

**MINUTES OF REGULAR MEETING
OF THE BOARD OF THE
PLUM CREEK MUNICIPAL AUTHORITY**

A regular meeting of the Board of The Plum Creek Municipal Authority was held on February 15, 2022, at the Plum Creek Municipal Authority Business Office Building, South Manheim Township, Schuylkill County, Pennsylvania.

Board members present at the meeting were Jim Ridderhoff, Matt Gruber, Corby Lewis, and Ryan Achenbach. Also, in attendance were Joe Zerbe, Nancy Wesner (PCMA Office), Matthew Crump (SES – Select Environmental Solutions), and property owner David Mengel.

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

The first order of business was Reorganization. Upon motion by Corby Lewis, seconded by Matt Gruber, and carried by all, the PCMA Board Officer positions for 2022 are: Jim Ridderhoff – Treasurer & Co-Chairman, Jerry Weiss – Secretary & Co-Chairman, Matt Gruber – Co-Chairman, Corby Lewis – Co-Chairman, and Ryan Achenbach – Co-Chairman.

The minutes for the November 2021 meeting were accepted by motion of Corby Lewis, seconded by Matt Gruber, carried by all. There was no meeting in December 2021 and January 2022 due to the absence of a quorum.

The Treasurer's report for November 2021, December 2021, and January 2022, were reviewed and accepted by motion of Matt Gruber, seconded by Ryan Achenbach, carried by all.

Matthew Crump (SES), submitted a written manager's report to the Board prior to the meeting:

- Copies of the following information has been submitted by SES to PA DEP on the authority's behalf and are viewable via PA DEP website via the eDMR.
 - Discharge monitoring report and Discharge monitoring report supplemental report

In water operations, Matthew Crump (SES) reported that:

- On January 6th, SES staff worked at Well# 3 to take down the existing well piping inside the building and replace it. All wells repiping have now been completed and are ready for painting. There was a small leak on Well# 3.
- On January 14th, SES staff cleaned up Well# 3 and broke down the chemical pumps that were being used.
- On January 17th, SES staff installed the new chlorine chemical pump, replaced the Klenphos barrel and Klenphos pump chemical tubing.
- Two wells (8 & 3) are currently running in February.
- 5,900 gallons is in parenthesis because according to our well summary that would be the result but that is due to timing over the weekend. The flows were recorded shortly before midnight and then shortly after midnight for ops done over the weekend. The usage beside it is closer to what is normally reviewed.
- Booster Station: All pumps operational and rotating on monthly basis.

In sewage operations, Matthew Crump (SES) reported that:

- Normal operations continue and plant ran well for January 2022.
- 30 septic pumps in the backlog.
- Staff pulled rags out of the aeration tank and clarifier valves/inlets.
- There were 30 pumps done (24 Holding Tank Pumps, 6 Septic Pumps) for January 2022.

Matthew Crump (SES) said he wanted to check with the Board regarding a frost-free spigot, on a vacant lot, on Indian Drive. Matthew said the lab takes samples from this monthly for coliform samples. It freezes inside the body of the spigot, everything else works, it just does not drain. Matthew said because it freezes it makes it difficult to obtain our weekly and monthly samples and the lab must contact us ahead of time to thaw it. Matthew said he has a new guy trained for here and it took him thirty minutes to thaw it. Matthew said if we were able to dig it up and then we could see if it needs to be replaced. It could have gotten packed with clay and if it did, then we could clear it up, pack it with stone, and fill it back in. Jim Ridderhoff asked Matthew if there is another frost-free that he could take the samples from. Matthew said we must go through DEP. You would have to fill out paperwork, submit it to DEP, and they would have to approve it. Matthew said the DRR samples come from the distribution system. Matt Gruber said he can fix it.

Matt Gruber and Corby Lewis asked about 242/243 Mohave Drive. The owner wants to build a garage on the property and remove large trees, but Joe Clemas (Plant) said PCMA's water main goes through the vacant lots. Matthew Crump (SES) said Joe was talking about suggesting to the Board about cutting and capping off that water main. Matthew said he told Joe that it would not make sense because PCMA's water main is run in the way that there is supposed to be a loop so that you minimize the dead ends. Matthew said it should not be a problem as long as the water main is marked correctly in regard to where the owner wants to put his building. Matthew said he cannot build on top of it. Nancy said Joe (plant) said the owner is not putting the building over the water main, they are worried about removing the trees and hitting the water main. Matthew said normally the lines are in the easements. Matt Gruber and Ryan Achenbach said it looks like it is right on the border of his property line but is not running through the middle of the property. Corby said the property owner should cut the trees and stump grind them below ground level and any damage that occurs to the line is the homeowner responsibility. Corby said it is going to damage the line if he tries to pull the stumps out. Joe Zerbe will send a certified letter to the property owners.

Corby Lewis and Ryan Achenbach asked Matthew Crump (SES) if there is anything going on with the sewage crew because the number of pumps that are being done are low again. Matthew said from what he seen it is because of the cold weather. Corby said he was wondering if they were out doing repairs or something. Matthew said there was snow removal done which Joe will go out and plow. Matthew said he also wanted to mention that sometimes the lids freeze on the septic tanks.

Matt Gruber asked about the Mack being towed. Nancy (Office) said it was towed because it would not go out of regen. Matthew Crump (SES) said it got stuck in regen and then something fell off the bottom – it got so hot – it just fell off. Ryan Achenbach asked what is regen mode. Corby Lewis said it is an after treatment for diesel engines - it is for a clean idle. Corby said when it gets stuck in regen, he would say something is not sensing or it is overdosing but it is never good when it does that. Ryan asked if it is something that the guys should have caught before parts are falling off. Corby said no, the Mack would regen on its own.

In engineering matters, Jamie Lorah (SSM), who did not attend, but touched base with Jim Ridderhoff, before the meeting. Jamie had nothing new to report. Ryan Achenbach asked if anybody knows when the time period for DEP is up. Jim said he communicated with Jamie, and it should be the middle of February. Jim said Jamie mention when DEP asked for the townships for original signatures, something like that, - they mentioned it put a pause on their timeclock. Jim was going to ask Jamie tonight what that involves, for how long, and what is the reason. Jim said what if the 180 days goes by and DEP has not responded. Corby Lewis said that would be a question for Jamie – Jim said he agrees.

In legal matters, Joe Zerbe said at the end of November, he worked with Nancy (Office) and a proof of claim was filed on a bankruptcy case. Also, routine legal matters were addressed, such as filing and satisfying liens. Joe said he also received his letter from Jones & Co (Auditor), as the solicitor he must do an audit letter, and that was done and put in the mail.

David Mengel said several times he gets air in the water, and he will call the office. The office says they will let the guys know about it. Usually within a reasonable amount of time it will clear up. David said he is wondering what causes this. David said he understands that it does not affect the quality of the water. Matthew Crump (SES) asked David what type of air he is talking about. There are two different types of air – there is air that makes your faucets bang and there is air that is little micro bubbles in the water. David said it looks cloudy and within a couple of seconds it all goes away. Matthew said it comes from the source water - it is inside the well. Matthew said he has tried to contact three different people about that because you have a specific well that puts out the most, but he has not gotten a good response on it. Matthew said he has talked to two engineers about it, and they were baffled. Matthew said from what he understands it is not the equipment – it is the water itself – whatever is happening down below. Matthew said they will either flush a hydrant in the area or turn off the well that is causing the issue or do nothing and let it keep running because over a certain amount of time the well will start to smooth out – get less air out of the source water. Matthew said it is Well# 3 that is doing it. Jim Ridderhoff said to Matthew that he notices that the bubbles are more prominent after we do leak repairs. Matthew said more air gets introduced into the line when you must make a repair. It is because you shut the water off, then the water drains all out of the line, which leaves a big gap of air, then you fix up your pipe. Then when you open those valves again, that water fills in that space where the air was and that does introduce air into the line. Matthew said normally during leak repairs that is when you turn your faucets on, and it is banging and spitting out the air.

Upon motion by Ryan Achenbach, seconded by Corby Lewis, and carried by all, the engineering firm of SSM Group was reappointed for the year 2022.

Upon motion by Ryan Achenbach, seconded by Matt Gruber, and carried by all, the legal firm of Zerbe Law Offices was reappointed for the year 2022.

Upon motion by Matt Gruber, seconded by Corby Lewis, and carried by all, the accounting firm of Jones & Co. was reappointed for the year 2022.

Upon motion by Ryan Achenbach, seconded by Matt Gruber, and carried by all, Seltzer Insurance was reappointed as the insurance agent for the year 2022.

Upon motion by Corby Lewis, seconded by Ryan Achenbach, and carried by all, the 2021 write-off of delinquent accounts in the amount of \$15,547.57 was approved. 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 Matt Gruber, seconded by Corby Lewis, and carried by all, the 2022 Budget prepared by Jim Ridderhoff was reviewed and approved.

Upon motion by Jim Ridderhoff, seconded by Matt Gruber, and carried by all, the Board amended tonight's agenda to add Item# 9 which is to pass a resolution for the new signatures for the bank.

Upon motion by Jim Ridderhoff, seconded by Corby Lewis, and carried by all, the Board approved to pass the resolution to amend who is authorized to sign the bank account.

There being no further business, Matt Gruber motioned for adjournment, Ryan Achenbach seconded the motion, carried by all. Jim Ridderhoff adjourned the meeting at 7:10 p.m.

Meeting minutes were taken, prepared, and submitted by Nancy Wesner.