

## **BOONSBORO MUNICIPAL UTILITIES COMMISSION**

### **REGULAR MEETING**

**Thursday, June 17, 2021**

The Boonsboro Municipal Utilities Commission (BMUC) held its regular meeting on Thursday, June 17, 2021, in the Charles F. "Skip" Kauffman Meeting Chambers. Participants included interim Chairperson, Stu Mullendore and Commission Members Ken Eshbaugh, Bobby Mose, and Colin Shanaberger and Dave Wade. Also in attendance were Mayor and Council Liaison Anthony Nally, Town Manager Paul Mantello, W/WW Superintendent Pete Shumaker, and guests Eric Kitchen from the Water Loss Task Force and JR Hawkins, Engineer.

Interim Chairperson Stu Mullendore called the meeting to order promptly at 6:00pm.

There were no public comments.

The minutes from the May 20, 2021, meeting were reviewed. There was several minutes of discussion relating to how to identify members as referenced in the minutes. Town Manager Mantello provided a copy of the Charter for clarification. Member Wade made a motion to approve the minutes as amended and Member Eshbaugh provided the second. The motion carried unanimously.

The floor was then opened to nominate a new chairperson. Member Wade made a motion to appoint Stuart Mullendore as the Chairperson. Member Mose provided the second and the vote was unanimous. Town Manager Mantello asked if anyone was interested in serving as secretary. No one was nominated so Member Eshbaugh made a motion to table discussions and Member Wade provided a second. The motion carried unanimously. The discussion then turned to a nominating an Assistant Chairperson. Again, with no one volunteering, Member Eshbaugh again made a motion to table as no one was interested. Member Wade provided the second and the motion carried unanimously.

Mayor and Council Liaison Anthony Nally reviewed the most recent Treasurers Report. Member Wade made a motion to accept the report and Member Mose provided the second. The motion was approved.

Under Old Business, guest Eric Kitchen provided a Water Loss Task force update. He mentioned the test of the wet wells that W/WW Superintendent Shumaker had mentioned in previous meetings had still not been completed due to the ongoing workload at the wastewater treatment plant. Additionally, he stated that he would like to take another look at meter readings in the fall. Regarding Asset Management, he deferred to Town Manager Mantello. Town Manager Mantello stated he was waiting on a proposal from the Army Corps of

Engineers. The shapefiles had been shared from WRA. The proposal would cover water, wastewater and stormwater.

Town Manager Mantello discussed the meeting he, Mayor Long and W/WW Superintendent Shumaker had with Senator Corderman and his staff about the reservoir. He also shared a letter that the mayor had sent to Representative Trone. Town Manager Mantello shared that he felt this project would be earmarked for funding and that the project has the support from the local as well as the state-level delegation. Member Eshbaugh asked if this funding would come from infrastructure monies from Congress to which Town Manager Mantello responded no, this would be money that Trone would specifically request by earmark Town Manager Mantello recommended to the group that \$50,000 be requested from the Mayor and Council for budgetary purposes to secure initial pre-engineering for the new reservoir. Chairperson Mullendore made a motion to take this the Mayor and Council at the next meeting and Member Wade provided the second. The motion carried unanimously. Mayor and Council Liaison Nally stated he will take this motion to the council at the next meeting. Member Eshbaugh asked if there is enough land at the current reservoir site to build a new one. Town Manager Mantello assured him that the land is there. Guest Hawkins stated that in the event of needing additional land, a lease could be worked out with the landowner. Town Manager Mantello asked Guest Hawkins how long it took to build the new split-tank reservoir in Middletown. Guest Hawkins responded that it was 8 months to be operational and about 14 months total. Guest Hawkins elaborated that reaching out to WRA for the initial engineering is probably a good idea because of their familiarity with the Town of Boonsboro infrastructure. They could at a minimum provide the Town of Boonsboro with a ballpark assessment and monetary figure for the tank design, for budgetary purposes only.

Regarding the WWTP Expanded Chemical Storage project, Water/Wastewater Superintendent Shumaker told the group the project continues to progress, although at a slower than expected pace due to the continual problems at the wastewater treatment plant. He stated that he is confident the project will be completed by the next meeting.

Town Manager Mantello elaborated on the ongoing issues at the Wastewater Treatment plant, particularly with the pumps. W/WW Superintendent Shumaker stated the pumps are at the end of their lifecycle and they are now obsolete. He reached out to the manufacturer for replacement parts which are no longer available. He sent the pumps to be rebuilt to hopefully get a few more years out of them while the replacements can be added to the budget of the Town in the next few years. Member Shanaberger asked who repaired pumps for the town. W/WW Superintendent Shumaker stated that he uses several different companies. W/WW Superintendent stressed that adding these big-ticket items to the budget would be necessary because currently assets are run to failure. Town Manager Mantello stated that now more than ever, an asset management plan is needed. It will save money in the long run.

Town Manager Mantello reviewed the Water and Sewer Model changes with the group. He stated the plans show the responsibility of future developers to upgrade the system and the cost for the town. He shared with the group that ARC grant money will be applied for to continue work on the collection system. Town Manager Mantello also reiterated the APFO was re-written and approved to require developers to use the models for development. This includes any construction that requires 2 or more EDU's. Guest Kitchen stated he did not see Hruher (Orchard Dr) or the list, and the number for King Road Associates is incorrect. Chairperson Mullendore added that any change in allocation at the school would require use of this model. Town Manager Mantello stated a pass-through user fee would be added to all applications. An exact figure was not agreed upon. The total cost of the water model was \$97,000 and the total cost for the wastewater model was \$164,000. The goal is to have this money recouped through developers using the models for future expansion of the town. Member Eshbaugh added that a percentage should be added each year to accommodate inflation. Guest Hawkins added that this is just a pass-through fee that developers will in turn pass on to the homeowner. Town Manager Mantello will bring a draft proposal to the next meeting.

Town Manager Mantello discussed the WWTP Sludge Dewatering Press Project. Two bids were received. WRA bid amount was \$216,000 and GDF bid amount was \$103,900. GDF is a smaller firm with less overhead. WRA has intimate knowledge of our system. Council Liaison Nally stated he was incredibly surprised with the high bid from WRA. Guest Kitchen asked Town Manager Mantello if references had been provided and if so if they had been checked. Town Manager Mantello answered that references were received but that he had not had time to review them yet. Chairperson Mullendore asked what should be the next step? Guest Hawkins stated he felt the reference should be thoroughly vetted. Member Wade made a motion to accept the bid from GDF pending the review of references. Member Mose provided the second. The motion carried unanimously.

Town Manager Mantello shared with the group the desire of the Planning Commission to hold a joint quarterly meeting with the BMUC. He expressed the great value in this meeting, to ensure all aspects of town commissions are fully aware of the business of the town. Council Member Liaison Nally stated this would be an additional meeting 4 times a year. Town Manager Mantello asked the group if September 1 or September 8 at 6pm would work. The group agreed to this, but it was noted that the Planning Commission meetings usual start time is 7pm. The time will be adjusted accordingly if 6pm is too early.

Under Systems Report, Water/Wastewater Superintendent Shumaker stated that everything was running well on the water side while the sewer side continued to have nagging problems that required repair over the last month. He stated he replaced the transducer at the South End pump station and elaborated on the pump issues with the wastewater treatment plant.

In the Town Manager Report, Town Manager Mantello discussed an upcoming demo from Fournier. The demo is tentatively scheduled for July 6-8. This is a demo of the rotary fan press.

Town Manager Mantello also discussed the ARC grant funding. The County Commissioners had ranked the Town of Boonsboro 6<sup>th</sup> on the list and positions 1-13 were voted to be funded. The money the town receives will be used to drill a new 10-inch well at Shafer Park. The hope is this new well will provide desperately needed redundancy to the water system.

Chairperson Mullendore made a motion to adjourn the meeting and Member Wade provided the second. The meeting was adjourned at 7:25pm

Respectfully submitted by Amanda Wells Administrative Assistant.