

BOONSBORO MUNICIPAL UTILITIES COMMISSION

REGULAR MEETING

Wednesday, March 25, 2021

The Boonsboro Municipal Utilities Commission (BMUC) held its regular meeting on Wednesday, March 25, 2021 in the Charles F. "Skip" Kauffman Meeting Chambers. Participants included Commission Chairperson Bob Sweeney and Commission Members Bobby Mose, Ken Eshbaugh, Dave Wade and Stu Mullendore. Also in attendance were Mayor and Council Liaison Anthony Nally, Town Manager Paul Mantello, W/S Superintendent Pete Shumaker, Public Works Superintendent Greg Huntzberry, and guests Eric Kitchen from the Water Loss Task Force and Al Razik from Maryland Environmental Service. Joining by go to meeting for part of the meeting was Sarah Frymark from Maryland Rural Water Association.

Chairperson Sweeney called the meeting to order promptly at 6pm.

There were no public comments.

The minutes from the February 17, 2021 meeting were reviewed. Member Mullendore motioned to approve the minutes with a change to be made concerning the tap fee vote from the mayor and council and Member Wade provided the second. The motion passed unopposed.

Mayor and Council Liaison Anthony Nally reviewed the most recent Treasurers Report. Member Wade made a motion to accept the report and Member Eshbaugh provided the second. The motion was approved unanimously.

A Source Water Management Plan was presented by Sarah Frymark from Maryland Rural Water Association. This detailed plan examined current water source and well head protection areas, as well as the Tomstown formation and the aquifer where Boonsboro and Keedysville currently drawl water from. Ms. Frymark discussed two types of contaminants, point sources, such as pesticides, road salt and fertilizer and non-point sources such as agricultural pollutants. This protection plan stresses implementing green infrastructure to filter run-off as a method to reduce ground water contamination, as well as an Education and Awareness aspect to inform the public of the dangers of improperly disposed of motor oil, car fluids, pesticides, and paints. Town Manager Mantello shared that having this plan is a prerequisite to obtaining grant funding that the town will use for compliance with the MS4 permit. Chairperson Sweeney asked if there was another aquifer that could be tapped as a backup in the unlikely event that our current sources were unusable and Ms. Frymark shared the Antietam Aquifer is reachable, although much deeper in the ground than our current source.

Under Old Business, guest Eric Kitchen provided a Water Loss Task force update. He discussed a few tasks that Town Manager Mantello asked him to complete. The first task looked at the

lost revenue from the water that was produced but not available to be sold to customers. He determined through the use of FY 20 data that each gallon of water cost 5/10 of a penny to produce. The Town then sells that gallon at a cost of 9/10 of a penny. The lost revenue from 29% unbilled was almost a quarter of a million dollars. The town only billed 71% of the water produced for just under one million dollars for FY20.

Guest Kitchen also discussed his conversations with Eric Dutrow from MD Rural Water regarding the reservoir. He contacted vendors about a potential liner replacement and helped to arrange the resistivity test that ARM Geophysics will be conducting on April 13th. In this discussion, Superintendent Shumaker questioned if the wet wells could be leaking and stated that he would perform some tests and report back at the next meeting. Mr. Razik from MES suggested the use of ground penetrating radar as another way to check for underground leaks.

Superintendent Huntzberry discussed Collections System Rehabilitation Project Phase II. All manholes are now completed. He stated that the numbers have been much better since the epoxy was applied, however Superintendent Shumaker stated that something is still happening at the South End Pump Station because the flows are still extremely high there. Town Manager Mantello suggested making appointments with the houses that connect to that pump station to ensure that no one has a sump pump connected to the sewer lines.

Regarding the WWTP Expanded Chemical Storage project, Town Manager Mantello announced that the plans have been submitted, a Miss Utility ticket had been pulled and the vendor is ready to deliver the tanks as soon as the footers have been inspected and the site is ready. He reiterated that once the tanks are utilized for storage the town will save around \$3,000 per month.

Next there was discussion about the Variable Speed Drive quote from Diamond Electric. Superintendent Shumaker stated that he did not feel the town needed them and that if they were installed it would make maintenance at the plant much more difficult. Member Eshbaugh disagreed and stated that they are a necessity especially if the reservoir needs to be taken offline for several days in a row. The group decided to table the discussion until the next meeting.

Town Manager Mantello discussed the BHS Irrigation Well. He stated that on Friday, March 26th at 1pm there would be a meeting at the football field with WCPS Staff and Philips Well Drilling to discuss the project. Superintendent Huntzberry and Member Mullendore plan to attend the meeting.

Town Manager Mantello discussed the Water and Sewer Model Updates from WRA stating that they are working through the model and making the necessary upgrades which were approved in the last meeting. He also discussed the ARC Grant Funding application that is due the beginning of April. He stated that he was comfortable asking for assistance with the drilling of a new Shafer Park Well. The consensus of the group was that this was a good project to pursue

for grant funding. Superintendent Shumaker stated that the Shafer Park Well currently was producing a higher yield with the changes that were made but that he was not sure how long that would last, so pursuing funding for a new well was favorable.

In New Business, several things were discussed.

The expiration of Chairperson Sweeney's term and Member Mose's term was discussed. Member Mose stated he was unsure if he would seek another term. Chairperson Sweeney stated he would like to serve for another term. Member Eshbaugh motioned to reappoint Chairperson Sweeney and Member Wade provided the second. The motion carried unopposed.

The American Rescue Plan Act was discussed. Town Manager Mantello stated that approximately half of the money would be received by the town in the next 60 to 90 days, with the remainder of the funds to be released around this time next year. Chairperson Sweeney stated that the group needed to stay laser focused on prioritizing the most crucial projects to maximize the use of the funds being given.

Town Manager Mantello and Al Razik from MES gave an update on the Dewatering Press Project. Mr. Razik explained that Task #1 had been completed by his firm. This task was to help prepare a grant for this project. He stated that Tasks #2 and #3 still need approval. Task #2 will assist with the necessary permitting from MDE. Task #3 will work with the latest proposal, design and construction and lead to the town being able to put the project out for bid.

Chairperson Sweeney asked three important questions:

1. Does the company that manufactures the press also install it?
2. Is it better to break up the bid into pieces instead of trying to bid the job with one contractor?
3. Is it possible to reuse the conveyor that was found on the WWTP grounds in order to save money?

Mr. Razick answered each question in great detail. Pertaining to question #1, he stated that a general contractor is needed to install. To his knowledge, the seller does not install. In regard to #2, he suggested that yes, breaking the bid up into different components could be beneficial to the town. Finally, with #3 Mr. Razik stated he did not believe the old conveyor belt would be beneficial to recycle because it is about at its lifecycle and it has been out in the elements for many years. Member Mose motioned that work moves forward on this project and Member Eshbaugh provided the second. All votes were in favor.

In the Town Managers Report, Town Manager Mantello mentioned that High's Dairy Store would soon be applying for taps. He stated that he has the plat drawings but not the architectural drawings, so he was unsure of the allocation of taps at this time.

The Crestview WWTP is stalled due to weather and the numerous other projects town staff are working on currently. In order to get this project underway, MDE needs to give guidance, the

HOA needs to agree to take the land, and staff needs time to complete the decommissioning and the demolition.

A new Adequate Public Facilities Ordinance Amendment is needed. Town Manager Mantello is going to work with the town attorney to revise this ordinance so that all development works through the current water and sewer models.

Asset Management and Capital Improvement was discussed next. Guest Kitchen and Town Manager Mantello will continue to work with Dawn Nall to pick a software and to begin prioritizing assets. Town Manager Mantello and Town Planner Stanley completed a beginner training this past week on ESRI/ARC GIS. Chairperson Sweeney asked Council Liaison Nalley to include a training budget in FY 22 budget discussions. He emphasized how important it is that all town staff who will be using the software once it is purchased are sufficiently trained to use it.

Town Manager Mantello stated that the MS4 permitting process would also require money to spent. He detailed a tree planting program that would take place in the fall in coordination with the Park Board and the Environmental Commission. This program will benefit the town both on privately owned land and on town owned property. For each 5-6-foot-tall tree that is planted, the town receives .10 of an acre MS4 credit. A flyer will go out in the March 31, 2021 water bills asking residents to sign up to receive a tree in the fall. Members of the Boy Scouts, Park Board and Environmental Commission will even be available to plant the trees on both private and public land.

Town Manager Mantello asked that the BMUC and the Planning Commission hold a joint meeting in April at the request of the Planning Commission. This joint meeting will be held on Tuesday, April 27th at 7pm. The BMUC will meet at 6pm to work through some agenda items prior to the joint meeting. Town Manager Mantello said he will work with Town Planner Stanley to create an agenda, but he knows the new APFO Amendment will be discussed at this meeting.

Member Mullendore made a motion to adjourn the meeting at 8:20pm, Member Wade provided the second and the meeting was adjourned.

Respectfully submitted by Amanda Wells Administrative Assistant.