

**MEETING MINUTES OF THE
PLUM CREEK MUNICIPAL AUTHORITY
February 2018**

A regular meeting of the Board of The Plum Creek Municipal Authority was held on February 20, 2018 at the Plum Creek Municipal Authority Business Office Building, South Manheim Township, Schuylkill County, Pennsylvania.

Board members present at the meeting were Tom Nagle, Jim Ridderhoff, Dennis Scharadin, Matt Gruber, and Jerry Weiss. Also in attendance was Dave Bright (SSM Engineering), Joe Zerbe (PCMA Attorney), Keenan Engle (PCMA Operations Manager – Select Environmental), Nancy Wesner (PCMA Office), and property owners who signed the attendance sheet: Jim Corkins, Gerry Farra, Richard Hardy, Lou Warne, Paul Purcell, and Frank Miller.

Jim Ridderhoff called the meeting to order at 6:00 p.m.

The first order of business was Reorganization. Upon motion by Tom Nagle, seconded by Dennis Scharadin, and carried by all, the PCMA Board officer positions for 2018 are: Jim Ridderhoff – Treasurer & Co-Chairman, Jerry Weiss – Secretary & Co-Chairman, Tom Nagle – Assistant Secretary & Co-Chairman, Dennis Scharadin – Co-Chairman, and Matt Gruber – Co-Chairman.

The minutes for the December, 2017 meeting were accepted by motion of Matt Gruber, seconded by Dennis Scharadin, carried by all. There was no January, 2018 meeting due to the weather.

The Treasurer's reports for December, 2017 and January, 2018 were reviewed and accepted by motion of Matt Gruber, seconded by Jerry Weiss, carried by all.

Keenan gave the manager's report. In water operations, he reported:

- Normal operations continue. There were no violations to report for the period.
- All wells are operational. Three wells are currently online, and the wells are being rotated to avoid overflowing the water storage tanks.
- The Booster Station is at 10.8 psi, with 15.0 being full.
- All pumps at the Booster Station are operational and are rotating on a monthly basis.

- A customer voiced his concerns about damage to his property when the PCMA's storage tanks overflowed. He asked that a swale be dug to avert water away from his property. No damage to his property has been observed from the tanks overflowing at this time, but PCMA personnel will keep watch on the situation.
 - Dave Bonkovich was called to perform leak detection in the development. Water in the storage tanks decreased by 500,000 gallons, indicating leaks in the water system.
 - Help with meter reading will be needed, and people are being considered.
- In sewage operations, Keenan reported that:
- Normal operations continue.
 - Approximately 13 septic pumps are in the backlog. Both pump trucks are operational.
 - Both pickup trucks are operational.
 - Robert Meyers performed a thermal scan of the electrical components of the sewage treatment plant equipment as required by the Boiler inspection report submitted to the PCMA. He submitted a proposal with the cost of addressing some of the issues detected.
 - Mickey Sinitsky will not be working for an indeterminate period of time due to falling in the bathroom at the sewage treatment plant.
 - Mike Krieser stopped by to clean up scrap metal and other debris on the grounds.

In engineering matters, Dave Bright said routine matters were taken care of. Other than that, there was nothing to report.

Jim told those in attendance that no progress has been made on making a decision about the sewage problems at the PCMA. He said that the PCMA has tried to get input from the PA DEP but there has been no response. He said that the PCMA wanted to get as much input from the PA DEP to avoid spending money on changing things the DEP wouldn't approve, but no information has been forthcoming. Tom said they have a number of questions the Board is working on answering but the answers haven't been finalized. Jim said nothing would be changed immediately with the sewage issues but things will keep moving forward

until a solution is found. He said the sewage rates would go up in April as advertised, but no other decisions had been made.

In legal matters, Joe Zerbe said he spoke with Jen about an employee issue and took care of routine matters. Other than that, there was nothing to report.

Jim asked Joe Zerbe if he knew anyone that could help get some input from the PADEP. Jen said she sent correspondence to two DEP contacts that Dave Bright provided but there has been no response. Joe said a good way to get some action would be to get in touch with some of the state representatives to contact the DEP. Jen said she talked with Pat Caulfield from the Schuylkill County Municipal Authority (via email) to update him about what's been happening with the PCMA's sewage issues. Pat said he would be meeting with the PADEP Northeast Regional Director and the head of their wastewater group, and would bring the issue to their attention, but the DEP still provided no input. Dave Bright said he would follow up with the two contacts he gave Jen, and Joe Zerbe said he would touch base with Jack Brennan (South Manheim Township Supervisor) and see if he still has contact with one of the state representatives.

Upon motion by Dennis Scharadin, seconded by Matt Gruber, and carried by all, the 2018 Budget prepared by Jim Ridderhoff was reviewed and approved. Matt asked when the pump truck loan would be paid off, and Jen said the loan will be paid off in a few months.

Upon motion by Dennis Scharadin, seconded by Jerry Weiss, the write-off of delinquent accounts in the amount of \$16,537.72 was approved. It was noted that the monies written off aren't actually wiped out. The write-off process is an accounting procedure that is performed yearly, but the monies owed remain and are not physically removed.

Upon motion by Jerry Weiss, seconded by Dennis Scharadin, and carried by all, the engineering firm of Spotts, Stevens and McCoy (SSM Group) was engaged for the year 2018.

Upon motion by Dennis Scharadin, seconded by Matt Gruber, and carried by all but Jerry Weiss (who abstained because he said he was a client), the legal firm of Derenzo and Zerbe was engaged for the year 2018.

Upon motion by Dennis Scharadin, seconded by Matt Gruber, and carried by all, the accounting firm of Jones & Co. was engaged for the year 2018.

Upon motion by Dennis Scharadin, seconded by Matt Gruber, and carried by all, the insurance agency of Seltzer Insurance was engaged for the year 2018.

There being no further business, Jerry Weiss motioned for adjournment, Matt Gruber seconded the motion, carried by all. Jim Ridderhoff adjourned the meeting at 6:37 p.m.

Meeting minutes were taken, prepared, and submitted by Jennifer Hoy.