

**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 April 19, 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, Jerry Weiss, Matt Gruber, Corby Lewis, and Ryan Achenbach. Also, in attendance were Joe Zerbe, Nancy Wesner (PCMA Office), Matthew Crump (SES – Select Environmental Solutions), Jamie Lorah (SSM Engineering), and property owners Richard Hardy, and David Mengel.

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

The minutes for the March 2022 meeting were accepted by motion of Corby Lewis, seconded by Matt Gruber, carried by all.

The Treasurer's report for March 2022, was reviewed and accepted by motion of Corby Lewis, seconded by Jerry Weiss, 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
- The Mack Truck was returned in April and when using it to haul sludge from the plant to Pine Grove, it lost all its coolant on the way there and was stopped before reaching Pine Grove. Truck was towed to Trans Edge to be fixed and was back the next day.

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

- On March 10<sup>th</sup>, SES staff uncovered curb stops, measured, and marked off the PA One call at 242 Mohave Drive.
- On March 15<sup>th</sup>, SES staff completed and submitted the Annual Water Audit to DRBC.
- On March 16<sup>th</sup>, SES staff began working on the Chapter 94 report.
- On March 18<sup>th</sup>, SES staff finished and printed the Chapter 94 report to submit to the office for signage.
- On March 23<sup>rd</sup>, SES staff dropped off the Chapter 94 report to the office and worked with Aungst excavating at 242 Mohave Drive uncovering the water main to locate where the pipe is for certain. The water main runs along the property line as shown in the maps.
- On March 28<sup>th</sup>, Chapter 94 report submitted to DEP.
- Two wells (1 & 6) are currently running in April.
- 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 March 2022.
- 45 septic pumps in the backlog.
- Staff pulled rags out of the aeration tank and clarifier valves/inlets.
- There were 44 pumps done (22 Holding Tank Pumps, 22 Septic Pumps) for March 2022.

Matthew Crump (SES) said his boss, Mike Kreiser, suggested since we did the work of uncovering the water main at Lot 242 Mohave Drive, we should see if SSM Engineering would look at the maps and adjust it to scale on the maps for us. Matthew said the water line is not in the construction area and there should be no issue. Jerry Weiss asked Matthew if the water main crosses the other property behind them. Matthew said it runs along the property lines of lot 242 and then the empty lot (246) on the other side. Jerry said we should keep that in mind if a building permit would ever come up for Lot 246 that there might be a problem. Jerry said we should make a note in our files.

In engineering matters, Jamie Lorah (SSM), said on March 1, 2022, when we went to the DEP Office in Wilkes-Barre, we were notified that they would be giving us a letter by April 1st with review comments on the Act 537 Planning for the two townships. On April 1<sup>st</sup> Jim Ridderhoff reached out to Mr. Novatnak and he said that it is taking him some time to get through all the public comments. The number and complexity of the public comments has delayed his review. We should be hearing from him by April 15<sup>th</sup> and if we do not hear from him by April 15<sup>th</sup>, to reach out again. Then on April 13<sup>th</sup> we received a letter from Mr. Novatnak via email. It was sent to the two townships (South Manheim & Wayne) and the letter states that the department is currently reviewing the Official Plan Update Revision received and he listed the date as December 16, 2021, as prepared by SSM (Spotts, Stevens, and McCoy) and entitled Minor Act 537 Official Plan Update Revision. This review will not be completed within the normal time period therefore DEP will require an extension in the review time as per Section 71.32c. Additional time will not exceed 60 days and DEP will continue to work with municipalities over the next 60 days in an effort to resolve the plans technical deficiencies. DEP will be addressing the technical deficiencies to municipalities under separate cover in the very near future. Then he ends with you will be notified on or before June 14, 2022, as to DEP's decision. Jamie said she is not sure exactly what that means and what decision they are referring to. Jamie said Mr. Novatnak did note in his email to Jim about wanting to know where the Authority stood with the sanitary survey. Jamie said her response back to Mr. Novatnak was that we need formal comment before proceeding because we do not know what guidelines that he will require.

Jamie Lorah (SSM) said she did reach out to JG Environmental after last month's meeting to obtain a quote for them to clean out the two equalization tanks. JG Environmental has provided a quote and they have stated that they can do the cleaning of the two tanks in 3 to 4 days, and they gave a pricing of \$58,550. Jamie said half that cost is for the hauling and disposal of grit. Jamie said regardless of whether you do this work now or later - this work would have to be done before the treatment plant can be decommissioned, if it would go that route, as the Board is proposing. Jamie said her recommendation is to do it now and gain some capacity. Jamie said you could get additional quotes for this work to see what they would run. JG Environmental said they could bring in a frac tank if you need it for temporary storage during that period. Jamie said two options would be no pumping or hauling for four days and if you had a holding tank that has a high-level alarm that goes off you could bring an outside hauler in for that particular day and save the expense of the frac tank rental. Jamie said for the rental you are looking at \$1500 - \$2000. Joe Zerbe said it needs to be put out for a formal bid. Jamie said it is a minimum of 10-days for bids and you only have to advertise it once and you could do it through Penn-Bid and have the bids before the next meeting.

Upon motion by Jerry Weiss, seconded by Corby Lewis, and carried by all, the Board approved to put the project of cleaning of the Equalization Tanks out for bid through Penn-Bid.

In legal matters, Joe Zerbe said routine matters were addressed, including filing liens. The end of last year, Nancy and I worked to file a proof of claim for a bankruptcy case and now we learned the bankruptcy case was dismissed and we never got any payments in the bankruptcy.

Upon motion by Jerry Weiss, seconded by Ryan Achenbach, and carried by all, the Board suspended the regular meeting at 6:45 p.m. and convened in Executive Session to discuss personnel matters.

Upon motion by Jim Ridderhoff, seconded by Jerry Weiss, and carried by all, the Board reconvened at 8:05 p.m. in regular session. The Board discussed employment issues of a certain employee.

Upon motion by Jim Ridderhoff, seconded by Jerry Weiss, and carried by all, the Board approved the termination of employee Joseph Clemas.

Jamie Lorah (SSM) said back in December 2017 we issued an alternative analysis and at that time the current rates were \$160 per pump for the holding tanks and \$265 per pump for septic tanks. Back then you were doing 560 holding tanks in 2017 and 350 septic tanks in 2017 (total 910 pumps). So, at that time your revenues were \$182,000 in 2017 for pumping of holding tanks and septic tanks. At that time, your sewer budget was \$422,000 so what the study showed in 2017 was in order to be solvent and not have to subsidize with water rates you would need to increase your rates by 250 percent and that was not including any new debt service for anything at the treatment plant.

Jamie said in 2021 you had a total of 563 pumps (357 holding tanks and 206 septic tanks) so you are down by 347 pumps. Your current rate for holding tanks is \$190 (357 pumps x \$190) and your revenue for that should have been \$67,830. Your current rate for septic tanks is \$280 (206 pumps x \$280) and your anticipated revenue is \$57,680. Adding those two together your revenue should have been \$125,510. You are down by \$57,000 since 2017 in holding tank and septic tank pump revenue. Your sewer expenses were \$375,410. Your overall expenses in 2021 were \$749,620 (water and sewer). Jamie said your rates are three times lower than what you need to be collecting in order to meet sewer expenses.

There being no further business, Ryan Achenbach motioned for adjournment, Matt Gruber seconded the motion, carried by all. Jim Ridderhoff adjourned the meeting at 8:25 p.m.

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