

BOONSBORO KEEDYSVILLE WATER ADVISORY BOARD
MEETING MINUTES
Wednesday, May 10th, 2023

Voting members present Austin Abraham, Chairperson; Tony Nally (B), Eric Kitchen (B-Alt), Matt Hull (K), , Ken Lord (K-Alt)

Members absent Brandon Sweeney (K)

Others present Water and Wastewater Superintendent Pete Shumaker, Jean Holloway (Chairperson candidate), Yvette May, Recording Secretary, Lisa Riner (K Town Administrator)

The meeting convened at 6:30 PM at Keedysville Town Hall Meeting Chambers.

- I. **Approval of Minutes:** February 8 regular meeting, March 8 and April 26 work sessions. Board Member Ken Lord motions and second by Board Member Tony Nally to approve Minutes. Motion carried unanimously.

- II. **FY22 Keedysville cost-sharing true-up (Austin)** - Keedysville's FY22 projected cost and actual cost were based on the following factors. The shared actual operating expense was \$316,799 plus shared capital improvements of \$46,359.00, totaling \$363,158.00 operating expenses. With Keedysville's 16.2%, Keedysville's annual cost of water service totals \$58,832.00 and adding \$18,808.00 for customer billing and daily operations labor for tank and booster station leaving Keedysville's total annual expense of \$77,639.00. Keedysville's quarterly payments to Boonsboro for the year total \$83,532.00, leaving a credit for Keedysville of \$5,893.00. The most significant differences between the FY22 projected cost to Keedysville and the actual cost are 1) capital was less than projected because the Park Well replacement did not occur, although there were several smaller capital expenditures not budgeted, and 2) no contingency expenditure was required. The final true-up result for FY22 is a payment from Boonsboro to Keedysville of \$5,893. Tony Nally motions and second by Matt Hull to approve FY22 True-up to be presented to each Council. Motion carried unanimously.

- III. **Status of Boonsboro capital projects & projected CIP projects for FY24**
 - A. Park Well Replacement – Work started on May 8th for the new 10inch well and hopefully will be finished drilling on Friday. Initially the well was to be 500ft, but Phillips Well Drilling hit fill dirt and will need to drill an additional 100ft. There will be an increase of cost \$7,500.00. Per the water services agreement with Keedysville, source water capital

projects are a “shared cost” and Keedysville will be responsible for their share of the cost balance after grants.

- B. Crestview Well decommissioning. – Project is completed
- C. Advanced Radio Read Project – The Town’s meter vendor, Core & Main / Neptune, conducted both physical and computer model testing, to determine how many towers are needed and any residential meter replacements. Currently, Whitman Requardt & Associates (WRA) is working on a Preliminary Engineering Report, to create zones in the distribution system and determine where to deploy master meters.
- D. Boonsboro Reservoir Replacement – Whitman Requardt & Associates (WRA) has completed approximately 60% of design. The BMUC has selected tank technology (D-115) and the project is fully scoped. The reservoir project is now estimated at \$7-8 million, due to inflation and supply chain issues. There are several grants supporting this project, totaling \$8.1 Million. The Town is waiting for an approved \$5 million dollar earmark grant to now be appropriated and added to the Federal FY24 Budget.
- E. Shafer Park & Keedysville Water Treatment Plant Solar- Recently, the Town was awarded \$57,000, through the Maryland Energy Administration (MEA), to install solar panels on the roofs of the water treatment plants, at Shafer Park and Keedysville . The existing shingle roofs are original to the construction of the plants, in 1999, and need to be replaced before solar panels can be installed. Bids are due on 5/12. Solar Holler, out of Shepherdstown WV, assisted with the technical portion of the grant application and they will complete the installation. Currently, the Town is waiting for MEA to provide a grant agreement, so a contract can be executed with Solar Holler. Solar Holler informs us installation will take approximately 6 weeks.

IV. Review quarterly usage report and metering between the Towns (Austin) – Austin reviewed April’s usage and compared it to the previous quarters. Losses were higher in Boonsboro over the past few months, but Pete commented on a significant leak in Boonsboro that was recently repaired.

V. Draft new consolidated agreement between the Towns (Austin)

- A. King Road Agreement - No updates on King Road. Boonsboro is still working on meeting with the Developers to determine their plans and maybe draft a new agreement. Information on the 554 planned EDUs is vital in the calculation of water production capacity and availability of EDU’s for the Towns.
- B. Cost Sharing Cost - The Board agreed for the moment to continue with how cost sharing is calculated.
- C. Adopting the new draft agreement – Austin stated that adopting the new draft agreement is on hold pending clarification on the King Road agreement and outcome and may depend on the completion of the Reservoir.

VI. Old business

- A. Water resources/asset management study by Army Corps of Engineers – Engineers still working on reports.
- B. Crestview High Pressure Bypass Project - Using the Water Model and pressure data from the field, Whitman Requardt & Associates (WRA) has identified a solution and are finalizing a Preliminary Engineering Report, involving the installation of a parallel line around Crestview and pressure reducing valves lowering pressures entering the neighborhood. This project is estimated to cost approximately \$1.2 Million. The Town's applied for state and federal funding.
- C. Board chair effective January 1, 2024 – Jean Holloway is currently attending BKWAB and is interested in filling the position.
- D. Discontinuance of water fluoridation – Pete has discontinued fluoridation. Pete and Paul had a meeting with MDE concerning the reporting of the fluoridation which has been resolved.
- E. Keedysville tank cleaning – Pete has contacted KCI and Southern Corrosion concerning how to run water from Boonsboro to Keedysville since the clay valve is not working properly. He is still waiting for a response. Pete and Matt will look into whether there is a bypass to the pumping station, however pressure control for Keedysville will be critical. Until this is resolved the tank cannot be cleaned or painted.

VII. New business

- A. Cell Tower located on Water tank – Lisa informed the Board that she had no further information from SiteLink. She also stated she talked with the Town of Walkersville about using a broker.

VIII. System operator's report

Superintendent Shumaker reported that the high service pump started to fail, and he had it rebuilt. They came to install, and he noticed it was not pumping properly. The pump was operating at 140 gallons/min and should be at 180 gallons/min. He made them take it back and correct the propellers.

IX. Public Comment

– Keedysville resident John Burtner, 39 Mt. Hebron Rd. informed the Board of his concerns about Dog Run Stream that runs through his property drying up. He has contacted MDE and Soil Conservation about the issue. The Board instructed him to try Md Rural Water for a Geo Study. He also has an issue with the Bridge on Mt Hebron Road clogging up with debris and flooding his field. Keedysville Town Manager Lisa Riner will contact Washington County Engineering to set up a meeting with the Town, the County, an MDE official and Mr. Burtner .

Being that there was no additional discussion, Chairperson Abraham adjourned the meeting at 8:22 pm. The next regularly scheduled meeting is Wednesday, August 9th at Boonsboro Town Hall.

Submitted by Yvette May Administrative Assistant Town of Boonsboro