



**BOONSBORO MUNICIPAL UTILITIES COMMISSION**  
**Thursday, January 20th, 2022 - 6:00PM**  
**Meeting Chambers**

**CALL TO ORDER** – *Chairman, Stu Mullendore*

**ROLL CALL**

**PUBLIC COMMENTS**

**MINUTES**

Regular Meeting Minutes of December 15<sup>th</sup>, 2021

**TREASURER’S REPORT**

**PRESENTATION**

- **WWTP Dewatering Facility Project - Design Plans & Technical Specs Review (Ken Beldin @ GD&F)**  
**Ken Beldin, from Gwin Dobson & Foreman, presented the draft design plans for the sludge dewatering project. BMUC Members & Staff discussed the project phasing, the likely effects of inflation, and whether the conveyor needs to be insulated to prevent freezing. Town Manager to consult with Al Razik @ MES, to receive feedback and finalize the design plans.**
- **American Rescue Plan Capital Planning Task Force (Chairman, Eric Kitchen)**  
**Task Force Chairman, Eric Kitchen, presented the ARP Capital Planning Task Force and project submittal guidelines. BMUC scheduled special meeting, 2/2 @ 6PM, to deliberate the utilities task force agenda.**

**OLD BUSINESS**

- **Fournier Quote Review & Purchase (Paul)**  
**Town Manager explains we’ve received quotes from both manufacturers of rotary press technology. Prime solutions was \$60-70k over Fournier’s quote, and Fournier is the industry standard and superior package, in terms of performance / customer support / ease of use. BMUC votes to recommend purchasing the Fournier 4-channel press and appurtenances for \$380k.**
- **Reservoir Replacement Project Update (Pete, Eric & Paul)**  
**After some deliberation, BMUC finalizes decision to purchase/install the D115 post-tensioned interior tendon tank. With a tank technology identified, Town Manager requests the Town solicit a design proposal from WRA, considering the cost/time efficiencies and WRA’s thorough knowledge of the Town’s system. BMUC approves soliciting WRA for reservoir design proposal.**
- **Keedysville Booster Station Water Pressure Reduction Project Update (Paul)**  
**BMUC reviews WRA’s proposal to provide a PER for the Keedysville Booster Station. Town Manager informs Keedysville has agreed to contribute to the cost of design and construction. BMUC recommends proceeding with the PER and proposal, with WRA.**
- **BHS Irrigation Well Update (Paul)**  
**Town Manager informs WCPS solicited a bid and awarded a contract. Town Manager will follow-up, as necessary.**
- **PW & W/S Work Trucks Purchase (Greg & Paul)**  
**BMUC recommends the purchase of two utility trucks, as quoted by Hagerstown Ford.**



## NEW BUSINESS

- I&I on Della Lane re: Basement Drains for 217 & 219 Della Lane (Greg)  
**PW Superintendent informs a recent sewer backup on Della Lane points to illegal stormwater connections, likely occurring during construction and development. Town Manager to inquire with Attorney, regarding possible legal avenues to correct illegal connections and report back.**
- WWTP Wetland Creation Site Plan Review (Paul)  
**Town Manager presents Ecotone Engineering's EPA grant application and attached design plans. Per the stream restoration agreement with Soil Conservation, once funds are appropriated and design is finalized, the Town will review/approve the final plans and phasing.**
- Public Works Hiring (Greg)  
**Town Manager and PW Superintendent to publish job opening, perform interviews, and select new PW employee.**
- Sustainable Communities SWOT Analysis (Stu)  
**Chairman Mullendore reviews the SWOT analysis provided to Kathryn Gratton @ MRDC, for inclusion in the Town's Sustainable Communities Application.**

**SYSTEMS REPORT** – *Pete Shumaker, W/S Superintendent & Greg Huntsberry, PW Superintendent*

**TOWN MANAGER REPORT** – *Paul Mantello, Town Manager*

- Asset Inventory Project Update w/ Keedysville  
**USACE Physical Inventory to begin on the 25<sup>th</sup>, starting with stormwater.**
- Advanced Metering Infrastructure Upgrade Update  
**BMUC reviews latest infrastructure quote from Core & Main. Town Manager informs he's working to input data from the field test into the Town's GIS software for further analysis. Town Manager requests that the Town solicit WRA for a proposal to create district metered areas (zones) throughout the distribution system. BMUC approves solicitation.**
- Rate Study Update & EDU Policy  
**Town Manager informs the Town's again working with SERCAP and Jean Holloway to complete a rate study. The study should be complete and ready for review at the February Meeting.**

## ADJOURN

**NEXT MEETING** – February 16th, 2022 @ 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)”.*