

BOONSBORO KEEDYSVILLE WATER ADVISORY BOARD
MEETING MINUTES
Wednesday, December 11, 2019

Voting members present Austin Abraham, Chairperson; Terry Davis (B), Ken Eshbaugh (B-Alt), Matt Hull (K), Barry Levey (K),

Members absent Howard Long (B)

Others present Ken Lord, (K-alt), Stu Mullendore (B-Alt), Paul Mantello (B), Boonsboro Town Manager; Pete Shumaker (B), Utilities Superintendent; Ethan Strickler (B), Boonsboro Town Planner; Amanda Wells, Recording Secretary

The meeting convened at 6:28 PM at Boonsboro Town Hall.

- I. **Membership Update:** Chairman Abraham recognized the new members approved by the Boonsboro Mayor and Council. Chairman Abraham requested a signed document to be added to the Board files from the Boonsboro Mayor and Council indicating the new membership to the BKWAB. An updated contact sheet was provided to all in attendance and an electronic copy will be emailed to all members after the meeting.
- II. **Approval of minutes from August 21, 2019,** Chairperson Abraham allowed a few minutes for reading the minutes. Member Davis motioned that the minutes be approved, and Member Hull provided the second. Motion carried 5-0 to accept.
- III. **Meeting Dates for 2020** Chairman Abraham asked if the 2020 meeting dates could be moved to the second Wednesday of the month to accommodate the BMUC meeting changes to the third Wednesday. The members agreed to this change. 2020 meeting dates will be February 12, May 13, and August 12. The final meeting of the year will remain the 2nd Wednesday after Thanksgiving which will be December 9.
- IV. **Update of Keedysville weir** Town Manager Mantello discussed the repair project extensively. The board reviewed the design plans thoroughly and discussed the long-term effectiveness of the repairs as well as the cost estimates which range up to \$180,000. He mentioned a meeting that he and BMUC Chairman Bob Sweeney will be attending Friday morning with MD State General Assembly Members, Senator Andrew Serafini and Delegate William Wivell to discuss a potential bond bill. Member Levey asked about Tri County Council Grant Funding. Town Planner Strickler commented that this funding is a 50/50 match if approved. Chairman Abraham added the emergency nature of the project should aide in obtaining funding and a timeline for construction

was briefly discussed. MDE will not allow the stream to be disrupted during the months of March through May. The timeline to have the repairs would be in the next fiscal year, beginning July 1, 2020. Town Manager Mantello also discussed the emergency repairs already completed by Superintendent Shumaker and an upcoming temporary repair that would be completed in house and will not require a permit for construction. The full repair will take two to three weeks to complete and it will include restoration to the stream bank as well to minimize erosion.

- V. **True-up of FY19 cost share to Keedysville** Chairman Abraham led the group through the True-up summary page by page, explaining at great length how the agreement works for the benefit of the new members. (The FY20 projections were previously reviewed and approved in August.) Member Davis asked how a possible loan for the weir repair would be reflected in the True-up agreement. Chairman Abraham referenced a line in the agreement that is currently not being used but in the event of debt taken on by both towns, would be used to add the annual principal and interest to the true-up formula. Member Hull asked specifically about the “unspecified amount” under capital outlay. Town Manager Mantello answered that this could include drilling of a new Shafer Park well. Superintendent Shumaker discussed the rapid decline in production at the Shafer Park well and the MDE recommendation to drill a new twelve inch well within ten feet of the current well. Member Lord asked if a motion needed to be made to adopt the True-up and Chairman Abraham asked if anyone had further discussion. Keedysville owes Boonsboro \$2,810 for FY19, having already paid \$56,904. Member Levey motioned to approve the FY19 true-up as prepared, Member Davis provided the second and the motion carried 5-0.
- VI. **Status FY20 CIP and FY21 CIP Projects:** Town Manager Mantello discussed in further detail the funding options for a new Shafer Park well. Superintendent Shumaker discussed the differences in a ten inch well and a twelve inch well and told the group that MDE has recommended a twelve inch well to aid in recharge as well as for projected growth. The cost to drill is approximately \$47,000 but an RFP will be put out per Boonsboro Mayor and Council policy. A new pump will not need to be purchased. Member Hull asked how grant funding would be applied for if it is necessary. There was some discussion on whether Keedysville and Boonsboro should both be on the grant since the system cannot be separated per MDE. Town Manager Mantello stated that grant funding would be applied for with the EPA number assigned to the system which includes the entire joined system. The Board voted 5-0 to fully support the drilling of a new twelve inch well. Town Planner Strickler and Town Manager Mantello will notify the BMUC and the Boonsboro Mayor and Council that members of the BKWAB agree that a new well should be drilled as soon as possible.
- VII. **Reports on 3 main tasks identified 5/16/18:**
- A. Unaccounted for water in Boonsboro:**
- Chairman Abraham reviewed the FY19 water usage as well as the Q1 usage chart that was provided. Keedysville had a sizable decrease in NRW and Boonsboro’s percentage decreased by nearly five percent. Member

Levey and Member Hull were very skeptical with the extremely low loss number for Keedysville. Town Manager Mantello commented that Boonsboro loss numbers decreased partially due to the Millpoint Road flusher being metered. Previously this water was not metered and thus was unaccounted for. The flusher has used 968,000 gallons since being installed July 16, 2019. Town Manager Mantello told the group that the Boonsboro Mayor and Council chose not to approve the Forensic Audit of data collection. However, a task force was formed and an internal review of policy and procedure as well as a thorough review of data had begun. Town Manager Mantello emphasized a desire to have another independent method of data collection that can be used to compare the data already being collected.

- B. Water Capacity status** Town Planner Strickler mentioned that no changes had been made to the allotment of EDU's per the agreement to review and discuss this process annually at the August meeting. Furthermore, he provided the current amount of EDU's represented by loss figures and explained that this would fluctuate quarterly based on the water loss numbers.
- C. System-wide capacity (on hold)** Chairman Abraham mentioned the multiple agreements the two towns have going back to 1958. He added that he hopes to have a draft consolidated agreement ready to review in 2020. The draft agreement would include division of available water capacity between the towns.

VIII. **New Business**

- A.** Member Davis asked if the group was interested in again meeting in January at Bulls and Bears restaurant in Hagerstown for their annual celebratory dinner. It was decided by the group to meet on Thursday, January 16.

- IX. **System operator's report (Pete)** Superintendent Shumaker had previously spoken at great length about the Keedysville weir and the Shafer Park well. He reiterated that the system is working and noted no other issues.

X. **Public Comment None**

Chairperson Abraham declared the meeting adjourned at 8:56pm. The next meeting is scheduled for February 12, 2020 at Keedysville Town Hall.

Submitted by Amanda Wells Administrative Assistant Town of Boonsboro