



**BOONSBORO MUNICIPAL UTILITIES COMMISSION
WEDNESDAY AUGUST 21, 2024
MEETING MINUTES**

The Boonsboro Municipal Utilities Commission (BMUC) held a Regular Meeting on Wednesday, August 21, 2024 in the Meeting Chambers.

CALL TO ORDER @ 5:59PM – *Chairman, Colin Shanaberger*

ROLL CALL – Present: Chairman Colin Shanaberger, Assistant Chairman Loren Norris, Commission Members Chad Matthews, Terry Davis, and Bobby Mose and Dave Wade. **Also Present:** Water/Sewer Superintendent Pete Shumaker, BMUC Liaison Tony Nally, Boonsboro Town Planner Drew Bowen, Council Member Eric Kitchen, Nelson Baker for the Boonsboro Rescue Co., FSA Engineer Dave Trostle and via phone Richard DiPietro, owner of 7700 Old National Pike.

REVIEW & APPROVAL OF MINUTES - Motion by Assistant Chairman Norris and second by Member Mose to approve the July 31st, 2024 Minutes. **Motion carried unanimously.**

REVIEW & APPROVAL OF TREASURER’S REPORT

Motion by Chairman Shanaberger and second by Member Wade to approve the Treasurer’s Report. **Motion carried unanimously.**

PUBLIC COMMENTS- Nelson Baker with the Boonsboro Rescue Company located at 7619 Old National Pike stated that the rescue squad has decided to move forward with the project of hooking to public sewer and asked what fees are associated.

OLD BUSINESS & UPDATES

- Shafer Park Well update – Water/Sewer Superintendent Pete Shumaker stated that the last water draw for the dry test was today and sent for testing.
- Reservoir Update – Town Planner Bowen stated all plans are signed and approved. He stated bids are out for the project. Bowen stated that there will be a Pre-bid Meeting on September 10th @ 11am. He has contacted several contractors including HRI, Hetzer, Callas, Huntsberry Brother and Kinsley. Bowen stated he is working on a written RFP for advertisement and that bids have a due date of October 11, 2024 and will be publicly opened at the Mayor & Council’s October 14th Meeting. Bids will be valid for 120 days. BMUC Nalley stated that the ARP Funds must be under contract by December 31st, 2024.
- Crestview water Pressure Reduction & Bypass Project – Town Planner Bowen stated that St. Highway denied our request twice to run the water line on the bridge crossing Rt. 34. WRA did send the plans for the stream crossing and is under our review. This project must be done before the Reservoir is completed to avoid an increase in pressure to the Crestview area.
- Lead Service Line Inventory action plan – Yvette May stated that EADS Group is continuing to work on the survey inputting the data. May stated that the Lead Survey Letters were printed and mailed and completed surveys have started to arrive at Town Hall.



- Internal Water Audit- Town Planner Bowen stated that himself, Water/Sewer Superintendent Shumaker and Public Works Superintendent Huntsberry will be visiting all water producing facilities and work out a plan to evaluate the whole system.
- Reservoir Contingency Plan-Chairman Shanaberger stated that a contingency plan to the reservoir replacement should be investigated in case of an emergency, and he reached out to a NJ Firm, garrison Enterprise about different options. He stated the firm gave him a rough estimate of setting up a temporary storage system that would run about \$1.00/gallon plus transportation totaling around \$100,000 - \$150,000. Shanaberger stated the vital part of the emergency plan is if the temporary materials are available at the time of need.

NEW BUSINESS

- Boonsboro-Keedysville True-UP- BMUC Liaison Nally reviews the narrative of the Keedysville Cost Sharing True-up for FY23. The total amount due from Keedysville to Boonsboro for the year is \$86,368.00 which is less than what was projected. The most significant differences between the FY23 projected cost to Keedysville and the actual cost was capital was less than projected. The final true-up result for FY23 is a payment from Boonsboro to Keedysville of \$22,232.00.
- New connections /Utility Plans for (1) Dipietro & Son, LLC; (2) Ambulance; (3) 50 St Paul Street
(1) Chairman Town Planner Bowen presented the Utility Plan proposed for the north end location known as the Auction House which would involve hooking up to a n existing force main located across Alt. 40 near the Dollar General to access public sewer. Shanaberger presented a draft of the BMUC recommendations to the Alt 40 general commercial sewer expansion. He stated that the commission is in place to advise the Mayor & Council in matters relating to the Town's infrastructure and ensure equitable treatment to both current and prospective users , providing adequate water/wastewater services and preserving town resources. Shanaberger presented items that would be presented to the Mayor & Council. (1) Prior to construction an alternate route for the forced main should be explored. (2) The Town's responsibility of the forced main would remain unchanged from what is currently established with Dollar General. (3) The Town could exercise a moratorium on development in the Alt 40 General Commercial Zone. (4) If permissible within the confines of the State Bond Bill, the Town could utilize funds to make necessary repairs to the gravity sewer system in Fletcher's Grove. Richard Dipietro, owner of the Auction stated by phone that needs for the project to go through to continue with his project. FSA Engineer David Trostle stated that the force main has the capacity to handle the 7700 Old National Pike location as well as the Boonsboro Rescue, Dollar General and Boonsboro Family Worship locations with a line capacity of 62 EDUs. The Commission will take their recommendations to the Mayor & Council workshop on August 26, 2024. **EMAILED VOTE SEPTEMBER 7,2024.** After some exchange of ideas internally and feedback from DiPietro's side, an MOU was written that both parties agree with. Chairman Shanaberger stated that both parties made concessions, and this is the most amicable product for the parties involved. Commission Members were emailed the MOU to review. Motion by Chairman Shanaberger and second by Assistant Chairman Norris to approve DiPietro's utility site plan with the accompanying MOU and its supporting attachments. **Motion carried** (5 – Aye and 1 no response).



(2) Nelson Baker with the Boonsboro Rescue Company located at 7619 Old National Pike stated that the rescue squad has decided to move forward with the project of hooking to public sewer and asked what fees are associated.

(3) 50 St. Paul Street – Pancheco Subdivision – Utility Plans will need to be submitted since utility connections for the new parcels show connection to a sanitary sewer line that does not exist.

- ARM Group LLC geophysical survey proposal - W/S Superintendent Shumaker proposed that ARM Group complete a geophysical survey at the Reservoir. The surface geophysical Investigation will utilize the earth resistivity (ER) geophysical method to scan the subsurface below the water supply reservoir. ARM proposes to complete this Surface Geophysical Investigation for a fixed cost of \$7,500.00. Motion by Chairman Shanaberger and second by Member Davis to approve the proposal of ARM Group. **Motion carried unanimously.**

SYSTEMS REPORT – Pete Shumaker, W/S Superintendent and Drew Bowen, Town Planner

Pete Shumaker, W/S Superintendent stated on the water side of operations, a clay valve was not operating correctly at the Keedysville Water Plant. He presented a quote from Ashley Valve to replace the solenoid valve on site totaling \$8,308.40. This would be a cost sharing item with Keedysville. Motion by Chairman Shanaberger and second by Member Davis to approve the repair. **Motion carried unanimously.** Shumaker stated that on the sewer side of operations, an obsolete Fairbanks Morse Pump needs to be replaced. Shumaker presented a quote for a Barnes Vertical Dry Pit Pump with a cost of \$26,670.56 The Commission stated that they would like for Shumaker to question the manufacturer about ; the quality of the pump, parts availability, and overall support. **EMAILED VOTE AUGUST 22,2024.** Chairman Shanaberger stated that the answers provided were enough to satisfy Shumaker and his professional recommendation was to move forward. Tony noted that funds are available in the budget, between the contingency fund and the pump replacement fund the cost can be covered. Motion by Chairman Shanaberger and second by Assistant Chairman Norris to recommend we purchase a replacement Barnes sewage pump from M&M Electric Motor Repair for the quoted price. **Motion carried.**

- Drew Bowen, Town Planner asked the Commission to review his Zoning & Planning Report.

ADJOURN - Motion by Commission Member Wade second by Commission Member Matthews to adjourn meeting at 7:45 pm. **Motion carried unanimously.**

NEXT MEETING – September 18, 2024 @ 6PM

In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discrimination on the basis of race, color, national origin, sex, age, familial status, religion, or disability. To file a complaint of discrimination you may file in person with, or write to USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW., Washington, DC 20250-9410 or call (800)795-3272 (voice) or (202)720-6382 (TDD)".