

**BOONSBORO KEEDYSVILLE WATER ADVISORY BOARD**  
**MEETING MINUTES**  
**Wednesday, May 11, 2022**

Voting members present: Austin Abraham, Chairperson; Stu Mullendore (B- Alt), Tony Nally (B), Matt Hull (K), Brandon Sweeney (K). Others present, Paul Mantello, Town of Boonsboro Manager; Lisa Riner, Keedysville Town Administrator; Pete Shumaker, Town Boonsboro Water and Wastewater Superintendent. Member absent – Howard Long (B).

- **CALL TO ORDER** - The meeting was convened at approximately 6:30 PM in the Keedysville Town.
- **REVIEW AND APPROVAL OF MEETING MINUTES** - On a motion by Matt Hull and a second by Tony Nally the following minutes were approved 5-0: February 9, 2022.
- **UNACCOUNTED FOR 3<sup>RD</sup> QUARTER USAGE REPORT** -Austin Abraham led the review of the second quarter usage report prepared by Boonsboro staff. Unaccounted for water in Boonsboro remains in the range of 30% for the year. Unaccounted for water in Keedysville is lower than normal at 5% in the third quarter...possibly as a result of a large leak that was recently fixed. Abraham reviewed that Keedysville 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> water received percentages were 17%, 16% and 14 % respectfully and also reviewed the loss percentages for Keedysville. There was a discussion on the possible reasons for the reduction of the Keedysville loss and how it will impact the loss for Boonsboro in the future.
- **CIP PROJECTS & THEIR STATUS** - Paul Mantello, Boonsboro Town Manager updated the group about the funding awards for the FY22 Park Well replacement project. He stated The Town of Boonsboro is waiting on the grant agreement and environmental review. An RFP has been started for the project. The FY22 Reservoir replacement project was discussed, and Mantello stated that the Dive Test concluded in May was a success. The Dye Test is on video and confirms the leaks. Sandbags have been placed on the leaks to mitigate the water losses as advised by the engineers for the reservoir replacement project. Mantello updated the group about the funding and stated that he hopes the project to start late fall. He wants to reach out to WRA for another cost estimate. Progress is being made on the radio meter reading system design. Mantello updated the group that the Town had projected cost of The AMI Project. The WRA proposal included 10 master meters and 8 zones. . By dividing the overall system into individually metered zones (DMAs), flow into the zone can be compared with meter readings (consumption data) to determine if loss is occurring within that zone. It will also allow the Town to detect water main breaks, or other events that require immediate

attention. This will be performed in conjunction with the Town's implementation of an automated meter reading system (AMI/AMR) and the master meters will communicate with this system. The Booster Station project and research on the high-pressure situation north of the station due to the elevation difference. Mantello told the group they were locating pressure loggers to help determine where and when the spikes were occurring. WRA will probably suggest putting in a parallel line running to Crestview. Hull stated he thought that the spikes were from resonance in the line and the more loops the less resonance. Project completion is probably a year out.

- **DRAFT OF NEW CONSOLIDATED AGREEMENT BETWEEN THE TOWNS** – The board discussed the next steps for the draft consolidated agreement for the Towns. The group agreed that there are more questions and edits the board would like to make before forwarding to the mayors and councils for their review. Brandon Sweeney understood that the reviewing of the cost-sharing formula Tony Nally and he had agreed to perform has been pushed back due to other projects. There was discussion of the cost sharing formula. Austin specifically reviewed Page 7 of the draft relating to the cost sharing for development of new sources or expanded use of existing sources. Town Manager Mantello spoke about the proposed cost-sharing for new sources with redundancy. He stated that the new well at Fletchers Grove was producing 350gal/min and suggested that new source would help with Boonsboro's growth. The group also discussed the idea of sharing the cost of the unused capacity. Mantello also suggested that a Due Diligence clause be included in the draft about future developments being responsible for the cost of bringing water to the developments. Maybe in the form of a mitigation fee. The group agreed to schedule the draft be completed before December 2022 with forwarding to Councils early 2023 and adopted mid-2023.
- **NEW BUSINESS** – Town Manager Mantello mentioned that grant funding for the Cast Iron Pipe replacement project in Boonsboro has been requested.
- **SYSTEMS REPORT** – Pete Shumaker, W/S Superintendent informed the Commission that everything is running smoothly at the Water/Sewer Plant

The next meeting is scheduled for August 10 at 6:30 pm. Location to be determined.

The meeting was adjourned at 8:30 pm.

Submitted by: Yvette May