



**BOONSBORO MUNICIPAL UTILITIES COMMISSION
NOVEMBER 15, 2023
MEETING MINUTES**

The Boonsboro Municipal Utilities Commission (BMUC) held its Regular Meeting on Wednesday, November 15, 2023, in the Meeting Chambers.

CALL TO ORDER @ 6:00PM – *Chairman, Stu Mullendore*

ROLL CALL - In attendance were BMUC Chairman Stu Mullendore and Commission Members Dave Wade, Colin Shanaberger, Bobby Mose, Chad Matthews, Loren Norris and Terry Davis. Also, present were Public Works Superintendent Greg Huntsberry, Water/Sewer Superintendent Pete Shumaker, BMUC Liaison Tony Nally, Boonsboro Town Planner Drew Bowen and Town Manager Jared Schumacher.

REVIEW & APPROVAL OF MINUTES

Regular Meeting Minutes for October 18, 2023. Commission Member Shanaberger stated to add the phrase “treated affluent” to the stream banks restoration paragraph. Motion by Commission Member Colin Shanaberger and second by Commission Member Dave Wade to approve the October 18, 2023 Minutes. **Motion carried unanimously.**

REVIEW & APPROVAL OF TREASURER’S REPORT

Motion by Commission Member Dave Wade and second by Commission Member Bobby Mose to approve the Treasurer’s Report. **Motion carried unanimously.**

PUBLIC COMMENTS - None

OLD BUSINESS & UPDATES

- **WWTP Sludge Dewatering Facility** – Town Planner Drew Bowen displayed construction photos from the Dewatering Press Project site. Bowen stated the project is on schedule. The electric conduit is in the ground, block is up, and building is wrapped.
- **Stream Bank Restoration Project** – Town Planner stated that the banks have been hydroseeded and stream banks are functioning. He stated the project is completed except for the tree plantings.
- **Shafer Park Well** -Water/Sewer Superintendent Shumaker stated Phillips Well Drilling is waiting on parts and labor. He stated the yield test will be next week and the well will not be online until after Thanksgiving.
- **Future Demand policies and application process presentation for Mayor & Council** – Planner Bowen reviewed his draft to present to Mayor & Council. He asked the Commission to review and get back to him with recommendations and changes. He stated he will table the completion of the document until the next meeting.

NEW BUSINESS

- **Reservoir Project Status** – Town Planner Drew Bowen stated that the reservoir is the town’s number one priority and the need to schedule divers immediately to check on the condition of



the reservoir. Public Works Superintendent Huntsberry suggested completing an emergency leak survey as well to determine if there are any additional leaks. Bowen stated that the reservoir plans are completed and were received on Monday. He stated he would be meeting with Town Manager Schumacher, Water/Sewer Superintendent Shumaker and Public Works Superintendent Huntsberry to review the plans for final revisions to send to WRA. Schumacher stated he will be reaching out about commercial loans along with federal and state funding. Bowen stated that the next step would be putting the project out for bid in the Spring and applying for permits.

- **Taps Fees** – Town Planner Bowen reviewed the current tap fees to the commission. He stated on the application for water service, there is a \$2,000.00 connection or meter fee and a \$8,550.00 user fee (Benefit Charge) totaling \$10,550.00 for the applicant. On the sewer side, there is a \$2,000.00 connection fee along with a \$13,500.00 user fee (Benefit Charge). Bowen stated he is familiar with the user fee but will Contact Bob Sweeney, past BMUC Chairman, about what is included in the connection fee.
- **Planning Commission & BMUC Joint Meeting Dates** – Town Planner Bowen stated he would like to have dates to schedule the joint meeting of the Planning Commission and BMUC to discuss the Comprehensive Plan. Commission Member Colin Shanaberger suggested meeting on the night of the next BMUC meeting on December 20, 2023. The BMUC will start their meeting at 5:30pm and move into the joint meeting at 6pm. Motion by Commission Member Colin Shanaberger and second by Commission Member Loren Norris to approve the joint meeting for December 20, 2023. **Motion carried unanimously.**

SYSTEMS REPORT – W/S Superintendent Pete Shumaker stated on the sewer side that operations are good and on the water side, he replaced a transducer at Well #8. He stated that water source levels are low due to the drought and there may need to be water restrictions posted. Public Works Superintendent Huntsberry stated on collection side operations are normal. He stated on the distribution side, there have been several water line leaks requiring repairs. Drew Bowen, Town Planner handed out his monthly staff report for the Commission to review. Town Manager Jared Schumacher stated he is currently working on Federal and State Funding and researching commercial loans.

ADJOURN - Motion by Commission Member Bobby Moats second by Commission Member Dave Wade to adjourn meeting at 7:20 pm. **Motion carried unanimously.**

NEXT MEETING – December 20, 2023 @ 5:30PM