



BOONSBORO MUNICIPAL UTILITIES
COMMISSION

Wednesday, April 19th, 2023 - 6:00PM Meeting Chambers

The Boonsboro Municipal Utilities Commission (BMUC) held their Regular Meeting on Wednesday, April 19th, 2023, in the Meeting Chambers. In attendance were BMUC Chairman Stu Mullendore and Commission Members Dave Wade, Bobby Mose and Colin Shanaberger. Chad Matthews and Terry Davis. 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 6:00 PM by Chairman Mullendore.

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

ROLL CALL

MINUTES

- Regular Meeting Minutes for March 22nd, 2023. Council Member Colin Shanaberger motions and second by Council Member Bobby Mose to approve Treasurer’s Report. Motion carried unanimously.

TREASURER’S REPORT

- Nally confirms all accounts and balances look up to date for Water/Sewer. Council Member Dave Wade motions and second by Council Member Colin Shanaberger to approve Treasurer’s Report. Motion carried unanimously.

WELCOME NEW MEMBERS

- Mr. Chad Matthews, 403 Brookridge Drive
- Mr. Terry Davis, 325 Lanafield Circle

APPLICANT INTERVIEWS

- Mr. Eric Norris, 20831 Boonsboro Mountain Road

OLD BUSINESS & UPDATES

- **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.



- **Shafer Park Well Replacement** - Installation to begin in late April or early May. Pre-construction meeting scheduled for April 24th. Installation will begin the week of 5/8.
- **Drinking Water Reservoir Replacement Project** - WRA is to review the security systems concept and while drafting security and surveillance design of the new reservoir, we decided to expand the scope to all drinking water facilities and the WWTP. Pete and Paul had a good meeting with WRA, regarding the Security Enhancements Study they're working on. The Town's CPF Application was selected as one of 15 requests to be included in the FY24 Appropriations Bill (<https://trone.house.gov/fy-2024-community-project-funding/>). If you recall, our FY23 CPF applications for \$5M were awarded, but not yet funded. The FY24 CPF Request, for the same project and amount, has been submitted as "insurance," to ensure that funding becomes available.
- **Water & Wastewater Tap – 222 Center Street**

NEW BUSINESS

- **FY24 Utility Rate Structure Development Update** – Eric informed the Commission that he did present to the Mayor and Council the proposed fixed fee increases. The Council stated that it would be worth continuing the discussion in future meetings.
- **WWTP Sludge Dewatering Facility** – Update & Grant Award (Paul) FY24 State Budget Grant (\$1,000,000): The Town's Lobbying Consultant, Roger Manno, is working on a \$1,000,000 state grant for the dewatering project. As of April 2023, this legislation passed the house and 15 senate, and is likely to be awarded. If awarded, this is a reimbursement-based grant, administered through DGS. Reimbursement requests must be submitted to the Department of General Services (DGS). Engineering, design, permitting, and construction procurement for this project are all complete. This project has a start date of 4/17/2023, is expected to reduce operating expenses at the plant by approximately \$160,000/year and will take approximately 9 months to complete. The design engineer is Gwin Dobson & Foreman (GD&F), and the prime contractor is HRI, Inc.
- **Transition Plan for New Town Manager** (Paul) -Sections include Letter to My Successor, Regular Duties & Daily Operations, Public Works Capital Projects & Programs, Water & Sewer Capital Projects & Programs, Human Resources / Safety & Risk, MS4 NPDES Phase II Permit and Ongoing Projects & Active Grants.
- **Shafer Park & Keedysville Spring Water Treatment Plants MEA Solar Array Grant Award** - (Paul) - Recently, the Town was awarded \$57,000, through the Maryland Energy Administration (MEA), to install solar panels on the roofs of the water treatment plants, at Shafer Park and Keedysville. The existing shingle roofs are original to the construction of the



plants, in 1999, and need to be replaced before solar panels can be installed. An IFB to replace the roofs and the flat roof on the Public Works Shop was approved by the M&C, on 4/10. Bids are due on 5/12. Please see the published IFB. Solar Holler, out of Shepherdstown WV, assisted with the technical portion of the grant application and they will complete the installation. Currently, the Town is waiting for MEA to provide a grant agreement, so a contract can be executed with Solar Holler. Please see the grant award letter and draft Solar Holler contract. After the roof replacements are complete, Solar Holler informs us installation will take approximately 6 weeks.

- **J. Hill & J. Morton – New W&S Certifications & Promotions (Pete)** – Mayor and Council approved their promotions and raises.
- **Maryland Department of the Environment 2022 MS4 Review (Paul)** - The Progress Report indicated the Town calculated a restoration target of 30 acres and has demonstrated a plan to restore 49 acres, meeting the restoration target and complying with the permit requirement. The Town must submit information for stream restoration projects to verify that they qualify for restoration credit. The Department recommends that the Town should plan for additional restoration equivalent to 10% of the current baseline by 2030. The 5-year permit cost is \$685,000, with a \$600,000 grant paid and \$85,000 from Town.
- **“Ecological Restoration for Water Quality in the Little Antietam South Watershed” – Project Update (Paul)** The 7 acres of the reforestation is completed. In about a month, Washington Co. Soil Conservation will be working on the wetland behind the wastewater plant. The stream bank work in Shafer Park is looking nice.

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

Superintendent - Pete Shumaker, W/S Superintendent informed the Commission that on the water side, Boonsboro is running smoothly but on the Keedysville side, they installed the high service pump but noticed that the propellers are not working, so this will need to be corrected. On the sewer side everything is operating smoothly with no failures. Greg Huntsberry, PW Superintendent informed the Commission that they will begin flushing hydrants between May 8th – the 12th. The process will take about 30 days. On the sewer side there was a sewer back-up at the Police Department. The pipe runs under the road. Greg got a price from Roto Rooter of \$39,000.00 Greg will keep an eye on it for right now.

TOWN MANAGER REPORT – Paul Mantello, Town Manager spoke about all of the successful projects that the Town and the BMUC were involved in over his tenure as Town Manager. BMUC Chairman Stu Mullendore and Assistant Mayor/BMUC Liaison Tony Nally commend Mantello on his knowledge and energy. Mantello thanks his co-workers and the Commission Members for all of their hard work.



ADJOURN - Motion by Commission Member Dave Wade second by Commission Member Colin Shanaberger to adjourn meeting at 7:24pm. Motion carried unanimously.

NEXT MEETING – May 17th, 2023 @ 6PM

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