

**BOONSBORO KEEDYSVILLE WATER ADVISORY BOARD**  
**MEETING MINUTES**  
**Wednesday 27th, 2019**

**Voting members present:** Austin Abraham, Chairperson; Terry Davis (B); Paul Loeber (B); Barry Levey (K); Matt Hull (K)

**Members absent:** none

**Others present:** Ernie Harr (B-alternate), Paul Mantello (B), Boonsboro Town Manager; Pete Shumaker (B), Utilities Superintendent; Rick Bishop, Keedysville Town Administrator.

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

- I. **Approval of minutes from December 2018 meeting.** Harr (B) notes that he's incorrectly identified as a "voting member present" and should be removed and added to "other present." Member Levey motions that the minutes be approved with this correction and seconded by Member Hull. Motion carried 5-0 to accept.
- II. **True-Up (Austin)** Chairman Abraham reviewed True-Up Report and notes important items of Summary and Detail Support Documents. Member Levey notes that, proportionally, Keedysville has more disconnections than Boonsboro. Member Davis clarifies that Member Levey is not objecting to Boonsboro receiving the associated reconnection fee. Member Loeber questions former employee Mark Austin's presence on the Daily Operations Cost Spreadsheet. Chairman Abraham explains Austin was still present during FY19. Member Davis explains average daily cost of operations is an average and unaffected by how many Boonsboro employees are present on the spreadsheet. Member Levy motions to adopt True-Up Report, as presented, seconded by Member Loeber. Motion passes 5-0 to accept.
- III. **Leak Detection:** Town Manager Mantello explains that the annual cost to treat NRW, excluding maintenance and depreciation, for Boonsboro (average 30% loss) is \$18,000, and for Keedysville (average 14% loss) is \$1,400. Mantello informs there are no observable trends with the meter-replacement project and no meaningful loss can be attributed to "metered loss." Town Manager Mantello informs the BMUC has agreed to contract with a leak detection firm and Keedysville is welcome to also participate for 15% of the cost. Member Levey agrees to 15% and Boonsboro will invoice Keedysville, when invoiced.
- IV. **Revenue Collections & Escrow Account:** Town Manager Mantello and Town Administrator Bishop discuss the removal of Keedysville's collections bank account under TOB tax number and disbursements by BMUC. This escrow account was created in amendment #1 of the 1998 BKWAB water service agreement to allow for debt-

service. After discussing reporting and deposit requirements for Keedysville, Chairman Abraham and Town Administrator Bishop discuss timing and agree waiting for new fiscal year to remove escrow account is best. Bishop and Mantello to discuss again, at that time.

V. **System Operator's Report (Pete)** Superintendent Shumaker reports all system's working properly and Well-8 is now operating normally. Shumaker informs the booster pump needed a larger injector to allow for chemical delivery.

VI. **New Business.** None

VII. **Public Comment.** None

Chairperson Abraham declared the meeting adjourned at 9 PM. The next meeting date is scheduled for \_\_\_\_\_ at 6:30 PM at Boonsboro Town Hall.

Submitted by: Paul Mantello, Boonsboro Town Manager