

**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 21, 2023, 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, and Ryan, Achenbach. Also, in attendance were Nancy Wesner (PCMA Office), Joe Zerbe, Karl Schmidt (ARRO Water Services), and Jamie Lorah (SSM Engineering).

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

The minutes for the January 2023 meeting, were accepted by motion of Matt Gruber, seconded by Jerry Weiss, carried by all.

The Treasurer's report for January 2023 was reviewed and accepted by motion of Matt Gruber, seconded by Jerry Weiss, carried by all.

Karl Schmidt (ARRO Project Manager and Point of Contact) reviewed the manager's reported that was submitted by David Kline (ARRO).

David Kline (ARRO Water Services), submitted a written manager's report to the Board prior to the meeting:

- Copies of the following information has been submitted by ARRO Water Services to PA DEP on the authority's behalf and are viewable via PA DEP website via the eDMR.
 - Discharge Monitoring Report and Supplemental Reports

In water operations, David Kline (ARRO Water Services) reported that:

- January 3: Meter change out at 400 Blackhawk Drive
- January 5: Water shut off 641 Wynonah Drive—valve wouldn't operate, needs to be dug up.
- January 17: Water turn on at 201 Hatchet Cove
- January 23: Rebuilt Well 6 Klenphos pump – power interruptions still occurring.
- January 24: Pumped down contact tank.
- January 25: DEP Inspection
- January 26: Pumped out final screen P7.
- January 27: Working on plant to prevent discharge due to PP&L shutting off power.
- January 30: Pumping out final screen pits.
- January 31: Pumping out CCT.
- Booster Station: Normal operations; nothing to report.

In sewage operations, David Kline (ARRO Water Services) reported that:

- January 4: Worked on water line.
- January 7: Strouse Bros in to check out dumping station; muffin monster not working.
- January 16: Norm Eaton-Pinch Valve not working; Roto screen okay.
- January 18: Worked on Influent Pinch Valve; still not working.
- Working on the plant start-up looking at first week of March 2023.
- There were 36 pumps done (13 HT and 23 Septic) for the month of January 2023.
- Pump Truck Operations / Maintenance – Nothing to report.

In legal matters, Joe Zerbe said Nancy (Office) and I met yesterday with Casey (ARRO) and addressed the issues on the invoices. Joe said the issues Nancy identified in the billing were certain items we were getting billed for in addition to the base fee that were done during the six-hour block when the ARRO employee was to be here. Joe said his understanding was that Casey removed all those charges from the bill; Nancy said yes. Nancy said the only issue Casey was still working on was on how they want to handle the credit that we would be receiving due to December's invoice being paid before the extra charges were removed. Jim Ridderhoff said he can assume that when ARRO personnel are working here, during normal working hours, that whatever they do is considered normal working hours and will not be tagged as additional charges. Joe said that is what Casey told us. Karl (ARRO) said you have a six-hour routine and whatever they do in that six-hours is routine.

Jerry Weiss said when this plant gets up and operating the first week of March – is the operator going to be here to operate the plant when these guys bring their loads to the plant to dump. The operator knows that on Monday, Tuesday, Thursday, and Friday they come to the plant to dump. Jerry said his other concern is that the ARRO employee comes in very early (before our day starts) and then he leaves, then something happens here, and he must be called back in. He feels the normal working hours should be 9 to 3 for them. Jim Ridderhoff said we could establish working hours for ARRO. Jerry said his concern is the management of the plant and the water system. Management of the plant means when the trucks come in and dump. Jerry said from his understanding is that he said he doesn't need to be here for the dumping but if something happens – who is that on. If the EQ tank overflows because there is too much in there and the operator is not here to do what needs to be done – who is this going to fall back on. Karl (ARRO) said so what he is gathering is the main thing is the start time. Jerry said yes, the operator needs to be here when the dumping happens. Karl (ARRO) said he will clarify and respond.

Ryan Achenbach said we are six months into the new relationship with ARRO from the takeover of SES (Select Environmental Services) and he no longer has the confidence that we have a continuation of service as it was before. Ryan said Karl (ARRO) is very professional and you are here providing the water report but at the same time you do not know the system here. Ryan said what he was used to, for many years, was we would have the operator here giving the manager's report, who was the person on site, and was familiar with things. You are having to take so much of what we are going to say tonight and take it back to get answers. Ryan said that is how he feels the entire operation of the plant is at this point. We had some information come back that contractors are in here doing work and they don't know what to do and are trying to get answers from our operator. We had some of our fill-in drivers running the septic services that are offering their time to try to provide solutions for us, free of charge, when that should be at the operations end. Ryan said he thought six months into the transition this would be smooth. Ryan said instead he notices a dramatic amount of turn over of different people here and now we are at a whole new operations staff that are not familiar with the system either. Jim Ridderhoff said in the past the operator would be at the meeting, give the report, and we would have questions back and forth on the day-to-day operations. We are here once a month to find out what is going on and if there is no one here to answers questions - that is a lack of communication. Jerry Weiss said we want to hear from the operator. Nancy (Office) said it was mentioned at the meeting with Casey (ARRO) that we would like more detailed information on the invoices. Jerry wants to know if at the end of the day a copy of the operator's time and what he did that day be sent to Nancy (Office) so she can reconcile the invoice when she receives it. Karl (ARRO) said he will find out what can be done.

Matt Gruber said another concern - is the operator familiar with how the plant is run (it is old) and is he capable of knowing what to do if there are problems and issues. Karl (ARRO) said he will get back to the Board on it.

In legal matters, Joe Zerbe said we had a discussion at the last meeting about whether there was any liability on any third parties with respect to the oil spill/tanks at the plant. The person Joe wants to talk to is Frank Tamulonis because he does that kind of work. If it is okay with the Board, Joe would like to refer that issue to Frank. He quoted a rate of \$200 per hour to look at it and give the Board an opinion on it whether you have a claim against somebody or whether there is a claim back against the insurance company.

Upon motion by Ryan Achenbach, seconded by Matt Gruber, and carried by all, the Board approved to use Frank Tamulonis (Lieberman & Tamulonis Firm) to research into the possibility of liability on a third party regarding the oil spill/tanks at the plant.

In engineering matters, Jamie Lorah (SSM) said today there was an evaluation of the wastewater treatment plant by our structural and electrical engineering staff. No report was received.

Jamie Lorah (SSM) said last week we met with PennVest and Larson Design Group. This goes back to a letter that was received last month from DEP and PennVest offering the Authority free technical assistance. There is funding that has been released per the Bipartisan Act and that funding is being distributed by PennVest to those that have been deemed as needing technical assistance. Jamie said Larson Design Group along with Gannett Fleming have been awarded a contract with PennVest and DEP to provide technical assistance to municipalities and authorities that are in need. The Authority has been recommended by someone at DEP – we do not know who. We met with those individuals last week and the gentleman from Larson Group, Shawn Downey (who is an engineer), and has experience when it comes to low pressure sewer systems and alternate analyses. We presented to them the needs of the Authority which essentially is the alternative analysis that needs to be rewritten and we presented to them the issues and challenges we faced with DEP reviewing the Act 537 planning. This would be reviewed by the central office of DEP not the Northeastern office. Jamie said she is recommending to their clients to pursue the offer of the free technical assistance. The Act 537 planning cannot be resubmitted without the alternate analysis being completed. Jamie said she gave Shawn a copy of the alternative analysis which has all the details in it and will send him a copy of the Act 537 plan submission. The Board gave approval to Jamie to answer any questions from the Larson Group.

Jamie Lorah (SSM) said ARRO took grab samples from Well 3 and submitted them to MJ Reider. Jamie called because she did not receive the results. They said most of the gasses that were being tested - they did not have the results yet because they were sent off site. The draft results we did obtain show the **magnesium** manganese level is high. The iron and hydrogen sulfide are fine. Jamie said there is a radon result she will have to question them about.

Jamie Lorah (SSM) said she has been talking with Andy (ARRO) the operator and he is concerned about the startup and not having a way of determining how full the EQ tank is when they come to deliver a load. He had sought a quote from A One Service because they were here to work on the pinch valve, and they submitted a quote to provide a light pole with lights on either side. One side facing the septage receiving station and one side facing the treatment plant side. The pole would have lights that would show up if the tank $\frac{1}{4}$ full, $\frac{1}{2}$ full, $\frac{3}{4}$ full, and a stop light to prevent an overflowing of the tank. Jamie said she understands his point, it is not a necessity, it is something that would not hurt for you to have it. On a normal operating day, the pinch valve is open and anything you are putting into the tank is draining into the plant. In a normal day you are going to get three loads (maybe) a day of waste and the tank has plenty of storage to be able to contain that waste. The quote is for the installation of this pole with the level sensors, installation of level

pole inside the tank, will be connected to the access hatch, backfilling of area, supplying electric for the pole, and the price is \$12,141.

Jim Ridderhoff said the necessity for having this light indicator would not be as necessary if the operator was there. Matt Gruber asked is there is a way to check the level of the tank without this pole light. Jamie Lorah (SSM) said you can look into the tank, it is difficult determining how much capacity you have, but you can use a yardstick to get a flow level measurement. Nancy (Office) asked if that is something the pump truck drivers should be doing or is it something the operator should be doing. Jamie said ultimately it is an operations thing. Jamie said the EQ tank is 20,000 gallons and should be able to handle four loads a day. The Board tabled this matter till the plant is back up and running and then it can be reevaluated to see if there are any concerns.

Jamie Lorah (SSM) said they did obtain costs for replacement of the water line along Sioux Drive. Jamie said she got three quotes each of which indicates the four-inch **Senine** C900 PVC pipe would be the most cost effective to install. The cost range is \$230,000 to \$401,000. It is 1200 linear feet of pipe, approximately \$200 a linear foot, and roughly twenty-five services reinstated. Jamie said if you want to do this project – you could bid it out. Jamie said it would be open trench and the old pipe would be removed.

Jamie Lorah (SSM) said she also received a quote from Dave Gettle at Kohl Bros. There was a need identified over the past two weeks at the storage tank. The storage tank has some old pumps that are probably forty years old. Jamie said her understanding is that two of the pumps are 10 horsepower and they do not know what the other two are at this point. There are four pumps and there is one pump that is pumping and if that pump goes down, we do not know if the other pumps are even operational. Kohl Bros came up with a preliminary cost for replacement of the pumps with new VFD (variable frequency drive) pumps, piping, and controls, the cost could be \$125,000 to \$150,000.

Upon motion by Jerry Weiss, seconded by Ryan Achenbach, and carried by all, the Board approved to put the project out for bid - replacement of the pumps, piping, and controls and for further evaluation of the pumps.

Andy Marcano (ARRO) wanted to know what he can do with the 30-40 unusable meters that are just sitting over at the plant. If Andy can't take the meters to the recycling center (Weiner Recycling or Acheys) Jerry Weiss offered to do it.

Upon motion by Jim Ridderhoff, seconded by Matt Gruber, and carried by all, the 2022 write-off of delinquent accounts in the amount of \$15,601.04 was approved. The write-off process is an accounting procedure that is performed yearly, but the monies owed remain and are not physically removed.

Jim Ridderhoff asked Joe Zerbe to check into ways of collecting on the delinquent accounts for the vacant lots.

The Board discussed the phone call received from the owner at lot 838 Wynonah Drive. The property owner is moving in full-time and wants the holding tank pumped on a weekly basis but wants a break on the price. The Board has determined that the Authority is unable to bear the costs of market rates that would be incurred for those pumps and unfortunately, they cannot give a price break on a holding tank pump. Nancy (Office) will send a letter to the homeowner.

The Board reviewed the email received from the property owners regarding lots 2464 & 2465 Papoose Drive. The owners want to be reimbursed for two years of water availability fee because it

was consolidated. The business office was never notified of the consolidation. Nancy (Office) said we were never notified by a settlement company that it was sold. We found out when the deed was in the paper.

The Board decided that it cannot reimburse the homeowners. It is Plum Creek Municipal Authority's policy that when any lots are consolidated it is the homeowner's responsibility to send a copy of the Deed of consolidation, when it is done, to the Plum Creek Business Office. The Board said they must be fair to everybody. Joe Zerbe said he would stick to PCMA's policy. Nancy (Office) will send a letter to the homeowners.

Upon motion by Jerry Weiss, seconded by Ryan Achenbach, and carried by all, the Emergency Response Plan – Revision 10 was updated and approved.

Upon motion by Jerry Weiss, seconded by Matt Gruber, and carried by all, the Board approved for Nancy (Office) to get quotes for security infrastructure at the business office.

Upon motion by Ryan Achenbach, seconded by Matt Gruber, and carried by all, the Board approved to renew the electricity rate for 36 months at the fixed rate of .07620.

Jamie Lorah (SSM) said it was talked about putting the storage tank pump replacement out for bid but she seen PCMA is registered with the COSTARS (Commonwealth of Pennsylvania's Cooperative Purchasing Program). Jamie said she could obtain COSTARS vendor quotes. Jamie will ask Kohl Bros if they are a COSTARS vendor. Jamie said you would purchase all the equipment through Kohl Bros and then they would potentially install it.

The following agenda item, Attorney Paul Bruder's Agreement Letter to represent PCMA in discussions with DEP, was tabled.

Upon motion by Jerry Weiss, seconded by Ryan Achenbach, and carried by all, the Board approved to have Matt Gruber look at vehicles (pickup truck) for purchase not to exceed \$55,000.

There being no further business, Matt Gruber motioned for adjournment, Jerry Weiss seconded the motion, carried by all. Jim Ridderhoff adjourned the meeting at 8:50 p.m.

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

The original draft of the minutes had two corrections that were made and approved at the meeting.