



**BOONSBORO MUNICIPAL UTILITIES COMMISSION  
AGENDA  
Wednesday December 18, 2024 – 6:00PM**

**CALL TO ORDER @ 6:00PM** – *Chairman Colin Shanaberger*

**ROLL CALL**

**MINUTES**

- Meeting Minutes for November 20, 2024

**TREASURER’S REPORT** – *Tony*

**PUBLIC COMMENTS**

**OLD BUSINESS & UPDATES**

- Shafer Park Well update – *Pete*
- Reservoir Update – *Pete & Drew*
- Crestview Water Pressure Reduction & Bypass Project – *Drew*
- Internal Water Audit – *Drew*
- Ordinance Regarding Water & Wastewater Pre-Treatment – *Rachel*

**NEW BUSINESS**

- Controlled Growth Plan
- Route 34 Pump Station (Kueffner property being sold to Steve Oder)
- 

**SYSTEMS REPORT** – *Pete Shumaker, W/S Superintendent; Greg Huntsberry, PW Superintendent; Drew Bowen, Town Planner*

**ADJOURN**

**NEXT MEETING** – January 15, 2025 @ 6PM

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**BOONSBORO MUNICIPAL UTILITIES COMMISSION  
WEDNESDAY NOVEMBER 20, 2024  
MEETING MINUTES**

The Boonsboro Municipal Utilities Commission (BMUC) held a Regular Meeting on Wednesday, November 20, 2024 in the Meeting Chambers

**CALL TO ORDER @ 6:02PM** – *Chairman Colin Shanaberger*

**ROLL CALL – Present:** Chairman Colin Shanaberger, Assistant Chairman Loren Norris, Commission Members Chad Matthews, Bobby Mose, Dave Wade and Terry Davis. **Also Present:** Water/Sewer Superintendent Pete Shumaker, Public Works Superintendent Greg Huntsberry, BMUC Liaison Tony Nally, Town Manager Rachel Souders and Town Planner Drew Bowen.

**REVIEW & APPROVAL OF MINUTES** - Motion by Chairman Shanaberger and second by Assistant Chairman Norris to approve the October 16, 2024 Minutes. **Motion carried unanimously.**

**REVIEW & APPROVAL OF TREASURER’S REPORT**

Motion by Assistant Chairman Norris and second by Commission Member Wade to approve the October 2024 Treasurer’s Report. **Motion carried unanimously.**

**PUBLIC COMMENTS** -None

**GUEST** – Mr. Jordan Ruble, American Flow Control – Ruble presented new material about hydrants and their services.

**OLD BUSINESS & UPDATES –**

- Shafer Park Well update – Water/Sewer Superintendent Pete Shumaker stated that when he hears from Christopher at MDE about the results, he will contact Phillips Drilling to complete the project.
- Reservoir Update – Town Planner Bowen stated that the contract with HRI, Inc is signed, and the bonds are issued. A Construction Meeting is scheduled for December 9<sup>th</sup>. Construction Management was awarded to ARROW.
- Crestview Water Pressure Reduction & Bypass Project – Town Planner Bowen stated WRA and MDE reviewed options for the stream crossing. WRA is working on options to either drill or open excavate.
- Lead Service Line Inventory Action Plan – Public Works Superintendent Greg Huntsberry stated that The EADS Group has completed the work on the survey and inputting the data. He stated that the LLCR Inventory Spreadsheet was sent to MDE before the deadline. Project has been completed.

- Internal Water Audit –Planner Bowen stated that himself, Water/Sewer Superintendent Shumaker and Public Works Superintendent Greg Huntsberry will be visiting all water producing facilities and work out a plan to evaluate the entire system. There are no updates.
- Reservoir Contingency Plan – Chairman Shanaberger stated there was no current updates about a contingency plan to the reservoir replacement. The topic has been tabled.
- ARM Group LLC Geophysical Survey – W/S Superintendent Shumaker stated there are no current updates. Survey showed that there is a large leak in between the building and reservoir. Project is completed and data will be used during Reservoir construction.
- BMUC Charter Amendment: Email Voting – The topic is tabled.
- Ordinance Regarding Water & Wastewater Pre-Treatment – Town Manager Souders stated that the Town of Boonsboro currently does have an Ordinance regarding Water & Wastewater Pre-Treatment. Topic is completed.

#### **NEW BUSINESS -**

- Fixture Unit Count for High’s Store – Town Planner Bowen reviewed the Site Plan and completed fixture Count Worksheet submitted by High’s Engineer with the Commission. Bowen stated that Highs Store would be assessed at 4 EDUs and using a 2” meter. Motion by Chairman Shanaberger and second by Commission Member Wade to approve the fixture count and the 4 EDU calculation as per the 11/19/2024 Site Plan Review. **Motion carried unanimously.**

#### **SYSTEMS REPORT –**

- Water/Waste Superintendent Pete Shumaker reported as follows:  
WATER – He stated still waiting on the new pump for the water plant.  
WASTEWATER – He stated he was still using the old pump and waiting to hear about the repairs.
- Public Works Superintendent Greg Huntsberry reported as follows:  
WATER DISTRIBUTION – He stated Curtis Wyand passed his Water Distribution Certification.  
SEWER – He stated he had 3 reports of sewer backups from residents from flushing wipes. Notice has been published to the public about the importance of not flushing these wipes.
- Town Planner Drew Bowen suggested to the Commission to start thinking about options for the Route 34 pumphouse. He informed the Commission that the homeowners at 431 Potomac Street have contacted a developer, and they have plans to sell. Bowen reviewed some of the options for the location of a new pumphouse.

**ADJOURN** - Motion by Chairman Shanaberger second by Commission Member Norris to adjourn meeting at 7:00pm. **Motion carried unanimously.**

#### **NEXT MEETING –December 18, 2024 @ 6PM**

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MAYOR AND COUNCIL OF BOONSBORO, MARYLAND

ORDINANCE 2014-04  
AMENDMENT TO CHAPTER 9 OF THE CODE OF THE TOWN OF BOONSBORO  
ENTITLED SEWER ORDINANCE

AN ORDINANCE to AMEND AND ESTABLISH PROCEDURES  
FOR EXCESS WASTE INTO THE PUBLIC SEWER SYSTEM

WHEREAS, the Sewer Ordinance adopted by the Mayor and Council on December 1, 1986 regulates the discharge of wastes into the public sewer system; and

WHEREAS, the Boonsboro Municipal Utilities Commission and Mayor and Council of Boonsboro recognize that excessive discharge of pollutants impacts the public sewer system and requires enforcement measures to ensure the public health safety and welfare of the public; and

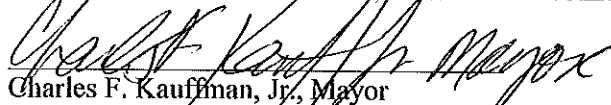
WHEREAS, the Sewer Ordinance provides for limitations, permitting, and monitoring of floatable oils, biochemical oxygen demands (BODs), and other industrial wastes which contribute to excessive maintenance on the sewer infrastructure; and

NOW THEREFORE be it enacted and resolved by the Mayor and Council of Boonsboro, the approval of the following amendments and additions to the Sewer Ordinance for the purpose of limiting and enforcing excess industrial wastes into the sewer system, as attached and provided for in Exhibit A with deletions shown in ~~striketrough~~ and amendments shown in **bold underline**.


ATTEST:

  
Megan Clark, Acting Clerk

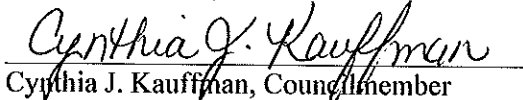
BOONSBORO MAYOR AND TOWN COUNCIL:

  
Charles F. Kauffman, Jr., Mayor

  
Howard W. Long, Assistant Mayor

  
Barbara B. Wetzel, Councilmember

  
Brigitte M. Schmidt, Councilmember

  
Cynthia J. Kauffman, Councilmember

  
Janeen N. Solberg, Councilmember

  
Sean K. Haardt, Councilmember

Date of Introduction: Oct 6, 2014  
Date of Passage: Nov 3, 2014  
Effective Date: Nov 24, 2014

EXHIBIT A  
Amendments to the Sewer Ordinance

Section 9-55 (b) Wastewater containing more than 50 milligrams per liter of **all industrial wastes as defined herein** ~~petroleum oil, nonbiodegradable cutting oils, or products of mineral oil origin.~~

Section 9-55(k) Any water or wastes having suspended solids or BOD in excess of ~~200~~ 300 milligrams per liter,

**Section 9-80 Monitoring of industrial wastes and a separate industrial waste permit shall be required for users who exceed the following limits:**

- A five-day, 20° C. biochemical oxygen demand (BOD) of 200 milligrams per liter or a chemical oxygen demand (COD) of 350 milligrams per liter;
- A suspended solids content (SS) of 200 milligrams per liter; or
- A fats, oils and grease concentration (FOG) in excess of 50 milligrams per liter.

**Section 9-80(a) The Boonsboro Municipal Utilities Commission shall establish a rate for excess wastes entering the sewer system and be billed in accordance with existing Town accounting procedures.**

All persons discharging wastes into the Wastewater Collection and Treatment System shall be subject to a surcharge, in addition to any other sewer service charges, if these wastes possess a characteristic in excessive concentration (excess-strength) as determined by the approving authority. A waste characteristic of excessive concentration shall include but may not be limited to:

- A five-day, 20° C. biochemical oxygen demand (BOD) of 200 milligrams per liter or a chemical oxygen demand (COD) of 350 milligrams per liter;
- A suspended solids content (SS) of 200 milligrams per liter; or
- A fats, oils and grease concentration (FOG) in excess of 50 milligrams per liter.