



**BOONSBORO MUNICIPAL UTILITIES COMMISSION
DECEMBER 20TH
MEETING MINUTES**

The Boonsboro Municipal Utilities Commission (BMUC) held a Regular and a combined BMUC/Planning Commission Meeting on Wednesday, December 20, 2023, in the Meeting Chambers.

CALL TO ORDER @ 5:30PM –*Assistant Chairman, Colin Shanaberger*

ROLL CALL - In attendance were BMUC Assistant Chairman Colin Shanaberger, Commission Members Dave Wade, Chad Matthews, Eric 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. Absent - BMUC Chairman Stu Mullendore and Commission Member Bobby Mose.

REVIEW & APPROVAL OF MINUTES - Motion by Commission Member Terry Davis and second by Commission Member Dave Wade to approve the November 15, 2023 Minutes. **Motion carried unanimously.**

REVIEW & APPROVAL OF TREASURER’S REPORT

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

PUBLIC COMMENTS – Anita Sweigert, 56 St. Paul Street, asked about the BMUC’s recommended moratorium. Assistant Chairman Shanaberger stated that the Mayor & Council did not accept that recommendation.

OLD BUSINESS & UPDATES

- WWTP Sludge Dewatering Facility - Water/Sewer Superintendent Pete Shumaker stated the press is set and lines are complete. Roof trusses will be set next.
- Stream Bank Restoration Project – Public Works Superintendent Greg Huntsberry stated the project is completed and vegetation is starting to grow. The water is running clear.
- Shafer Park Well – Water/Sewer Superintendent Pete Shumaker stated the flow test showed the well producing 400gal/min. He stated that pipes will be connected soon, and they are waiting for water test results from Frederick.
- Presentations for Mayor & Council on Future Demand policies and application process – Town Planner Bowen stated he presented to the Mayor & Council, and they agree to use the fixture count. He stated the next step would be deciding the subdivision and application process and he will be presenting to M&C in January.



- Reservoir Update – Water/Sewer Superintendent Pete Shumaker stated divers entered the reservoir on December 7, 2023. They plugged a large hole located on bottom of reservoir. He stated they have not had to run the Spring, so that is a good sign. Town Planner Bowen stated he is in the process of applying for permits to be ready to bid the project. He stated that the Mayor & Council approved a \$66,000.00 change order.
- Taps Fees – Town Planner Bowen stated he spoke with Bob Sweeney about the past definitions of connection and user fees. He stated the connection fee was related to the radio meters being installed at the time. Bowen stated he was investigating what other municipalities are using.

NEW BUSINESS

- BMUC Project List – This is on hold for a later discussion.

SYSTEMS REPORT – W/S Superintendent Shumaker stated that water levels are good. There was a bad transducer at Route 34 Pump Station which was currently being addressed. PW Superintendent Huntsberry reported no issues on the collection side. He stated he was starting the Lead/Copper data report that will be due in October 2024. Huntsberry stated that the meters that were delivered were installed. Town Manager Schumacher reported he will be presenting proposals for Reservoir financing to the Mayor & Council. Town Planner Bowen stated he is currently meeting with developers concerning the north end of town connecting to the sewer.

JOINT MEETING BETWEEN THE PLANNING COMMISSION AND BMUC ON THE COMPREHENSIVE PLAN

– In attendance for the BMUC was Assist. Chairman Colin Shanaberger, Commission Members Dave Wade, Chad Matthews, Eric Norris, Terry Davis and BMUC Liaison Tony Nally. In attendance for the Planning Commission was Assist. Chairperson Rick Byrd, Commission Members Steve Jamison, Carmella Smith and Liaison Eric Kitchen. Also, present were Public Works Superintendent Greg Huntsberry, Water/Sewer Superintendent Pete Shumaker, Boonsboro Town Planner Drew Bowen and Town Manager Jared Schumacher. Town Planner Drew Bowen presented and opened up discussions on the below topics.

- Town Planner Bowen asked the Commissions to think about long-term and short-term goals of the town.
- Town Planner Bowen stated a Comprehensive Plan should be completed every 6 years using the State of Maryland's 66B Land Use Article, Town's Authority and Public Input & Participation.
- Bowen discussed the natural boundaries of the Town and where the Town has the potential for growth.
- Bowen asked what kind of growth does the Town want? He discussed the zoned areas of residential and commercial and the potential growth. He stated that most of the annexed land is still not developed.



- Bowen discussed the Public Services such as schools, fire services, ambulance services and parks & recreation and how they relate to the Comprehensive Plan of the Town. He stated that the economic base is much larger than the town boundaries.
- Bowen discussed transportation for the Town. He stated that each types of road, whether arterial, collector or a town street needs to be assessed for improvement and planned with growth. He stated that we have no alternative route for Main Street.

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

NEXT MEETING – January 17, 2023 @ 6PM

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