

BOONSBORO KEEDYSVILLE WATER ADVISORY BOARD
MEETING MINUTES
Wednesday March 15, 2019

Voting members present Austin Abraham, Chairperson; Terry Davis (B); Barry Levey (K); Ken Lord, (K-alt)

Members absent Paul Loeber (B), Matt Hull (K),

Others present Paul Mantello (B), Boonsboro Town Manager; Pete Shumaker (B), Utilities Superintendent; Town Planner Ethan Strickler (B), Rick Bishop (K) Keedysville Town Administrator, Amanda Wells Recording Secretary

The meeting convened at 6:30 PM at Boonsboro Town Hall.

- I. **Approval of minutes from February 27, 2019**, Chairperson Abraham apologized for not sending the minutes for review prior to the meeting and allowed a few minutes for reading the minutes. Member Levey motioned that the minutes be approved, and Member Davis seconded the motion. Motion carried 3-0 to accept.

- II. **Status FY19 CIP and FY20 CIP Projects: FY 19:** Town Manager Mantello reported that the Mayor and Council approved the purchase of a trailered generator to be kept at Well 8. Superintendent Shumaker explained that this was identified as an emergent need and that the generator although portable could not be used at other stations/wells due to a difference in the electrical systems. Superintendent Shumaker also reported that the cost for the generator came in well below budget, costing around \$37,000. Chairperson Abraham explained that the Board had previously discussed the purchase would not be a shared cost if it served only a source in Boonsboro in recognition that Keedysville had covered 100% of the cost of the generator at the Keedysville plant. Chairperson Abraham said that the cost of this generator could be discussed further during the FY19 True-Up discussions. **FY20** Town Manager Mantello discussed the possibility of a new well in Shafer Park. Town Planner Strickler mentioned that a grant request had been made to MDE for the installation of the new well. Superintendent Shumaker reported that the current well in Shafer Park currently has a flow of less than 83 gallons per minute and that it takes longer and longer for the well to rejuvenate. Prices were obtained for a 10" and 12", \$35,000 and \$45,000 respectively. Superintendent Shumaker reported that he would like to have cleaning/maintenance on the wet wells and reservoir during the drier months of July and August.

- III. **Status of Water System Study and Master Plan** Town Manager Mantello and Town Planner Strickler discussed the Study in depth. Town Planner Strickler agreed to forward

presentation slides to Chairperson Abraham. The consensus seemed to be that Keedysville as a water source was included in the study, but the water lines in Keedysville were not mapped, and no further consideration was given for the town of Keedysville as very low growth was projected. Mayor Lord inquired about the cost of the model and Keedysville's use of the model in the future. Chairperson Abraham said this will be discussed further in August. The use of the model for future development was discussed extensively.

IV. **3 Main Tasks Identified Previously**

A. Leak Detection: Unaccounted for Water was discussed by Superintendent Shumaker. He stated that a meter was installed on Lakin Ave Ext. and that all leaks identified in the leak detection study in Boonsboro had been repaired. The meter at Lakin Ave. showed 8,000 gallons more than the sum of the individual meters along the line. Further investigation will be performed. Town Administrator Bishop reported that Keedysville had repaired all identified leaks except for one. Town Manager Mantello reported that he expects the loss numbers from the 3rd quarter usage report to fall in the 4th quarter as a result of the leaks being repaired.

B. Water Capacity Study Town Planner Strickler presented a thorough explanation of the current permitted capacity and explained the need for further research before a firm number on capacity is identified. He explained that different agreements had been made with various developers and the Town of Boonsboro in the mid 2000's and that some taps may already be accounted for under those agreements. He explained that more information is necessary before final numbers can be presented. He invited the members of the BKRWB to attend a joint meeting on August 27th with the Boonsboro Mayor and Town Council, the Boonsboro Planning Commission and the Boonsboro Municipal Utilities Commission.

V. **New Business**

- A. **B-K Main Line Test Superintendent** Shumaker reported that a main line water test would be completed in the very near future to check for leaks on Rt 34 between Crestview and Keedysville. This test will be conducted in the middle of the night and will not cause a service disruption for either town. The purpose of the test is to look for a submerged leak in the line. Customers along the line will be asked to not use water during the test period.
- B. **Audit of Water Data Collection Process** Town Manager Mantello discussed that all hands are on deck when it comes to finding NRW. Meters are being replaced, numbers are being checked and rechecked and everyone is working together to find the unaccounted-for water and get the loss numbers down significantly. Further review of the data and data collection processes will be performed.
- C. **National League of Cities Service Line Program** Town Manager Mantello discussed the service program that will be offered to Boonsboro Residents which the Mayor and Council have already approved. This program will not be billed by the town. Residents will receive a series of mailings to offer the service protection and if they decide it is something they want to purchase, they will do

so directly through the company. Mayor Lord questioned the need for Keedysville to have the program and the Keedysville representatives decided they needed further discussion on the matter before committing to the program

VI. **System Operator's Report Superintendent** Shumaker previously reported that all systems were functioning properly. He discussed the flusher at Millpoint Rd and the unaccounted-for water that it uses each month. He said he was going to measure the water on Thursday, May 16th to see how much it used each day. He suggested that a grant could be requested to pay to loop the system, so the flusher was not necessary.

VII. **Public Comment None**

Chairperson Abraham declared the meeting adjourned at 9:20pm. The next meeting date is scheduled for August 21, 2019 at 6:30pm at Keedysville Town Hall.

Submitted by Amanda Wells Administrative Assistant Town of Boonsboro