



BOONSBORO MUNICIPAL UTILITIES COMMISSION
AGENDA
Wednesday October 16, 2024 – 6:00PM

CALL TO ORDER @ 6:00PM – *Chairman Colin Shanaberger*

ROLL CALL

MINUTES

- Meeting Minutes for September 18, 2024

TREASURER'S REPORT – *Tony*

PUBLIC COMMENTS

OLD BUSINESS & UPDATES

- Shafer Park Well update – *Pete*
- Reservoir Update – *Pete & Drew*
- Crestview Water Pressure Reduction & Bypass Project – *Drew*
- Lead Service Line Inventory Action Plan
- Internal Water Audit – *Drew*
- Reservoir Contingency Plan – *Colin*
- ARM Group LLC Geophysical Survey – *Pete*
- BMUC Charter Amendment: Email Voting
- EDU Availability

NEW BUSINESS

- Recognition of Ray Hoffman, Dewatering Press
- Ordinance Regarding Water & Wastewater Pre-Treatment

SYSTEMS REPORT – *Pete Shumaker, W/S Superintendent; Drew Bowen, Town Planner*

ADJOURN

NEXT MEETING – November 20, 2024 @ 6PM

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**BOONSBORO MUNICIPAL UTILITIES COMMISSION
WEDNESDAY SEPTEMBER 18, 2024
MEETING MINUTES**

The Boonsboro Municipal Utilities Commission (BMUC) held a Regular Meeting on Wednesday, September 18, 2024 in the Meeting Chambers

CALL TO ORDER @ 6:00PM – *Chairman Colin Shanaberger*

ROLL CALL – Present: Chairman Colin Shanaberger, Assistant Chairman Loren Norris, Commission Members Chad Matthews, Bobby Mose and Dave Wade. **Also Present:** Water/Sewer Superintendent Pete Shumaker, Public Works Superintendent Greg Huntsberry, BMUC Liaison Tony Nally, Council Member Eric Kitchen and Town Manager Rachel Souders. Commission Member Terry Davis was absent.

REVIEW & APPROVAL OF MINUTES - Motion by Chairman Shanaberger and second by Assistant Chairman Norris to approve the August 21, 2024 Minutes. **Motion carried unanimously.**

REVIEW & APPROVAL OF TREASURER’S REPORT

Motion by Chairman Shanaberger and second by Member Wade to approve the August 2024 Treasurer’s Report. **Motion carried unanimously.**

PUBLIC COMMENTS -None

OLD BUSINESS & UPDATES -

- Shafer Park Well update – Water/Sewer Superintendent Pete Shumaker stated that the last water draw for the dry test was completed and waiting on MDE to review the test results.
- Reservoir Update – Town Manager Souders stated that there was a Pre-bid Meeting on September 10th @ 11am. She stated that several contractors including HRI, Hetzer, Callas, Huntsberry Brother were present. The RFP for advertisement was completed and published. Bids have a due date of October 11, 2024. She stated that the bids were to be publicly opened at the Mayor & Council’s October 14th Meeting. She stated that she would like to try and have the bids opened at 4:00pm on 10/14. This would allow three hours to review the bids and make a recommendation to the M&C that evening. If a decision cannot be reached by 7pm, the M&C was open to having a special meeting later that week to determine the award. Souders stated that WRA has a change order of \$7,000.00 for the extra time for completing the Washinton County permitting.
- Crestview Water Pressure Reduction & Bypass Project – Public Works Superintendent Greg Huntsberry stated that St. Highway denied our request twice to run the water line on the bridge crossing Rt. 34. WRA did send the plans for the stream crossing and is under our review. This project must be done before the Reservoir is completed to avoid an increase in pressure to the Crestview area.

- Lead Service Line Inventory Action Plan – Public Works Superintendent Greg Huntsberry stated that EADS Group has completed the work on the survey and inputting the data.
- Internal Water Audit – Public Works Superintendent Greg Huntsberry stated that himself, Water/Sewer Superintendent Shumaker and Planner Bowen will be visiting all water producing facilities and work out a plan to evaluate the entire system.
- Reservoir Contingency Plan – Chairman Shanaberger stated there was no current updates about a contingency plan to the reservoir replacement.
- New Connections /Utility Plans for DiPietro & Son, LLC; Ambulance; 50 St Paul – Town Manager Souders stated after some exchanges of ideas internally and feedback from DiPietro’s side, an MOU has been written that both parties can agree. DiPietro does have some questions about permitting. Nelson Baker with the Boonsboro Rescue Company located at 7619 Old National Pike stated that the rescue squad has decided to move forward with the project of hooking to public sewer and asked what fees are associated. Town Manager stated that 50 St Paul is still waiting on Engineering.
- ARM Group LLC Geophysical Survey – W/S Superintendent Shumaker reviewed the Resistivity Depth Slices with the Commission. ARM Group completed a geophysical survey at the Reservoir. The surface geophysical Investigation utilized the earth resistivity (ER) geophysical method to scan the subsurface below the water supply reservoir. Even though Superintendent Shumaker is maintaining the reservoir levels lower, the survey showed there is a leak between the building along the road and the reservoir. Most likely a service line.

NEW BUSINESS -

- EDU Availability Update – Chairman Shanaberger reminded the Commission that the EDU Calculation Worksheet is a living document and should be updated quarterly.
- RFP Needed for Fletchers Grove Surcharge Area Improvements – Chairman Shanaberger stated that work on the Surcharge at Fletchers Grove needs to be completed simultaneously with the Auction House Project. Motion by Chairman Shanaberger and second by Commission Member Matthews to create an RFP needed for the Fletchers Grove Surcharge Area Improvements. **Motion carried unanimously.**
- Recognition of Ray Hoffman, Dewatering Press - BMUC Liaison Tony Nally stated he tried to reach out to Doris Hoffman. He stated a recognition ceremony would be hopefully in early October. Nally stated he would reach out to Kim Miller about getting a plaque made for the ceremony.
- BMUC Charter Amendment: Email Voting - Chairman Shanaberger stated that Robert’s Rule, contained little information on electronic voting. He proposed adding a Section 9 in the BMUC Charter as an amendment. Town Manager Souders stated that as per Robert’s Rule, as long as there is only one item to review, and everyone is in favor, electronic voting is acceptable. Chairman Shanaberger stated he would continue to work on the amendment to the BMUC Charter and draft Section 9 (Electronic Voting) for the Commission to review.
- Approval of RFP for Construction Management & Inspection of Reservoir – Town Manager Souders presented the RFP for Construction Management and Inspection of Reservoir for the Commission to review. The work for contract includes engineering services during construction and also construction management and inspection services. Motion by Chairman Shanaberger and second by Commission Member Wade to approve RFP for Construction Management and Inspection of Reservoir. **Motion carried unanimously.**

SYSTEMS REPORT –

- W/S Superintendent Pete Shumaker stated on the water side of operations, the spring pump needs replaced, and the crane will be pulling it out on the 24th. On the sewer side, Shumaker stated that one of the sewage pumps finally failed and he is hoping to repair it and keep it for a back up once the new pump arrives that had been ordered in August. Shumaker updated the Commission that HRI is starting to complete the punch list at the Press Facility, and he just received approval from MDE to land the sludge at the Press Storage Facility.
- Public Works Superintendent Greg Huntsberry stated all valves have been exercised and stated he has been on site at the Stiles Place location while contractors are installing a new waterline. He stated that the new service lines at the 222 Center St location will start this week. Huntsberry stated that the sewer side is running smoothly.

ADJOURN - Motion by Commission Member Mose second by Commission Member Wade to adjourn meeting at 6:45 pm. **Motion carried unanimously.**

NEXT MEETING – October 16, 2024 @ 6PM

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September 2024

ICS

YTD Interest

Prior YTD Interest

WATER FUND CHECKING - Recap
WF GENERAL LEDGER BEGINNING BALANCE:

\$1,081,097.32
\$1,081,097.32

Add Deposits:

Collections/Payment Deposits
 Transfers from other accounts
 Sewer Fund Deposits (reimbursements)
 Keedysville Check
 Keedysville Administrative Fee - Qtrly
 Grant Income
 Miscellaneous Deposits
 Interest

\$25,250.67
 \$0.00
 \$2,799.26
 \$0.00
 \$0.00
 \$0.00
 \$0.00
\$3,207.29
\$31,257.22

TOTAL DEPOSITS WF:

Deposits In Transit
 Sweeps In Transit

\$0.00
 \$0.00
\$1,112,354.54

SUB-TOTAL WF:

Less Withdrawals:

Checks written
 EFT Payments
 Transfers to General Fund Account
 Transfers to General Fund Account
 Transfers to Sewer Account
 Transfers to Other Accounts
 Transfers to Keedysville Utility
 Transfers to Keedysville Utility
 Returned Items
 Credit Card fees
 Bank Fees

(\$34,330.56)
 \$0.00
 (\$34,152.84)
 (\$47,820.18)
 (\$305,920.47)
 \$0.00
 (\$22,232.00)
 (\$10,463.05)
 (\$300.00)
 \$0.00
 (\$15.00)
(\$455,234.10)

TOTAL WITHDRAWALS WF:

Less Outstanding Checks
 Sweeps In Transit

\$0.00
 \$0.00
(\$455,234.10)

SUB-TOTAL WF:

WF ICS CHECKING ENDING BALANCE:
 Plus Deposits In Transit
 Less Outstanding Checks

\$737,389.74
 \$355.47
 (\$80,624.77)
\$657,120.44

VARIANCE:

\$0.00

Keedysville CC	2,219.58
Water	8,142.42
Sewer	10,960.94
Sanitation	1,589.39

August 2024 A/P

\$9,873.94

\$318.63

Note: the balances don't include the returned check or open applied amount

SEWER FUND CHECKING - Recap
SF GENERAL LEDGER BEGINNING BALANCE:

ICS	
	\$80,343.90
	<u>\$80,343.90</u>

ADD DEPOSITS:

Sewer Payment Deposits	\$0.00	
Transfers from Water Fund	\$305,920.47	June-August 2024 Sewer Collects
Transfer from General Fund	\$90,513.34	FY25 BRF O&M, GF-SF Misc DTDF
Miscellaneous Deposits	\$1,000,000.00	Grant 23-219 Reimbursement, Due to GF to repay \$1M Loan
Miscellaneous Deposits Interest	\$541.31	
	<u>\$1,396,975.12</u>	

TOTAL DEPOSITS SF:

\$2,566.51

\$75.91

SUB-TOTAL SF:

Deposits In Transit	\$0.00
Sweeps In Transit	\$0.00
	<u>\$1,477,319.02</u>

LESS WITHDRAWALS:

Checks written	(\$117,097.92)	
EFT Payments	\$0.00	
Transfers to General Fund Account	(\$40,470.82)	August 2024 GF-SF A/P
Transfers to Water Account	(\$2,799.26)	August 2024 WF-SF A/P
Transfers to Other Accounts	(\$1,000,000.00)	GF Loan Repayment
Returned Items	\$0.00	
Bank Fees	\$0.00	
Miscellaneous Withdrawals	\$0.00	
	<u>(\$1,160,368.00)</u>	

TOTAL WITHDRAWALS SF:

SF ICS CHECKING ENDING BALANCE:	\$408,671.63
Plus Deposits In Transit	\$0.00
Less Outstanding Checks	(\$91,720.61)
SF GENERAL LEDGER ENDING BALANCE:	\$316,951.02

VARIANCE:

\$0.00

September 2024

YTD Interest Prior YTD Interest

Restricted Funds - Money Market - MVB

Beg GL Balance:	\$452,022.60	
Add Deposits:	\$0.00	
Add Transfers	\$0.00	
Other:	\$0.00	
Interest:	\$1,020.38	634.42
Ending GL BALANCE:	\$453,042.98	
Ending Bank Balance:	\$424,440.48	
Add (Less) Other:	\$28,602.50	
Total:	\$453,042.98	

\$3,489.88

Payroll Account - MVB

Beg GL Balance:	(\$300.00)	
Add Deposits:	\$96,025.64	
Less Withdrawals:	(\$95,725.64)	
Outstanding Checks	\$0.00	
Ending GL BALANCE:	\$0.00	
Ending Bank Balance:	\$0.00	
(Less) Outstanding Checks:	\$0.00	
Total:	\$0.00	

American Rescue Plan Act Funds - MVB

Beg GL Balance:	\$2,725,774.48	
Add Deposits:	\$0.00	
Add Transfers:	\$0.00	
Less Withdrawals:	(\$349,587.32)	
Interest	\$7,353.07	649.98
Ending GL BALANCE:	\$2,383,540.23	
Ending Bank Balance:	\$2,389,510.03	
(Less) Outstanding Checks:	(\$5,969.80)	
Total:	\$2,383,540.23	

\$22,502.07

WF User Fees - Money Market - MVB

Beg GL Balance:	\$2,209,670.14	
Add Deposits:	\$343,617.52	
Add Transfers:	\$0.00	
Other:	\$0.00	
Interest	\$6,919.33	51.70
Ending GL BALANCE:	\$2,560,206.99	
Ending Bank Balance:	\$2,491,688.73	
Add (Less) Other:	\$68,518.26	
Total:	\$2,560,206.99	

\$22,659.75

CE 8.25.2024 #1

SF User Fees - Money Market - MVB

Beg GL Balance:	\$103,613.70	
Add Deposits:	\$15,500.00	
Add Transfers:	\$0.00	
Less Withdrawals:	\$0.00	
Interest	\$235.88	17.99
Ending GL BALANCE:	\$119,349.58	
Ending Bank Balance:	\$119,349.58	
Add (Less) Other:	\$0.00	
Total:	\$119,349.58	

\$770.11

222 Center St Water Tap



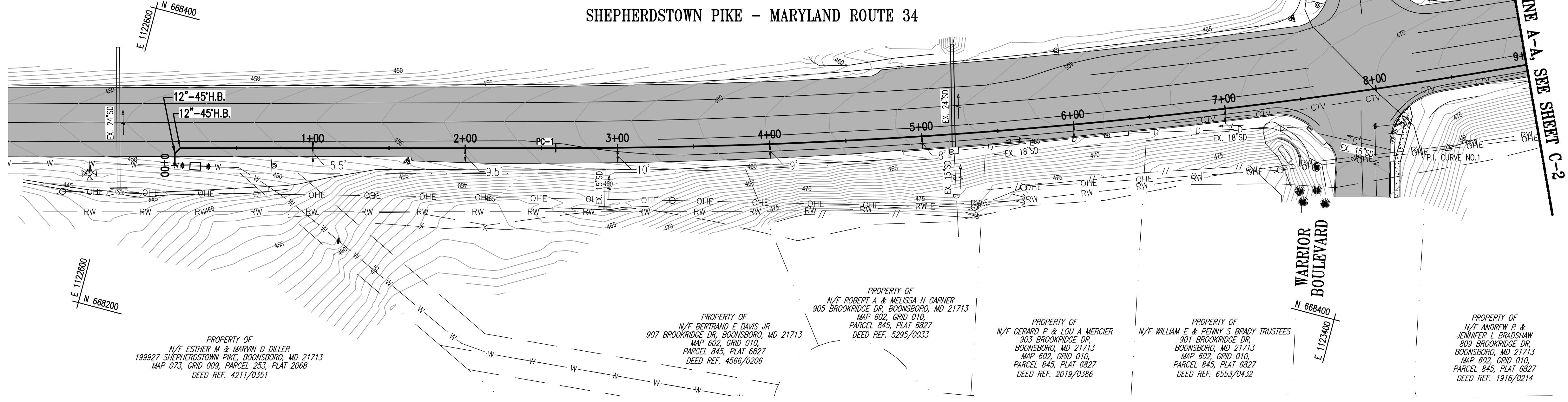
Mayor and Council Boonsboro, Maryland

12-Inch Water Main & Replacement Potable Water Reservoir

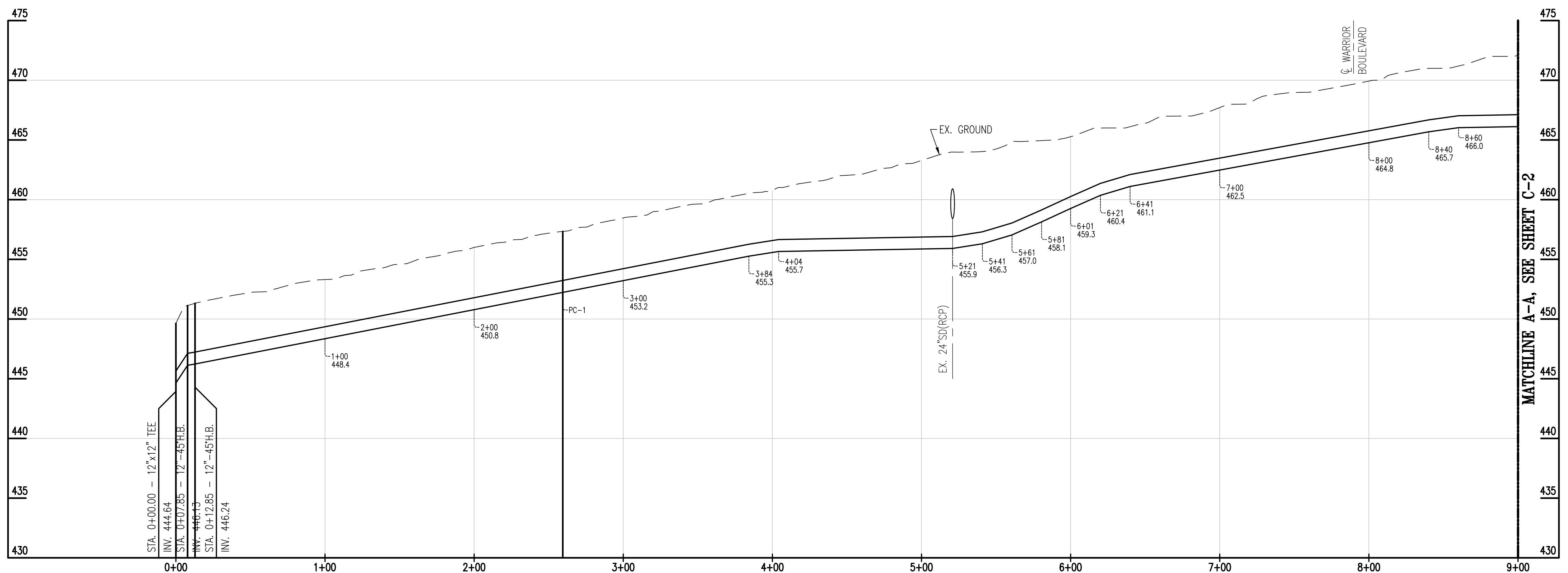
Construction Bid Tabs

Contractor	Base Bid
C. William Hetzer, Inc.	
Callas Contractors, LLC	
Conewago Enterprises, Inc.	
HRI, Inc.	

CURVE DATA NO. 1
 $\Delta = 17^\circ-48'-44.63''$
 $R = 3,740.00'$
 $L = 1,162.71'$
 $T = 586.08'$
 $Ch = 1,158.03'$



PLAN
 SCALE: 1" = 40'



PROFESSIONAL CERTIFICATION
 I HEREBY CERTIFY THAT THESE DOCUMENTS WERE PREPARED OR APPROVED BY ME, AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MARYLAND. LICENSE NO. 28792, EXPIRATION DATE: 06/10/2025



TOWN OF BOONSBORO, MARYLAND		TOWN OF BOONSBORO, MARYLAND	
MAYOR	DATE	BMUC CHAIR	DATE
TOWN OF BOONSBORO, MARYLAND		TOWN OF BOONSBORO	
PLANNING CHAIR	DATE	21 NORTH MAIN STREET BOONSBORO, MD 21713 301-432-5141	TAX ID: 06-023320 ZONING: RT, DEED REF: 281/607 MAP: 0068, GRID: 0024, PARCEL: 0111 ELECTION DISTRICT: 6

CRESTVIEW BYPASS
 12-INCH WATER
 CONTRACT NO. X-X

WATER MAIN
 PLAN AND PROFILE

WASHINGTON COUNTY DIVISION OF ENGINEERING		
APPROVED BY: _____		
DATE: _____		
REVISION	DATE	DESCRIPTION

DRAWING NO. 3 OF XX	SHEET C-1
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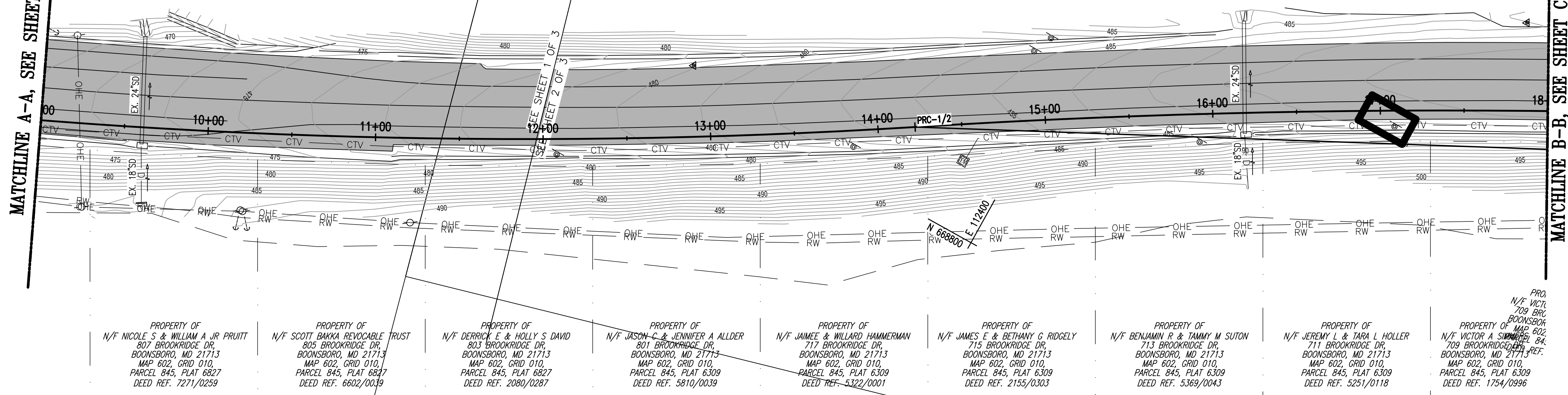
CURVE DATA NO. 1
 $\Delta = 17^{\circ}-48'-44.63''$
 $R = 3,740.00'$
 $L = 1,162.71'$
 $T = 586.08'$
 $Ch = 1,158.03'$

CURVE DATA NO. 2
 $\Delta = 11^{\circ}-09'-02.30''$
 $R = 5,120.00'$
 $L = 996.43'$
 $T = 499.79'$
 $Ch = 994.86'$

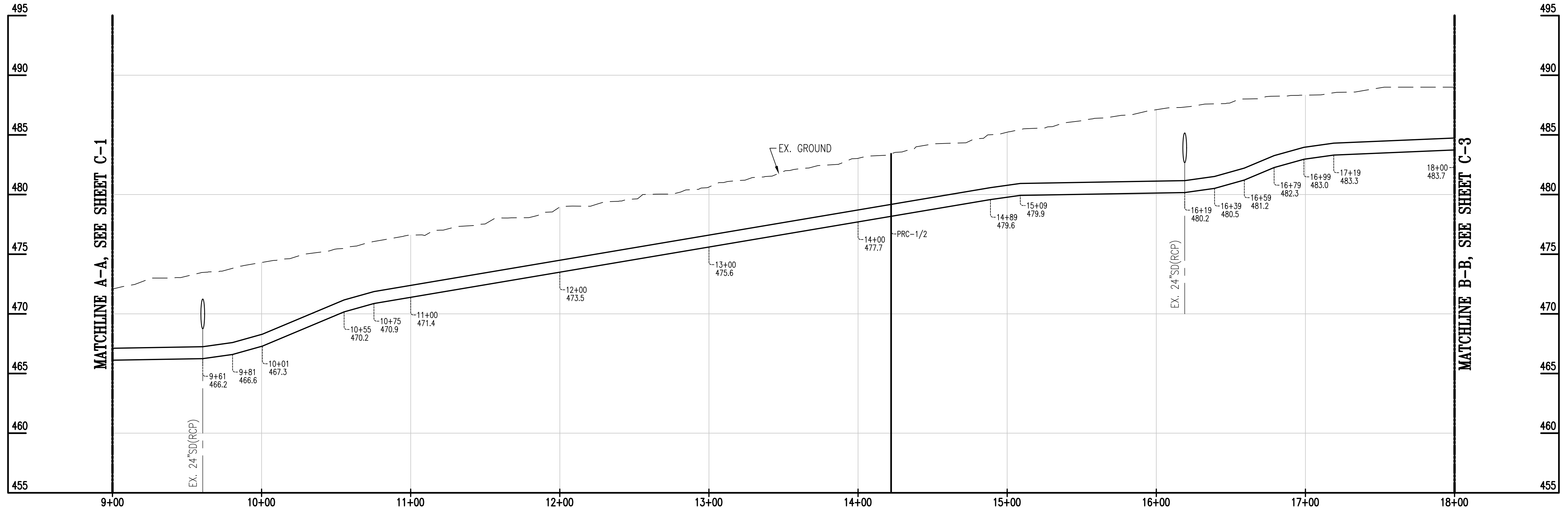
SHEPHERDSTOWN PIKE - MARYLAND ROUTE 34

MATCHLINE A-A, SEE SHEET C-1

MATCHLINE B-B, SEE SHEET C-3



PLAN
 SCALE: 1" = 40'



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MAYOR	DATE	BMUC CHAIR	DATE
TOWN OF BOONSBORO, MARYLAND		TOWN OF BOONSBORO	
PLANNING CHAIR	DATE	21 NORTH MAIN STREET BOONSBORO, MD 21713 301-432-5141	TAX ID: 06-023320 ZONING: RT, DEED REF: 281/607 MAP: 0068, GRID: 0024, PARCEL: 0111 ELECTION DISTRICT: 6

**CRESTVIEW BYPASS
 12-INCH WATER**
 CONTRACT NO. X-X

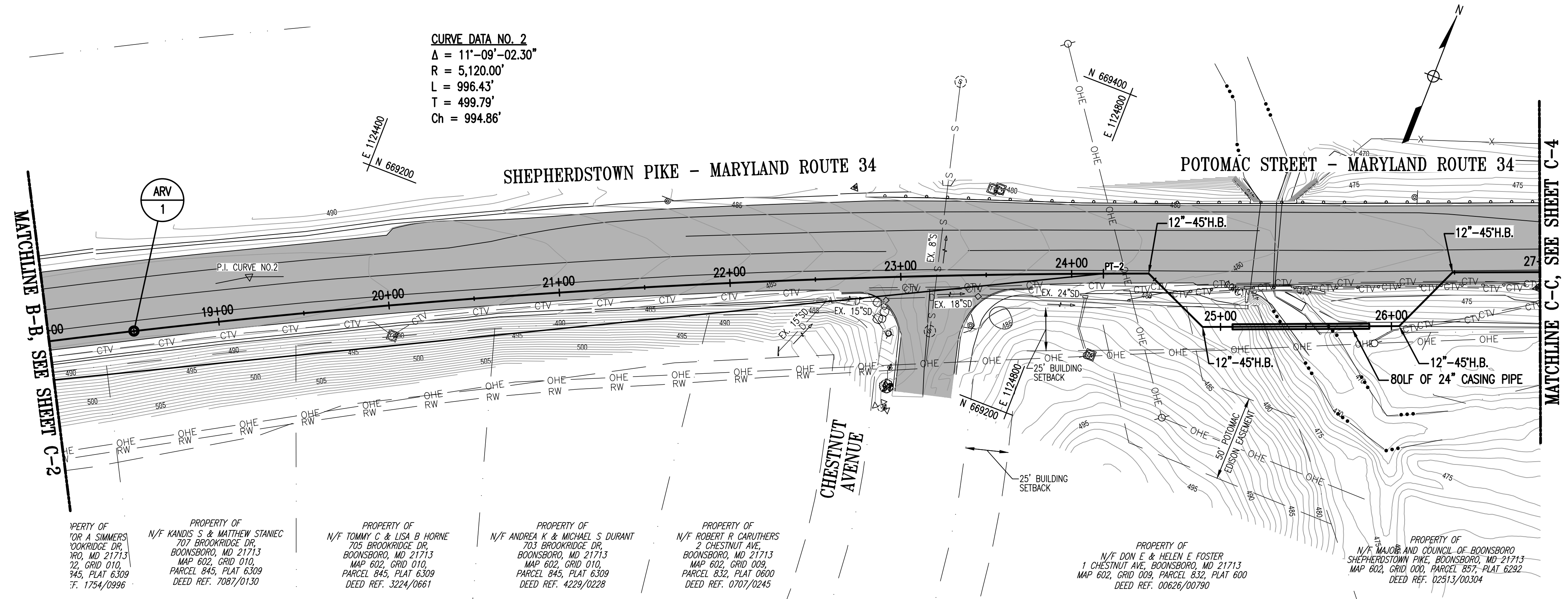
**WATER MAIN
 PLAN AND PROFILE**

WASHINGTON COUNTY DIVISION OF ENGINEERING		
APPROVED BY:	_____	
DATE:	_____	
REVISION	DATE	DESCRIPTION

DRAWING NO. 4 OF XX SHEET C-2

FILENAME: W:\144E-BOON\CD\W\144E0001-00.DWG

CURVE DATA NO. 2
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 $R = 5,120.00'$
 $L = 996.43'$
 $T = 499.79'$
 $Ch = 994.86'$



PLAN
 SCALE: 1" = 40'

PROPERTY OF TOR A SIMMERS, 700 KRIDGE DR., BOONSBORO, MD 21713, MAP 602, GRID 010, PARCEL 845, PLAT 6309, DEED REF. 1754/0996

PROPERTY OF N/F KANDIS S & MATTHEW STANIEC, 707 BROOKRIDGE DR., BOONSBORO, MD 21713, MAP 602, GRID 010, PARCEL 845, PLAT 6309, DEED REF. 7087/0130

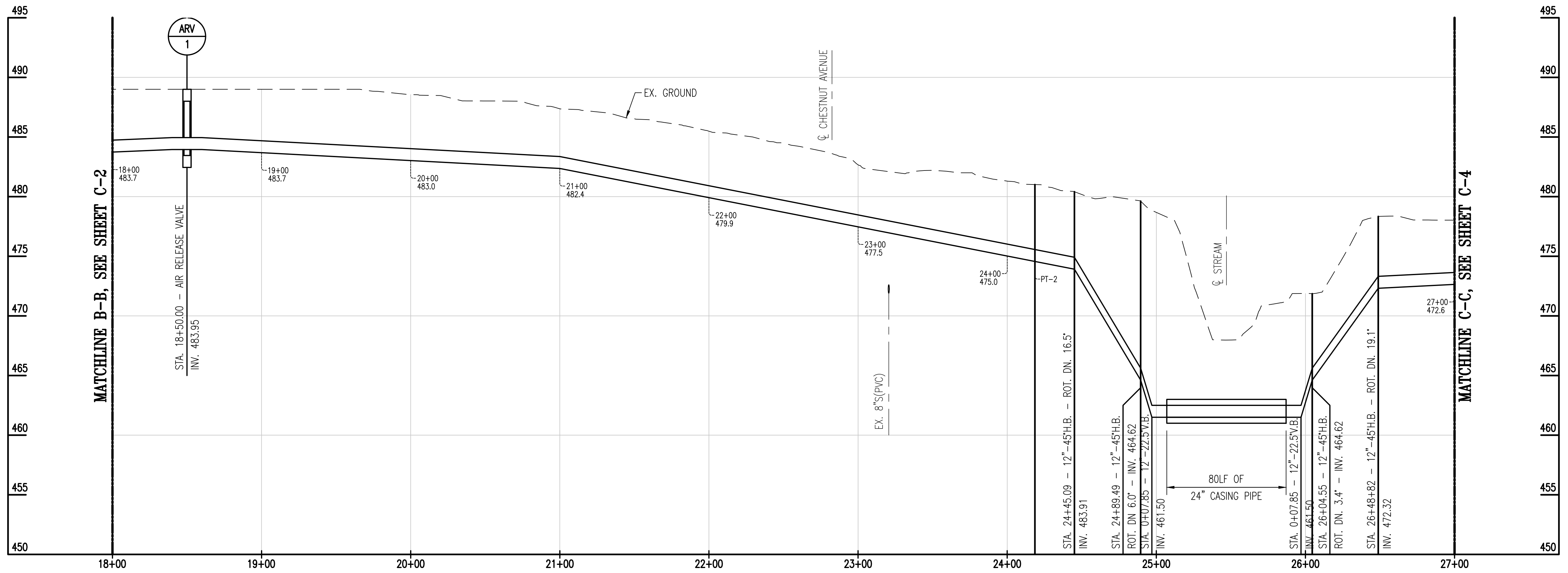
PROPERTY OF N/F TOMMY C & LISA B HORNE, 705 BROOKRIDGE DR., BOONSBORO, MD 21713, MAP 602, GRID 010, PARCEL 845, PLAT 6309, DEED REF. 3224/0661

PROPERTY OF N/F ANDREA K & MICHAEL S DURANT, 703 BROOKRIDGE DR., BOONSBORO, MD 21713, MAP 602, GRID 010, PARCEL 845, PLAT 6309, DEED REF. 4229/0228

PROPERTY OF N/F ROBERT R CARUTHERS, 2 CHESTNUT AVE., BOONSBORO, MD 21713, MAP 602, GRID 009, PARCEL 832, PLAT 600, DEED REF. 0707/0245

PROPERTY OF N/F DON E & HELEN E FOSTER, 1 CHESTNUT AVE., BOONSBORO, MD 21713, MAP 602, GRID 009, PARCEL 832, PLAT 600, DEED REF. 00626/00790

PROPERTY OF N/F MAJOR AND COUNCIL OF BOONSBORO, SHEPHERDSTOWN PIKE, BOONSBORO, MD 21713, MAP 602, GRID 000, PARCEL 857, PLAT 6292, DEED REF. 02513/00304



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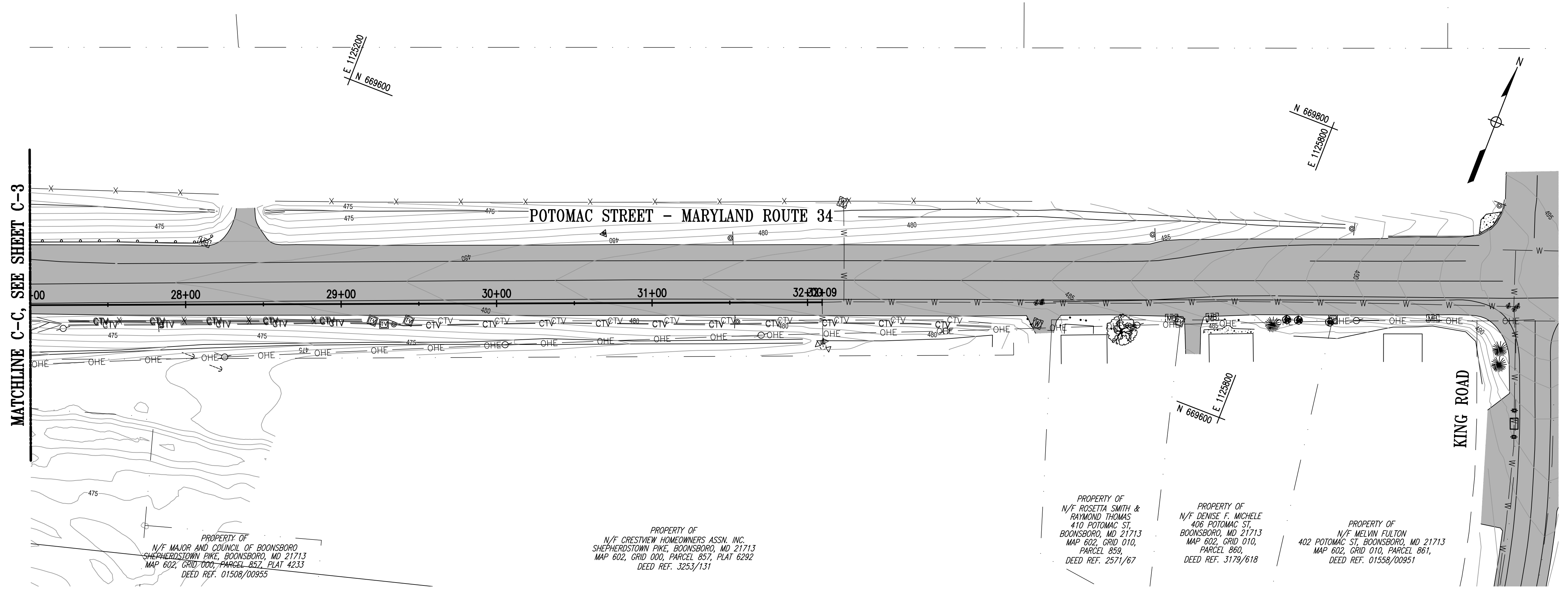
TOWN OF BOONSBORO, MARYLAND		TOWN OF BOONSBORO, MARYLAND	
MAYOR	DATE	BMUC CHAIR	DATE
TOWN OF BOONSBORO, MARYLAND		TOWN OF BOONSBORO	
PLANNING CHAIR	DATE	21 NORTH MAIN STREET BOONSBORO, MD 21713 301-432-5141	TAX ID: 06-023320 ZONING: RT, DEED REF: 281/607 MAP: 0068, GRID: 0024, PARCEL: 0111 ELECTION DISTRICT: 6

CRESTVIEW BYPASS
 12-INCH WATER
 CONTRACT NO. X-X

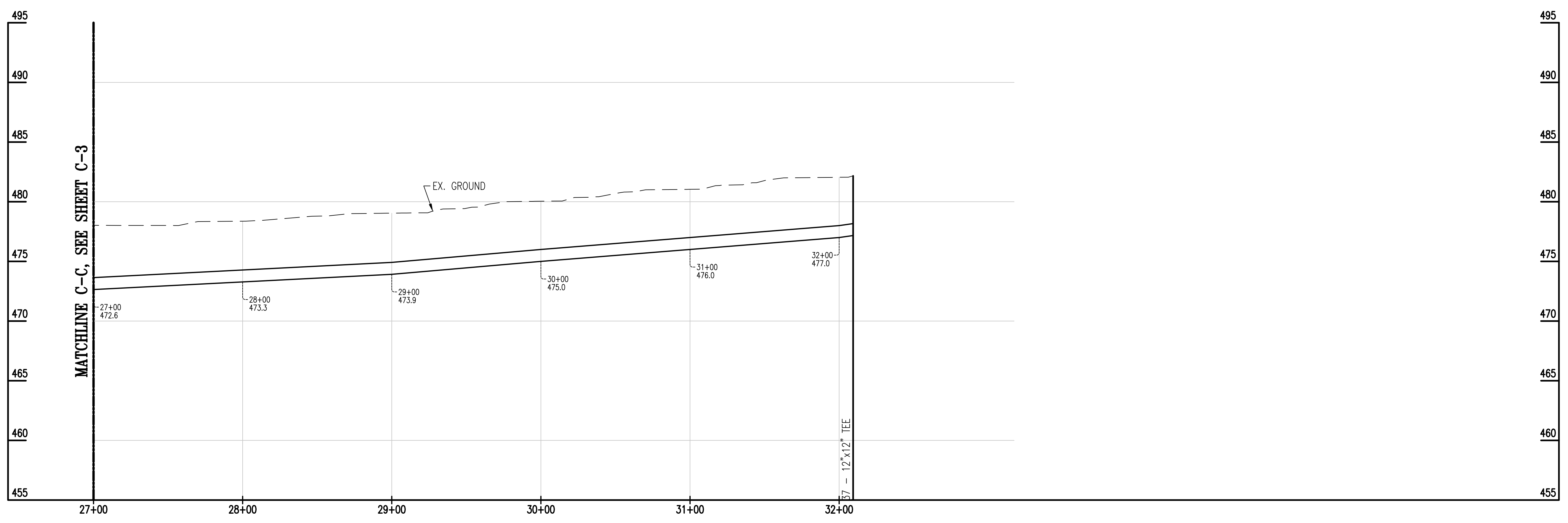
WATER MAIN
 PLAN AND PROFILE

WASHINGTON COUNTY DIVISION OF ENGINEERING		
APPROVED BY: _____		
DATE: _____		
REVISION	DATE	DESCRIPTION

DRAWING NO. 5 OF XX SHEET C-3



PLAN
SCALE: 1" = 40'



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Whitman, Requardt & Associates, LLP
801 South Caroline Street, Baltimore, Maryland 21231
410-235-3450

TOWN OF BOONSBORO, MARYLAND		TOWN OF BOONSBORO, MARYLAND	
MAYOR	DATE	BMUC CHAIR	DATE
TOWN OF BOONSBORO, MARYLAND		TOWN OF BOONSBORO	
PLANNING CHAIR	DATE	21 NORTH MAIN STREET BOONSBORO, MD 21713 301-432-5141	

TAX ID: 06-023320
ZONING: RT, DEED REF: 281/607
MAP: 0068, GRID: 0024,
PARCEL: 0111
ELECTION DISTRICT: 6

CRESTVIEW BYPASS
12-INCH WATER
CONTRACT NO. X-X

WATER MAIN
PLAN AND PROFILE

WASHINGTON COUNTY DIVISION OF ENGINEERING		
APPROVED BY: _____		
DATE: _____		
REVISION	DATE	DESCRIPTION
DRAWING NO. <u>6</u> OF <u>XX</u>	SHEET C-4	

FILENAME: W:\1442-BOONSBORO\14420001-00.DWG

13.08.070 - Discharge limitations.

The following described substances, materials, waters or waste shall be limited in discharges to municipal systems to concentrations or quantities which will not harm either the sewers, wastewater treatment process or equipment, will not have an adverse effect on the receiving stream, or will not otherwise endanger lives, limb, public property, or constitute a nuisance. The director of public works may set limitations lower than the limitations established in the regulations below if in his or her opinion such more severe limitations are necessary to meet the above objectives. In forming his or her opinion as to their acceptability, the director of public works will give consideration to such factors as the quantity of subject waste in relation to flows and velocities in the sewers, materials of construction of the sewers, the wastewater treatment process employed, capacity of the wastewater treatment plant, degree of treatability of the waste in the wastewater treatment plant, and other pertinent factors. The limitations or restrictions on materials or characteristics of waste or wastewaters discharged to the sanitary sewer which shall not be violated without approval of the director of public works are as follows:

- A. Wastewater having a temperature higher than one hundred fifty (150) degrees Fahrenheit (sixty-five (65) degrees Celsius);
- B. Wastewater containing more than twenty-five (25) milligrams per liter of petroleum oil, nonbiodegradable cutting oils, or products of mineral oil origin;
- C. Wastewater from industrial plants containing floatable oils, fat or grease;
- D. Any garbage that has not been properly shredded. Garbage grinders may be connected to sanitary sewers from homes, hotels, institutions, restaurants, hospitals, catering establishments, or similar places where garbage originates from the preparation of food in kitchens for the purpose of consumption on the premises or when served by caterers;
- E. Any waters or wastes containing iron, chromium, copper, zinc and similar objectionable or toxic substances to such degree that any such material received in the composite wastewater at the wastewater treatment works exceeds the limits which may be established by the director of public works for such materials;
- F. Any waters or wastes containing odor-producing substances exceeding limits which may be established by the director of public works;
- G. Any radioactive wastes or isotopes of such half-life or concentration as may exceed limits established by the director of public works in compliance with applicable state or federal regulations;
- H. Quantities of flow, concentrations, or both which constitute a "slug" as defined herein;
- I. Waters or wastes containing substances which are not amenable to treatment or reduction by the wastewater treatment process employed, or are amenable to treatment only to such degree that the wastewater treatment plant effluent cannot meet the requirements of other

EXAMPLE REGULATIONS FOR PRE-TREATMENT

agencies having jurisdiction over discharge to the receiving waters;

- J. Any water or wastes which, by interaction with other water or wastes in the public sewer system, release obnoxious gases, form suspended solids which interfere with the collection system, or create a condition deleterious to structures and treatment processes;
- K. Any water or wastes having suspended solids or BOD in excess of three hundred (300) mg/p.

(Prior code § 4-2207)

(Ord. No. 20-01-02, § II, 2-24-2020)

EXAMPLE REGULATIONS FOR PRE-TREATMENT



Town of Boonsboro

Planning

Monthly Staff Report

DATE: 10/13/2024

TO: Mayor & Council
Planning Commission
Boonsboro Municipal Utilities Commission
Town Manager

FROM: Andrew J. Bowen
Staff Planner

RE: **MONTHLY PLANNING UPDATE – SEPTEMBER 2024**

COMPREHENSIVE PLAN:

- Comp Plan Presentation
 - Reviewing Chapter One – Comp Plan for Comments
 - Scheduling Meeting with Consultants for Comp Plan layout

ANNEXATIONS:

- Flook & TT&K Properties – Provided Emergency Services Site Plan for a joint facility for discussion purposes. **MEETING WITH BMUC REGARDING FUTURE SEWER SERVICE ALONG NORTH MAIN STREET.**
- King Road Associates – The Town Officials and Staff met with representatives of the family to discuss the future of the property. Family is determining if they want to develop the property or sell it. **MEETING WITH RICHARD O'BRIEN, LGI HOMES, ABOUT DEVELOPMENT OF THE PROPERTY. LGI HOMES IS WORKING THROUGH STEVE ODER WITH THE OWNER TO NEGOTIATE A SALE TO LGI HOMES.**

MAJOR SUBDIVISIONS:

- Battlefield Estates
 - Permit Renewals have been filed by the Developer with the County
 - Issues with the County now requiring FRO for the approved plans that previously was approved for payment in lieu of plantings. Letter of support provided by the Town to allow the previous approvals for FRO to be applicable to the Site Plan renewal. **NO RESPONSE FROM THE COUNTY**

- The Preserve at Fox Gap
 - Difficulties continue with this project. The Owners are constantly argumentative regarding all aspects of the project. The Owners continue to have payment issues with the sub-contractors and getting work done. Flagrant disregard for the Town's inspection standards which are to ensure the public health and safety of our residents with regard to water quality.
- Fletcher's Grove
 - Chase Six / Campus Drive Realignment
 - SHA has approved ALL plans. The Town will need to negotiate an MOU or Public Works Agreement with the Developer for the construction of the Chase Six Blvd & Campus Drive Realignment.
 - Dean South
 - Improvement Plans Approved by the Planning Commission
 - Final Plats Conditionally Approved by Planning Commission
 - FRO Plans Approved by Washington County

MINOR SUBDIVISIONS:

- 50 St. Paul Street – Pancheco Subdivision – Utility Plans will need to be submitted since utility connections for the new parcels show connection to a sanitary sewer line that does not exist. **NO COMMENTS FROM TRIAD ON UTILITY PLANS**

TEXT AMENDMENTS:

- None

INFRASTRUCTURE PROJECTS

- Reservoir Project
 - Construction Bids due 10/11/2024
 - Construction MGT & Inspection Bids due 10/18/2024
- Auction House (Vanish Brewery)
 - Public Works Agreement Executed
 - Pre-Construction Meeting held. Construction of the force main can begin at anytime. All permits have been issued to the contractor.
- WWTP Sludge Dewatering
 - Operational and in use
 - Received MDE Ground Application Permit
- Shafer Park – Phase IV – Walking Trail
 - Project Awarded
 - Pre-Construction Meeting held
 - Work to begin at anytime



Town of Boonsboro

Zoning

Monthly Staff Report

DATE: 10/13/2024

TO: Mayor & Council
Planning Commission
Boonsboro Municipal Utilities Commission
Town Manager

FROM: Andrew J. Bowen
Zoning Administrator

RE: **MONTHLY PLANNING UPDATE – SEPTEMBER 2024**

BOARD OF APPEALS HEARINGS:

- NONE

ZONING VIOLATIONS AND COMPLAINTS:

- Investigating Potential Zoning Violations on:
 - Exhaust Fans – 23 South Main Street – County requiring resubmittal and relocation of the exhaust fan. **County Permits and Inspection Department addressing relocation of the exhaust fan.**
- Investigating garage construction at 50 St. Paul Street without a permit.
 - **County Permits and Inspection Department addressing work without permit.**
- Chicken Inspections at Thompson Court.
 - **I checked the properties on Thompson at various times throughout the morning, daytime and evenings from 9/9/24-9/20/2024. I never saw or heard any rosters during any of my property checks. As the Zoning Administrator, I consider this investigation closed.**
- Investigating 44 North Main Street – Building safety & structural integrity.

ZONING CERTIFICATES / BUILDING PERMITS:

Boonsboro Permits

Building Permits Applied From 9/1/2024 Through 9/30/2024

Record No.	Address	Applicant	Applied	Issued	Status	Fees Due
BO2024-0019	20 South MAIN Street	Codee Reese	09/10/24	09/27/24	Approved	\$403
BO2024-0020	214 No MAIN Street	Douglas Cronise	09/24/24	10/02/24	Approved	\$164
				Totals:	2 Permits	\$566