

**BOONSBORO KEEDYSVILLE WATER ADVISORY BOARD**  
**MEETING MINUTES**  
**Wednesday, August 15, 2018**

**Voting members present:** Austin Abraham, Chairperson; Ernie Harr (B-alternate); Barry Levey (K); Matt Hull (K)

**Members absent:** Paul Loeber (B), Terry Davis (B)

**Others present:** Krista Davis (B), Boonsboro Town Manager; Pete Shumaker (B), Utilities Superintendent; Ethan Strickler (B) Boonsboro Town Planner; Cindy Harris (B), Recording Secretary

The meeting convened at 6:33 PM at Keedysville Town Hall.

- I. **Approval of minutes from May 16, 2018 meeting.** Motion by Member Hull and second by Member Harr to accept the minutes with no changes. Motion carried 4-0.
  
- II. **Status FY19 CIP Projects (Krista)** Town Manager Davis provided an updated review of the FY18 projects which were all slightly lower than originally budgeted. Chairperson Abraham noted the Shared Projected costs would be included in the true-up. Davis also reviewed the FY19 projects and said cleaning of the clear wells/reservoir/water tower carried over from FY18 would not be completed until the latter part of FY19. Superintendent Shumaker is hoping the cost to replace the 1992 generator will be lower, around \$50,000 and plans to get an expert onsite to evaluate and recommend the best size. Member Hull provided a recommendation for Shumaker to contact for this. Chairperson Abraham suggested piggy-backing off an existing State of Maryland procurement contract since the vendors publish ready to sell prices and could save money.
  
- III. **Status of Boonsboro Water System Hydraulic Study and Master Plan (Krista)** Town Manager Davis said the Boonsboro Mayor and Council approved the project on August 6th and WRA was awarded the contract. Within thirty days she expected the terms to be finalized, then an intent to proceed should be issued and a kick-off meeting scheduled, which Keedysville members expressed an interest in attending. Chairperson Abraham reviewed the major specifications of the contract which include in addition to the GIS hydraulic model, review of the water system, and associated recommendations. Abraham said the board should discuss this project during the true-up to determine if the costs will be shared. Members present agreed the topic should be discussed further.

IV. **Reports on Three Main Tasks Identified on 5/16/18:**

**A. Unaccounted-for water in Boonsboro (Pete, Krista, Austin)** Chairperson Abraham reviewed the quarterly water usage report, noting the decrease in water loss to 32.8% in Q4, which always has the lowest loss ratio for the year. Superintendent Shumaker said this possibly is attributed to the new water meters in the plant. Other contributing factors could be meter replacements and ongoing leaks at one of the commercial properties. In addition, the results of the reservoir test last month indicated a true water loss of 93 gallons per minute but the source remains undiscovered. Possible leak sources to be vetted include the school campus, although Shumaker said this has been checked, and the line going to the old reservoir. Shumaker reported there was a decrease of 9 million gallons drawn between January and July since the valve was discovered and shut off last May but there is still the possibility of a leak between Lakin Avenue Extended and the old reservoir. It was recently discovered the Town of Boonsboro has an easement for this portion of the water line, opening up further options for leak detection.

**B. Determining Boonsboro's position on status of prior commitments of water to developers (Krista, Ethan)** Town Manager Davis and Town Planner Strickler both talked about the research into allocations and stated the results from the upcoming water study would aid in assessing the town's allocations.

**C. How to divide available system-wide water capacity between the Towns in a draft new agreement (Austin, Ernie, Barry)** Chairperson Abraham presented four suggested guidelines produced from the group's meeting in June. The Board members reviewed the information and ultimately decided to table this discussion until after the water study was completed, which may help provide direction on this subject.

V. **System Operator's Report (Pete)** Superintendent Shumaker informed the members that one spring pump has a vibration and will get it checked. The recent rains have made accessing the Keedysville spring house difficult and he will contact Mr. Estes to discuss moving the gate back for safer access. The rains have also caused water to flow over the weir wall. He reported that all the filters were back in as well as new baffles with stainless steel bottoms, and operationally, everything else was well with the system.

VI. **New Business.** None

VII. **Public Comment.** None

Chairperson Abraham declared the meeting adjourned at 8:55 PM. The next meeting date is scheduled for Wednesday, December 5<sup>th</sup> at 6:30 PM at Boonsboro Town Hall.

Submitted by: Cindy Harris, Recording Secretary