

**BOONSBORO KEEDYSVILLE WATER ADVISORY BOARD**  
**MEETING MINUTES**  
**Wednesday December 14, 2022, 6:30 PM**  
**Keedysville Town Hall**

Voting members present: Austin Abraham, Howard Long (B), Tony Nally (B), Matt Hull (K), Brandon Sweeney (K). Others present, Paul Mantello, Town of Boonsboro Manager, Keedysville Town Administrator Lisa Riner, Water/Sewer Superintendent Pete Shumaker and Keedysville Council Member Sarah Baker (K-Alt).

- I. **The meeting was convened** at approximately 6:30 PM at Keedysville Town Hall.
- II. **Review and Approval of meeting minutes August 10, 2022** - Motion by Howard Long and a second by Brandon Sweeney to approve the August 10, 2022, minutes. Motion carried 5-0.
- III. **FY22 Keedysville cost-sharing true-up (Austin Abraham)**  
Austin informed the group that the True-up is delayed due to waiting on Boonsboro's 2022 Financial Statements.
- IV. **Status of Boonsboro capital projects (Paul Mantello)**
  - A. Park Well replacement - MDE and WCHD Permits were approved. We're waiting for warm weather to begin construction.
  - B. Crestview well decommissioning - The well was decommissioned on Monday 12.12.2022 with concrete and fill. About a month ago, the County experienced a cyber-attack, and the permitting office hasn't been able to process new applications effectively. Right before the attack, they implemented an online application portal, which subsequently crashed after the attack. The Demo permit has been submitted and MDE Permits have been obtained. Demolition will be delayed until we can get a permit approved and will likely take place after the holidays.  
Radio read project-status - Still no updates. Speaking with Andy @ WRA, they don't have the bandwidth to really begin working on the project. However, it's in the queue, we're also plenty busy, and once the project gets moving and with the help of the hydraulic model, it should get wrapped up quickly.
  - C. Radio read project-status- Still no updates. Speaking with Andy @ WRA, they don't have the bandwidth to really begin working on the project. However, it's in the queue, we're also plenty busy, and once the project gets moving and with the help of the hydraulic model, it should get wrapped up quickly.

- D. Boonsboro reservoir replacement - We're still waiting for the 60% Plans, and we've added surveillance to the work scope. Good news! The 2022 WRDA was finalized and our \$5M grant was approved (see attached). We now have \$8.5M in grant funds for the reservoir.
- V. **Review of quarterly usage report and metering between the Towns** – Austin reviews the Boonsboro/Keedysville Regional Water System Usage Report noting the reduction of Boonsboro and Keedysville water loss in quarterly gallons and the reduction in the production and delivery to each town. .
- VI. **Review of available capacity allocation – (Austin Abraham)**- This item was postponed from August pending a resolution to the metering between the Towns. Austin reviewed the Water production capacity and available EDU's for each town as of June 30<sup>th</sup>, 2022, with 10% held for reserve, Boonsboro was at 36 deficit and Keedysville was at 105 surplus. Based on July-November production numbers and 10% held in reserve, Boonsboro's EDU capacity is projected at 78 surplus and Keedysville projected at 248 surplus
- VII. **Draft new consolidated agreement between the Towns**
- A. Review of cost sharing formula (Brandon and Tony) Brandon and Tony have scheduled time in January to review Brandon's ideas on the cost sharing formula. Brandon shared, via email, the spreadsheet he has been developing for determining the cost sharing parameters between the towns.
- B. Review schedule for moving forward including special meeting(s) if necessary (Austin) - At the meeting it was decided to hold a work session on Wednesday January 25, 2023, at 6:30 pm at Boonsboro to try to finalize the draft new operating agreement.
- VIII. **Old Business**
- A. Water resources/asset management study by Army Corps of Engineers and Cost share and GIS data storage – Paul Mantello Mantello updates the group that the Army Corps of Engineers just recently restarted again due to their GIS Equipment being out of commission for a while. They wrapped up storm water and sewer linear assets, water vertical and linear assets and they will be starting to look at the Keedysville Water assets. Projected cost share from 20/80 to 30/70. Lisa Riner has agreed to handle the MOU for the GIS data storage.
- B. Boonsboro water modeling for high pressure north of booster station and proposed engineering solutions - Paul Mantello informed the Board that the Keedysville Booster Station/Crestview Pressure Reduction project was still under review. The Town of Boonsboro purchased 3 digital pressure loggers to collect data of the pressure spikes. The data was forwarded to WRA so they can finalize the PER. We have applied for more Federal funding.
- C. Keedysville waterline replacement Bedrock/Coffman Farms Rd (Brandon) – Brandon

stated that they received the bid back on the replacement and the Town of Keedysville will be looking into alternative funding before moving forward.

- D. Keedysville preventative maintenance (Brandon) -Sweeney described the preventative maintenance program (Flow the valves and hydrant flushing). Sweeney informed the group that the project had been put out for bid and the work was awarded to Huntzberry Brothers-
- E. Search for board chair effective 1/1/2024 – Austin informed the group that the first person of interest, Jeremy Mose, was not interested in the commitment. A second person of interest was named, Jean Holloway. Paul Mantello listed her qualifications and stated she was very qualified. Mantello has reached out to her and will follow up on her interest.

IX. **New business**

- A. Discontinuation of water fluoridation – Paul Mantello informed the group that Boonsboro was considering discontinuing the fluoridation of the water. Fluoride is not mandated by the CDC and there are no Federal Regulations. The annual cost is around \$20,000 or more. Keedysville stated they would like to inform the community. Paul shared the draft notice informing the Health Department and MDE. Austin suggests checking with the County to determine if they fluoridate water- Discontinuance is on hold pending discussion by the Keedysville Town Council.
- X. System operator’s report -Pete Shumaker, informs the group that all systems on water and sewer side are running well. He received the new pump for Keedysville and it is installed.

**NEXT SCHEDULED MEETING:** Wed. February 8, 2023, 6:30 PM at Boonsboro  
(Regular meetings are 2nd Wednesday of Feb, May and Aug and 2<sup>nd</sup> Wednesday after Thanksgiving)

The meeting was adjourned at 8:00pm.

Submitted by; Yvette May