

BOONSBORO KEEDYSVILLE WATER ADVISORY BOARD
MEETING MINUTES
Wednesday, August 17, 2016

Voting members present: Austin Abraham, Chairperson; Terry Davis (B); Paul Loeber (B); Eric Kitchen (B-alternate); Ken Lord (K-alternate); Matt Hull (K-alternate);

Members absent: Barry Levey (K); Gina Ellis (K-alternate); Rob Hutzell (B-alternate); Bobby Mose (B-alternate)

Others present: Megan Clark (B), Boonsboro Town Manager; Pete Shumaker (B), Utilities Superintendent; Ray Hoffman (B), Cindy Harris (B), Recording Secretary

The meeting convened at 6:37 PM at Boonsboro Town Hall.

- I. **Approval of minutes from May 18, 2016 meeting.** Motion by Member Hull, second by Member Davis to approve the minutes with no corrections. Motion carried unanimously.

- II. **Review of FY16 and FY17 capital projects (Megan).** Boonsboro Town Manager Clark reviewed the FY2016 WF CIP Budget Update. She pointed out the Capital Outlay total is \$68,455 over budget due to several items. The Town purchased 150 new meters, placed a deposit on the new CUSI billing software, and the correlator purchase was over budget. However, FY16 User Fees (used to fund capital improvements) received so far have exceeded the Town expenses.

Under the FY17 Capital Outlay Projects, the Town is moving forward with replacing six water plant filters this Fall, two in Keedysville and four in Boonsboro. As stated at the May meeting, Boonsboro/Keedysville is the first customer to use rehabilitated water filters at a cost of \$8,000 per filter. Although more than budgeted, it is a substantial savings versus \$20,000 per filter if purchased new, and are guaranteed to last 20 years. The Ford F-350 truck and Handheld meter reader are over budget although \$8k was saved by purchasing earlier in the year. Last, the Bobcat may not be purchased this year as it may not fit into the budget as planned. Chairman Abraham pointed out that actual expenses will be used for the True-Up in November.

- III. **Water Capacity Update (Megan).** Boonsboro is undergoing a lot of development and has begun the permit renewal process. Clark met with consultant ALWI in June to assist with the MDE permit application. ALWI was impressed with the efforts being made to mitigate water loss. The consultant will draft a permit package for MDE and meet with

Boonsboro to review what is needed. Each water source, except for Warrenfeltz and Crestview, has its own permit. Crestview is currently not operational but Clark will discuss options to bring it online. Chairperson Abraham proposed having Keedysville involved in the review meeting, which was met with much agreement from both towns. Town Manager Clark will contact Keedysville when that time comes. Clark noted the town is in search of an additional water source to use as backup. The permitting process is expected to take approximately 18 months.

- IV. **Continued discussion of new water agreement (Austin).** Chairperson Abraham stated he is still working on this and has met with Town Manager Clark to review, and may have something to present at the February 2017 meeting. The group discussed several ongoing concerns to be addressed in the new agreement's verbiage including capacity, allocation, steps to foster communication during supply shortages, disagreements between the towns, etc. Superintendent Shumaker noted the amount of water currently being pumped is not making any impact on the spring levels. Chairperson Abraham will talk with his contacts at Hagerstown whether there is a "trigger" for reaching a certain allocation and what MDE does when reaching this threshold. This information could help craft our verbiage in addressing each Town's allocation should water supplies become limited in the future.
- V. **New business.** Member Davis provided an update on the correlator. Town Engineer Brian Hopkins, Public Works Superintendent Greg Huntsberry and himself have all been trained on the equipment. Boonsboro will perform a leak detection of Keedysville lines possibly in November to look for leaks. The correlator has already proven accurate by finding a leak in the Kinsey Heights development. This, in addition to the ongoing meter replacements is helping to track where the water is going and help to reduce water losses. Superintendent Shumaker said he was concerned with the appearance of weeds around the plant at Mt. Hebron Road should MDE visit the site. Member and Mayor Lord will address this with Shumaker directly. Member Davis announced he had resigned his position as BMUC Chair and no replacement had been designed yet.
- VI. **Public Comment.** There was no comment from the public.

Chairperson Abraham declared the meeting adjourned at 8:16 PM. The next meeting date is scheduled for Wednesday, December 7, 2016 at 6:30 PM at Keedysville Town Hall.

Submitted by: Cindy Harris, Recording Secretary