

BOONSBORO MUNICIPAL UTILITIES COMMISSION
Wednesday, January 18th, 2023 - 6:00PM
Meeting Chambers

The Boonsboro Municipal Utilities Commission (BMUC) held their Regular Meeting on Wednesday, January 18th, 2023, in the Meeting Chambers. In attendance were BMUC Chairman Stu Mullendore and Commission Members Dave Wade and Colin Shanaberger. Also present were Assistant Mayor/BMUC Liaison Tony Nally, Town Manager Paul Mantello, Water/Sewer Superintendent Pete Shumaker and Public Works Superintendent Greg Huntsberry. The meeting was called to order at 5:57PM by Chairman Mullendore.

CALL TO ORDER – Chairman, Stu Mullendore

ROLL CALL

PUBLIC COMMENTS

MINUTES

Regular Meeting Minutes October 19th, 2022. Council Member Colin Shanaberger motions and second by Council Member Dave Wade to approve October 19th, 2022, Meeting Minutes. Motion carried unanimously.

TREASURER'S REPORT

- Nally confirms all accounts and balances look up to date for Water/Sewer.

REVIEW AND APPROVAL OF MEETING MINUTES and TREASURER'S REPORT Motion by Council Member Dave Wade , second by Council Member Colin Shanaberger to approve the Treasure's Report. Motion carried unanimously.

UPDATES Chairman Mullendore stated that the below updates were provided and reviewed by commission members before the meeting in writing and were asked if there were any questions/comments that needed to be discussed at the public meeting.

1. Crestview Water Treatment Plant Decommissioning & Demolition: The well was filled in on 12/12. The County's demo permit was approved, and PW has begun the process of demolishing the building. Unfortunately, we are still waiting for the building to be deenergized by Potomac Edison and the work is taking longer than expected. Thanks to Greg and PW for the great work!
2. Boonsboro Municipal Utilities Commission Charter Amendment: The proposed amendment will be added to the M&C Workshop Agenda, on the 30th. Colin, thanks for shooting over the final draft!
3. Advanced Metering Infrastructure: Still no updates. Speaking with Andy @ WRA, they don't have the bandwidth to really begin working on the project. However, it's in the queue, we're also plenty busy, and once the project gets moving and with the help of the hydraulic model, it should get wrapped up quickly.
4. Alt. 40 Waterline Looping: We submitted our ARC application, for \$200,000. As we know from the PER, the project will cost \$2.8 Million, and we've applied for Federal CDS Funding and FY24 State Budget Funding. Our MRDC Grant Writer is also working on an MDE grant application, due at the end of January.

5. Shafer Park Well Replacement: MDE and WCHD Permits were approved. We are waiting for warm weather to begin construction.

Awarded:	SHAFER PARK WELL REPLACEMENT PROJECT (\$260k)
ARC (50% Match)	\$100,000
Keedysville Contribution (15%)	\$24,000
TOTAL:	\$124,000

6. Keedysville Booster Station / Crestview Pressure Reduction: WRA is reviewing the data and finalizing the PER.

7. Reservoir Replacement Project: We're still waiting for the 60% Plans, and we've added surveillance to the work scope.

Awarded:	RESERVOIR REPLACEMENT PROJECT (\$6.5 Million)
BOCC (Non-Matching)	\$1,000,000
DGS Grant (Non-Matching)	\$1,000,000
CDS - Van Hollen (Non-Matching)	\$1,000,000
ARC (50% Match)	\$500,000
CDS - Trone (Non-Matching)	\$5,000,000
RMEDF (Non-Matching)	\$100,000
TOTAL:	\$8,600,000

NEW BUSINESS

- Boonsboro Ambulance & Rescue Company – Collection System Hookup Proposal (Mr. Nelson Baker) Mr. Baker asked the Commission permission to hook up to the Boonsboro Sewer System as a representative of the Boonsboro Ambulance & Rescue Company. He also asked the procedure to connect and some system questions. The Commission, Town Manager, Mantello and Public Works Supervisor Huntsberry directed Mr. Baker that he would need to consult with an Engineering firm and come back with some plans. Motion by Council Member Colin Shanaberger, second by Council Member Dave Wade to allow the connection and the Ambulance Rescue to return to the Commission with a plan from an engineer. Motion carried unanimously.
- WWTP Sludge Dewatering Facility – Project Update, RMPIF Award, & RMEDF Award - Town Manager Paul Mantello informs the Commission that the Press was delivered and Pete is in the process of putting the equipment in storage. An MDE Engineer visited the site and Pete walked him around to explain the scope of the project. The Permit is forth coming. Project is out for procurement and bids are due Feb 9th.
- Commercial Customer Billing Audit (Yvette & Paul) Mantello informs the Commission that staff and engineers had finished with the Commercial Customer Audit. Mantello explains what data was given to the engineer and how they calculated the new EDU. Mantello reviews the Audit spreadsheet with all of the Commercial Accounts listed and the change in EDU's. The total increase is 33 EDU's. Mantello also stated that Commercial accounts should be looked at yearly. He also reviewed the letter from Triad Engineering with comments on specific accounts. Mantello suggested that we move this forward, decide an implementation date, and get a letter drafted for approval by the BMUC so it can then be sent to the Mayor and Council for approval by FY24. Motion by Council Member Colin Shanaberger, second by Council Member Dave Wade to approve the report and move forward with a draft of the letter to the Commercial Accounts. Motion carried unanimously.

- FY24 Utility Rate Structure Development (Eric & Colin) Eric and Colin ask the Commission and Town Manager Paul Mantello suggestions on the time period when to start the new rates and rate structure. Mantello suggests packaging the proposal with the new budget. Nally suggest keeping the Mayor and Council up to date on the time frame at February's workshop. The plan still remains adding tiers and increasing the fixed water and sewer rates. Eric and Colin and Eric will also need to compile a list of line items where the fixed cost is derived.
- Leak Detection Bids Review (Greg) – Public Works Supervisor informs the Commission that they received 3 bids at different prices. Fluid Conservation at \$7600.00, McKim & Creed \$15,000.00, and EAD Group of \$25,000.00. Greg recommends they accept Fluid Conservation bid due to price and experience with the town of 25 years. . Motion by Council Member Dave Wade, second by Council Member Colin Shanaberger to award the bid to Fluid Conservation for \$7600.00. . Motion carried unanimously.
- MDE DWSRF Eligibility Criteria Comments – MDE Response (Paul) Paul shared with the Commission that some local municipalities, including Boonsboro, did not meet the criteria to be considered Disadvantaged Communities (DAC). They also did not meet the criteria for the proposed Environmental Justice Screening Tool (EJST). He reviewed the comment letters from the Towns of Boonsboro, Keedysville, Sharpsburg, and Smithsburg, requesting that MDE add/revise the DWSRF criteria to recognize the socioeconomic disparities unique to Appalachian Western Maryland. All of Appalachian Western Maryland, and every municipality in Washington County, are eligible for federal funding through the Appalachian Regional Commission (ARC) and that they proposed that MDE adopt ARC's criteria, for use in the Drinking Water Capital Projects program. He informed the Commission that Boonsboro is now considered a DAC (Dis-advantaged Community) so we can apply for grant funding which could include the Water Line looping, the Lead pack Joints in the Distribution System, the Lagoon Removal and the Press Dewatering Projects.
- WWTP Stream Restoration, Wetland Creation, & Reforestation – Project Update (Paul) Greg, Pete and Paul met last week at the project site. The project will begin in April. Greg will mark out where all of the restoration will occur. The scope of the project will include stream restoration, installation of a wetland and 7 acres of reforestation. The construction will be in June or July. They will be excavating 500 cubic yards of soil and transferring it to a stockpile where it can be used to fill lagoon instead of just spreading where they are reforesting.
- WWTP Lagoon Dredging Project (Paul) – Paul informed the Commission that The Town of Boonsboro contracted Synagro to do a sludge judge on the Lagoon. They took samples to the lab to figure out what the process should be to dewater the sludge. Pete also took samples to the Frederick Lab to evaluate for metals and etc. to evaluate what needs to be done to dredge the 7-year-old Lagoon that has 3 ft. of sludge.
- BKWAB Meeting Debriefing (Tony) – Tony informs the Commission that the Board will be meeting again on January 25th for a working session to review the cost sharing formula and the True-up between Boonsboro and Keedysville water. He states that Brandon Sweeney, Assistant Mayor of Keedysville, has a new formula to be proposed to the BKWAB.
- FY21/22 Usage VS. FY22/23 Usage (Yvette & Paul) Paul reviewed the usage – Mantello reviews the Boonsboro/Keedysville Regional Water Usage Report. He notes that there has been 2 quarter in a

row with below average loss numbers. The monthly usage received per town has also decreased from 21/22 usage.

SYSTEMS REPORT – Pete Shumaker, W/S Superintendent informed the Commission that everything is running smoothly for the most part. On the water side, there was a clay valve in Keedysville that went bad and was sent away to be rebuilt. The cost may be around \$7000.00. On the sewer side, there was an excessive 3” rain on Christmas Eve that caused an overload of water and Pete had to use the new pump and divert the water. Greg Huntsberry, PW Superintendent informed the Commission that on the water side, they had a few meters freeze up and on the sewer side there was a couple of sewer back-ups on Jan 8th and suggest the Town invest into a flusher. The Commission recognized Supervisor Greg Huntsberry for 20 years at the Town of Boonsboro Public Works.

TOWN MANAGER REPORT – Paul Mantello, Town Manager had nothing to add.

ADJOURN - Motion by Commission Member Colin Shanaberger, second by Commission Member Dave Wade to adjourn meeting at 7:45pm. Motion carried unanimously.

Respectfully submitted.

Yvette May, Administrative Assistant

NEXT MEETING – February 15th@ 6PM

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