah Weber indicated that MDE has officially approved the triennial update. All updated maps are online. If needed, municipalities may request hardcopies from Comprehensive Planning.
- Water Levels: Zach Neal reported that stream levels are still hurting. They are down ~1 to 6 percent.

### *Reference/Attachment:*

- *2024 WRCC Meeting Dates*

## 7. Adjournment

The meeting adjourned at 3:43 PM.

**MEETING ADJOURNMENT:** Motion was made by Dick Swanson and seconded by Alex Perricone to adjourn the October 25, 2023, meeting. Motion carried.

### **Upcoming Meetings:**

- ☐ *Regular Monthly Meeting – Wednesday, November 15, 2023*



**MARYLAND**  
RURAL WATER ASSOCIATION

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**WELCOME!**

**Lead Service Lines  
Inventory  
Carroll County, MD**



**MARYLAND**  
RURAL WATER ASSOCIATION

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**Who are we, what is our  
mission, and how can  
we help?**

# Our Mission

We are here to help!

We provide a variety of services, training, and on-site assistance for rural areas throughout the State of Maryland to ensure these communities have access to safe, clean, affordable drinking water.



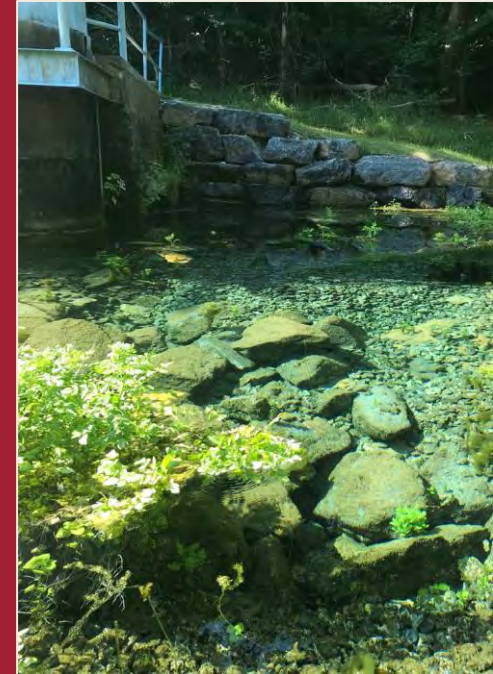
# Our Areas of Expertise



Water



Wastewater



Sourcewater



# Water

- Treatment Plant Issues
- Leak Detection / Line Location
- Correlation
- Hydrant Flushing & Other Maintenance
- Water Audits
- Funding Sources & Applications Assistance
- Operations Problems Correction
- Security / Cybersecurity
- Compliance w/ Regulations
- Onsite Training / Teaching



Eric Dutrow,  
USDA Circuit  
Rider

Mark Davis,  
USDA Circuit  
Rider





# Water

- Treatment Plant Issues
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Scott Delude,  
State Circuit  
Rider

Rodney Marvin,  
State Circuit  
Rider



# Wastewater



- Treatment Plant Problem Solving I & I (Inflow & Infiltration)
- Sewer Camera Analysis
- Smoke Testing
- Solid Waste Disposal Compliance w/Regulations Security
- ENR (Enhanced Nutrient Removal)

Austen McCarter,  
Wastewater Technician



# Source Water Protection



- Source Water Delineation of Watershed
- Source Water Assessment Study & Report
- Existing and Potential Contaminant Sources
- Threat Assessment
- Establish Watershed Protection Committee
- Public Awareness Program, Signage
- Contaminant Monitoring
- Emergency Response & Contingency Plans
- Source Water Protection Plans
- GIS Wellhead/Watershed Mapping

Sarah Frymark,  
Source Water Specialist



# Training

MRWA's Training and Technical Assistance program, featuring both in-person and online classes, is funded through the U.S. Environmental Protection Agency and the Maryland Dept. of the Environment. MRWA's courses are approved by MDE for certification of Training Review & Education (TRE) hours to be credited to operators' state license requirements.

- MDE Water Sampler Certification (additional cost/class)
- Certification training for members who need State water, wastewater, collections, or distribution licenses.
- Continuing Education for Certified Operators



# New Program: Energy Efficiency

MRWA now offers free energy use assessments to water and wastewater facilities. Our Energy Efficiency Advisor meets with onsite personnel to review system energy usage, then generates a report that includes recommendations for potential energy savings by changes in operational procedures.

The Advisor provides an efficiency assessment of the major energy consuming equipment used including motors, pumps, blowers, compressors, HVAC, lighting and building improvements. The assessment outlines potential savings resulting from replacing existing older, less-efficient equipment with new, energy-efficient equipment, as well as the estimated projected payback period from these energy savings.

Dennis Bartholomew,  
Energy Efficiency Advisor



# New Program: Apprenticeship

Water and Wastewater Operations Specialists are imperative to our community for access to clean drinking water and to ensure wastewater effluent is returned to the environment properly. But with close to 50% retiring in the next five years, communities will fail to prosper or eventually even exist if replacements aren't put in place AND properly trained.

Our nationally registered Apprenticeship Program has been developed in response to the industry's need to train the next generation of skilled workers and standardize training across the state of Maryland. This 2-year program is designed to train operators through both coursework and on-the-job, experience-based learning and will culminate in MDE certification.

Patty Shreves, Apprenticeship  
Development Coordinator



# Membership Benefits

MRWA is able to provide most of our services and training to small and rural water and wastewater systems for FREE. We are an association built of small towns, Maryland counties, industry vendors and private individuals who all believe that everyone everywhere deserves access to clean, safe and affordable drinking water and the assurance of safe wastewater effluent.

MRWA members receive a range of discounts on services, free publications, reduced rates at our conferences, special prices for training, and much more ... they know that through their sustaining membership, they help to ensure MRWA remains in place to assist small and rural systems in their critical roles of maintaining public health and safety.





**MARYLAND**  
RURAL WATER ASSOCIATION

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# Lead Service Lines Inventory



# Strategies for Compliance

- Engineering Services
- Private Specialty Companies
- In House



# Private Companies

- 120Water ([www.120water.com](http://www.120water.com))\*
- Trinnex ([www.trinnex.io](http://www.trinnex.io))
- Blue Conduit ([www.blueconduit.com](http://www.blueconduit.com))

\*MRWA members receive discounted rates on 120Water products



# Private Companies



PROS:

- Knowledge of Subject



CONS:

- Cost
- Won't really help with data collection



# In House



## PROS:

- Current knowledge of System
- May gain more knowledge of system
- Lower Cost to System



## CONS:

- Large demand on time!
- Staffing requirements



# How MRWA Can Help



- Help with the MDE Inventory Spreadsheet
- Help identifying service line installation date
- Help with methods for identifying material on the system side of service line
- Help with identifying material on the homeowner side of service line



# MDE Service Line Inventory Spreadsheet



- Training coming soon for water systems (per MDE, maybe November 2023?)
- Per MDE, there will be a simple form for systems built after May 17, 1972
- Per MDE, current spreadsheet will be replaced by an updated spreadsheet in October 2023
- Although the spreadsheet is very complex, many cells are optional and do not need to be filled in!



# Special Requirements for “New” Water Systems

For “new” water systems, there will be a simple form to complete (in lieu of completing the service line inventory spreadsheet) that will indicate the entire distribution system was constructed after Maryland’s law excluding lead pipes as an allowable material to be used for water service pipes (COMAR 09.20.11.10A) became effective.

This “new” water system inventory form will be made available on MDE’s website. For the purpose of the LCRR service line inventory, a “new” water system is defined as a water system with the distribution service line pipes, connecting water mains to buildings, installed on or after May 17, 1972.



# SL Inventory Information Color-coding

Color-Coded* Legend for Columns (i.e., Field Names) on Pages 1 through 4 and the "SL Classification - AutoGen" Worksheet		
	=	<b>Sensitive information (will not be shared with public) must be provided to MDE by October 16, 2024 unless indicated as optional</b>
	=	<b>Must be provided (i.e., cell not left blank, unless indicated otherwise) to MDE by October 16, 2024</b>
	=	<b>Optional but <u>highly recommended</u> - Information might be needed for validation/verification purposes, BIL funding eligibility, future LCR requirements (e.g., sampling plan under LCRI)</b>
	=	<b>Optional - information might be useful for future LCR requirements (e.g., sampling plan under LCRI)</b>
	=	<b>Information auto-generated by MDE</b>
<p><i>*EXCEL has settings for color blind individuals. Contact MDE if you need assistance.</i></p>		





# Entering Data in Spreadsheet



- Please review Appendix F in MDE Service Line Inventory Spreadsheet
- Try to use an existing database to copy and paste data into spreadsheet
- For unique identification number, use something that makes sense to the system:  
Existing account number or address
- Small systems may find it easier to manually enter every tap as a line in the spreadsheet



# Appendix F

## Appendix F: Instructions on How to Copy-Paste Data as “Values” Only (i.e., Without Any Formatting) in Microsoft Excel Spreadsheet

1. Select the cell(s) with the content you want to copy.
2. To copy data from these cells:
  - If using keyboard, press Ctrl + C (or Command + C, for Mac).
  - If using a mouse, left-click on the “Copy” icon under the “Home” ribbon



Or right-click on the selected cells and choose “Copy”.

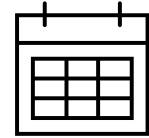


3. Select the cell(s) into which you want to paste the data (i.e., destination cells).
4. To paste data as “Values” only (i.e., without any formatting):

**NOTE:** Pasting using keyboard shortcut (i.e., Ctrl + V or Command + V, for Mac) cannot be used to paste as “Value” only; therefore, data must be pasted using the steps below.



# Identifying Service Line Installation Dates



- Use existing data from previous SDWA requirements such as 1991 Lead & Copper Rule
- Use distribution maps for dates of water line installation, including replacements to older sections of water system
- Use Carroll County GIS Interactive map site. Note: This will give date structure was built, but on infill lots main side material may be older
- Review Appendix C in MDE Service Line Inventory Spreadsheet
- Statistical or Machine Learning Modeling
- Use the best data that you have and let MDE figure it out!

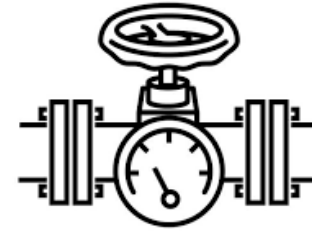


# Service Line Materials

<b>Entire Service Line Material Classification</b>	<b>Definition</b>
<b>Lead SL</b>	Any portion of the service line is known to be made of lead.
<b>Galvanized Requiring Replacement SL</b>	The service line is not made of lead, but a portion is galvanized, and the system is unable to demonstrate that the galvanized line was never downstream of a lead service line.
<b>Non-Lead SL</b>	All portions of the service line are known NOT to be lead or GRR through an evidence-based record, method, or technique.
<b>Lead Status Unknown SL</b>	The service line material is not known to be lead or GRR. For the entire service line or a portion of it (in cases of split ownership), there is not enough evidence to support material classification.



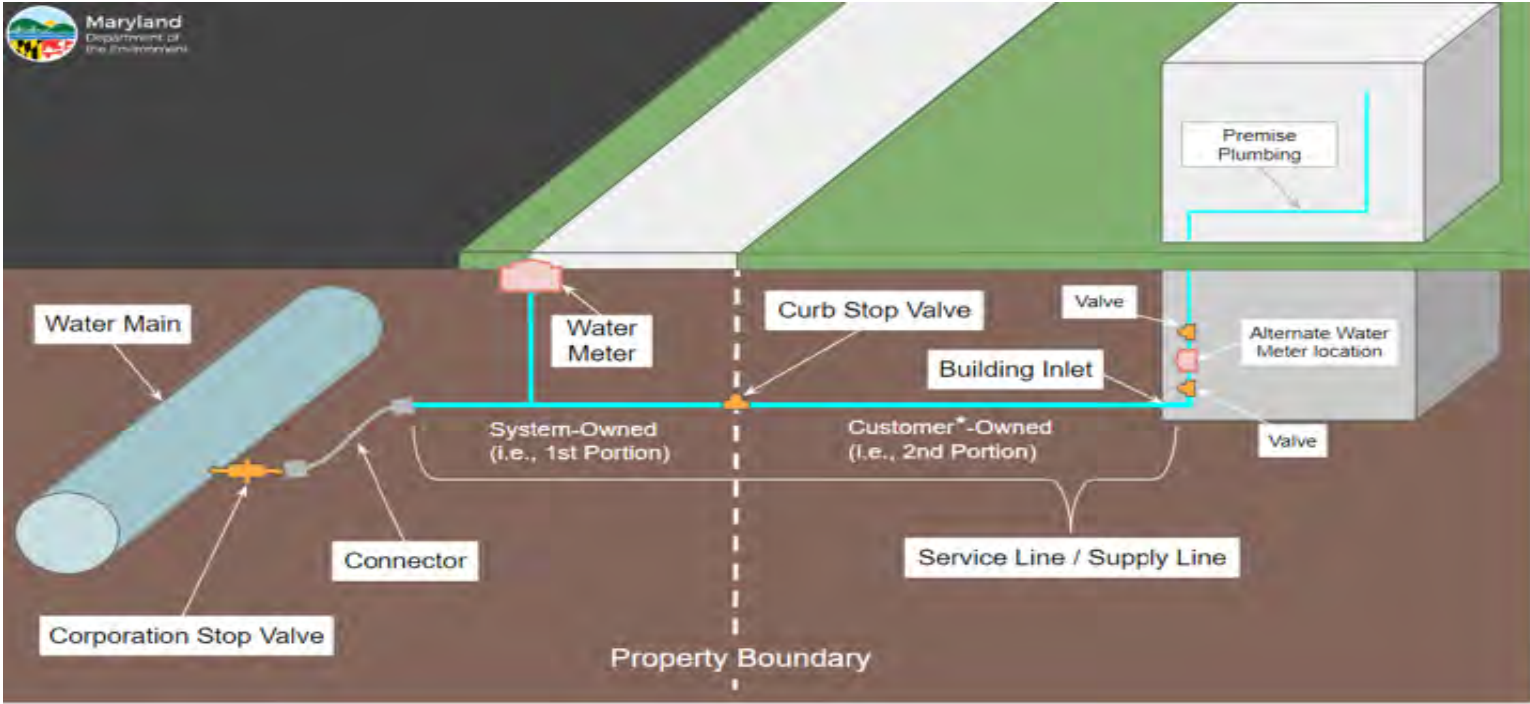
## 1<sup>st</sup> Portion of Service Line



- Anything built or upgraded after May 17, 1972 is considered non-lead
- Any systems that have meter vaults, the material on the main side of the vault equals portion 1 material. **Need confirmation from MDE**
- If you use curb stops and can see into the bottom of the box, the material on the main side of the box equals portion 1 material. **Need confirmation from MDE (?)**



# Appendix B



## 2nd Portion of Service Line



- Under most circumstances this will be the homeowner portion of the line
- You will need to have a media, customer outreach plan to gain the homeowners' "buy-in" on this
- You may have to offer incentives to your customers to return surveys
- Make this an opportunity to show your customers how concerned you are about their water



# How to check your water service line material

The City's water mains are not made of lead. However, the water service line running from the water main to your home may be made of lead or steel.

Lead can also be found in older brass fixtures and valves and in old solder or epoxy, where pipes are joined.



You can test the water service line where it connects to the water meter in the basement.



**Water Service Line**  
May be made of lead, copper, galvanized steel or plastic.

**⚠ For any questions about lead in your water:**

**Call us at (215) 685.6300.**  
Our staff will provide information on water testing, safety tips and replacement options.

### Possible Pipe Materials



## Follow these steps:

### You will need:

- Key or a coin
- Strong refrigerator magnet

1. Find the water meter in your basement.  
Look at the pipe that comes through the outside wall of your home and connects to your meter.
2. Carefully scratch the pipe (like you would a lottery ticket) with a key or a coin. Do not use a knife or other sharp tool. Take care not to make a hole in the pipe. If the scratch turns a shiny silver color, it could be lead or steel.  
**NOTE:** If pipe is painted, use sandpaper to expose the metal first.
3. Place the magnet on the pipe.  
If a magnet sticks, it is a steel pipe.



### Other ways you can check for lead:

- Purchase a lead test kit at a hardware or home improvement store. These kits test what the pipe is made from—not the water inside. Look for an EPA recognized kit.
- A licensed and insured plumber can inspect your pipes and other plumbing for lead or steel. Replacing an older brass faucet or valve might reduce the lead in water.

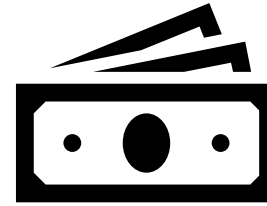


# Betterton example

<https://www.md-rwa.org/resources/lead-service-lines-survey/>



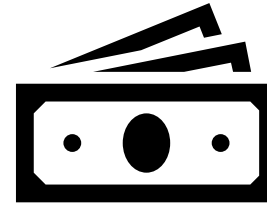
# Funding Opportunities



- If you have a good Grant Writer, you may be able to take advantage of grants to help you accomplish the Lead Service Line Inventory
- If you don't have a Grant Writer, MRWA Circuit Riders will help you write a grant request
- Remember the deadline for submitting loan/grant requests to the MDE will be between January 1-31, 2024



# Funding Opportunities

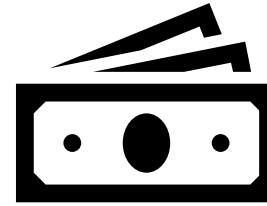


For CWS and non-profit NTNCWS that have lead or GRR service lines, funding for the replacement of service lines and mains is available through the Drinking Water State Revolving Loan Fund (DWSRF) and Bipartisan Infrastructure Law (BIL).

For additional information, please visit MDE's Water Infrastructure Financing Administration webpage.



# Funding Opportunities



Additionally, the University of Maryland Environmental Finance Center is providing direct support to municipalities and water utilities in Maryland to help them access federal and state funding to address water infrastructure needs across drinking water, wastewater, stormwater, and source water.

This assistance will be delivered over the next five years (from April 2023 through March 2028) at no cost to recipients through an award from the EPA. Available services include: assistance identifying water challenges; developing plans; building technical, financial, and managerial capacity; and completing funding application materials.

Assistance is available on a need basis, with priority given to historically underserved and disadvantaged communities. To request assistance, contact Michelle Kokolis at [mkokolis@umd.edu](mailto:mkokolis@umd.edu) .



# Random Thoughts



- Remember “Lead Status Unknown SL” is a choice. It would be best to have a definitive answer for each service line before October 24 , 2024
- There are rumors that the Service Line Inventory date may be extended – “hope is not a plan,” be ready
- This is an on-going and dynamic process. The inventory will change as repairs or replacements are made
- The Lead Service Line Inventory is only a part of the Revised Lead & Copper Rule. There will be new and additional testing requirements coming soon



# Questions?





**MARYLAND**  
RURAL WATER ASSOCIATION

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**THANK YOU!**  
**Lead Service Lines**  
**Inventory**  
**Carroll County, MD**

# MUNICIPAL STORMWATER PROJECT STATUS

October 25, 2023

## FUTURE PROJECTS:

**Michael's Property (Hampstead)** – Project is on hold until Town has obtained approval from property owners to move forward.

**Meadow Ridge Basin 2 (Westminster)** – Retrofit of existing facility to provide water quality through a surface sand filter. This site is adjacent to the pump station at the edge of the City limits.

**Hampstead Valley 2/3 (Hampstead)** – Hampstead Valley facilities 2 and 3 will be retrofit as a stream restoration project to decommission Sycamore Drive as a roadway embankment. The design will include a stream restoration beginning immediately downstream of the proposed Hampstead Valley 1 facility and continue to Sycamore Drive.

## CONCEPT DESIGN:

**Hampstead Valley 1 (Hampstead)** – Retrofit of existing detention basin to a surface sand filter. Site is located just south of Lower Beckleystown Road near a production well. CLSI recently completed the ultimate condition modeling. We anticipate refining the design and a resubmittal in late October.

**Manchester East (Manchester)** – We are looking into opportunities for a new stormwater facility north of Manchester Valley High School, adjacent to the pump station. Engineering was awarded to CLSI. Several sketches were submitted for review but unfortunately none met the required dewatering time given the Use class III stream. We anticipate a concept submittal in late October.

**New Windsor Wetland (New Windsor)** - A new wetland facility is proposed adjacent to the Maryland Midland Railroad tracks and Dickenson Run. The proposed improvements include removing the existing inlet adjacent to the intersection of Water St and Church St, replacing it with a diversion structure that will route the 1-year storm discharges to the proposed wetland facility. We are working through the design with the engineer for a structure to balance the facility on both sides of the sewer main. Comments have been provided on August 22, and we expect a resubmittal in late October.



**Public Safety Training Center (Westminster Well)**- A retrofit for the Public Safety Training Center pond is in progress for the facility design and PFAS remediation. WRA is finalizing the concept plan for the surface sand filter this week. Tetra Tech will provide guidance for the PFAS remediation. The concept plan submitted July 13<sup>th</sup> was reviewed, and comments have been returned to the engineer. Soil borings for the retrofit design have been completed by KCI. We expect a resubmission in late October.

### **PRELIMINARY DESIGN:**

**Hampstead Valley 4 (Hampstead)** – A new surface sand filter and stream restoration project is proposed between Century Street and Downhill Trail. Culverts at Downhill Trail require realignment into the HOA parcel for dam breach approval. A preliminary submittal was reviewed by stormwater and sent back with comment. We anticipate a resubmittal in late October.

**Roberts Field Wet Facility (Hampstead)** – Retrofit of wet pond to new hybrid wet pond/submerged gravel wetland. The recent concept submittal was approved with comments from the Town and Stormwater Management. Wallace Montgomery & Associates (WMA) is beginning the preliminary phase of design this will include removal of the retaining wall and grading of an area that could be utilized as a pocket park.

### **FINAL DESIGN:**

### **CONSTRUCTION:**

### **PLANNING PROJECTS:**

**Little Pipe Creek Restoration Opportunities** – The County has executed the grant agreement with the National Fish and Wildlife Foundation (NFWF). CWP has developed an outline for identifying priority restoration areas, this is currently being reviewed internally. CWP and County staff are currently working on prioritizing projects.

### **TREE PLANTING PROJECTS:**

**All the municipal plantings have completed their maintenance period and are now the responsibility of the municipalities. Please make sure that these areas are being mowed at least three (3) times per season.**

# Carroll County Water Resource Coordination Council

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\* Sykesville \* Taneytown \* Union Bridge \* Westminster  
Carroll County Government

Kevin Hann, Town of Hampstead, Chair  
Jim Wieprecht, City of Taneytown, Vice Chair

Brenda Dinne, Staff Liaison  
[Bdinne@CarrollCountyMD.gov](mailto:Bdinne@CarrollCountyMD.gov) ♦ 410-386-2140

<https://www.carrollcountymd.gov/government/boards-commissions/water-resource-coordination-council/>

- Meetings are scheduled for the 4<sup>th</sup> Wednesday of every month, except November and December or years when a stormwater projects tour is scheduled in May.
- All meetings will be held at 2:30 p.m.
- Visitors are required to sign in at the lobby reception desk using photo ID.

## WRCC MEETING DATES - 2024

- ♦ January 24
- ♦ February 28
- ♦ March 27
- ♦ April 24
- ♦ May TBD (week of May 13-17)\*
- ♦ June 26
- ♦ July 24
- ♦ August 28
- ♦ September 25
- ♦ October 23
- ♦ November 20
- ♦ December 18

*\*Tentative stormwater tour w/ MDE; dates subject to availability*