

**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 July 18, 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, Ryan Achenbach, and Mike Flynn Jr. Also, in attendance were Nancy Wesner (PCMA Office), Joe Zerbe, Andy Marcano (ARRO Operator), Kevin Dunn (ARRO), Jamie Lorah (SSM Engineering) and property owners Joe Haggerty and David Mengel.

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

The minutes for the May 2023 meeting were accepted by motion of Ryan Achenbach, seconded by Jerry Weiss, carried by all. Jim Ridderhoff noted that there was no meeting in June 2023 due to a lack of a quorum.

The Treasurer's reports for May 2023 and June 2023 were reviewed and accepted by motion of Ryan Achenbach, seconded by Mike Flynn Jr, carried by all.

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

- Copies of the following information have 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:

- June 2: Service line leak repair at 578 Yellow Pine Drive.
- June 6: Water meter change at 2625 Wynonah Drive.
- June 8: Water meter change out at 1637 Lightfoot Drive.
- June 11: Unclogged chlorine injector at Well #1.
- June 12: Pulled chlorine injector again and cleared the buildup in the pipe.
- June 14: New hire tour for meter readers.
- June 15: Worked with Dave Bonkovich to locate 5 leaks in the system, PA One Calls, water shut off.
- June 16: Turned water on at 2631 Wynonah Drive, PA One Call.
- June 19: Service line repair at 1914 Wynonah Drive.
- June 20: Service line repair at 1886 Bow Drive and 1848 Bow Drive. Water shut off at 638 Wynonah Drive.
- June 21: Service line repair and water main repair at 1044 Indian Drive.
- June 23: Water meter change out at 1016 Indian Drive, meter reading cleanup.
- June 26: Meter change out at 1360 Stag Drive.
- June 29: PA One Call, meter reading cleanup.
- Booster Station: Normal operations; nothing to report.

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

- There were 61 pumps done (21 HT and 40 Septic) for the month of June 2023.
- Pump Truck Operations / Maintenance – Nothing to report.

Mike Strouse said they have been finding a lot of problems when doing the inspections. There is a potential problem at one of the sites and there could be some legal action. Joe Zerbe said this situation is tied to an email Nancy (office) had sent to him last week. Joe said the Authority did not do the inspection for the people who bought the house. Carl did the usual inspection that the Authority does for the Authority purposes. Mike said Carl was supposed to be doing the inspection for the township. Joe said you do it for the Authority and township purposes not for the person who is buying the house. The inspection is done for the sewage management program. Joe said he was asked to look at this from the perspective of whether the Municipal Authority had any liability to the person who bought the house. Joe said his opinion is you do not. Joe said you have sovereign immunity - there is no liability that way.

Jim Ridderhoff said the next thing on the agenda is to discuss the topic of our two pump trucks that have been sitting for a year. Mike Strouse said every time he drives by and looks at them, he thinks they are deteriorating just sitting there. Mike said he is extremely pleased with the process of coming in and servicing the community and is interested in purchasing the Mack pump truck. He would bring somebody in to give an estimate like Pik Rite or the guy he uses. He does not know the value of it or what it is going to take to get the truck running. Mike said the Mack pump truck was built for here and would be a little easier to get around because the lift axle is in the back.

Upon motion by Jerry Weiss, seconded by Mike Flynn, and carried by all, the Board approved to sell the Mack Pump Truck.

Upon motion by Jerry Weiss, seconded by Jim Ridderhoff, and carried by all, the Board approved to put the Mack Pump Truck out for public bid, have the sealed bids back by August 15, 2023, with the right to refuse all bids.

Andy Marcano (ARRO) said the list the Board has are the leaks that were found in the last two months. Most of them are all repaired but there are two leaks on the customer's side (from the curb stop to the house) that must be repaired. David Bonkovich and Daniel Smaglinski, they were going through and doing the yearly leak detection, they made it through the first round and found the first five leaks. Andy said if he is running all four wells and still not able to keep up in the water tower – we realize we still have more leaks. Andy said he had them come in again and in the second round they found an additional eleven more leaks. The majority of the leaks are on the service lines – from the main to the curb stops. We always had an arbitrary number that we do not go below for the pressure up in the tank – 10 psi is the number at which the booster station pumps start losing efficiency. Jamie Lorah (SSM) said the booster station should be at 15-20 psi (feed into the pumps) and a limit was set at 10 psi which you do not want to get below that number. If you do you could destroy the pumps and cause an issue with the booster pumps themselves.

Mike Flynn asked what the cost is to drill a new well. Jamie Lorah (SSM) said \$100,000 to \$150,000 just to get one drilled and permitted and that is not the construction part of it. Jim Ridderhoff said we did that before and hit dry.

Jamie Lorah (SSM) said Well # 6 has been shutting down and there have been issues with the electrical. Jamie said PPL was supposed to come out two weeks ago, she has been calling every day, and finally got ahold of someone by the name of Jake. Jamie said Jake (PPL) was supposed to have a meter installed today but he called and said it would be tomorrow. Jamie said she also mentioned to Andy (ARRO) about getting an electrician to look at the control panel and make sure there is nothing corroded or breakers that need to be replaced or any other issues that we do not know about that Kohl Bros was not able to identify.

Jamie Lorah (SSM) said the meter from PPL will tell us if there is an issue of a current unbalance. The Board said if PPL does not follow through then Jamie should file a formal grievance against the Public Utilities Commission (PUC) on the power supply. Jamie said she will see if she can get a report of Kohl Bros last visit and attach it to the grievance. Mike Flynn said if you file a formal complaint – you have to appear before a judge, the company is required to have an attorney present, the complainant is not, it is basically a short court case.

Andy Marcano (ARRO) said the wells have a controller on them that measures the imbalances between your voltage and your currents, and it will log that data in the controller. It has an automatic restart for three times, so it will read an imbalance – trip – shut off - goes to restart. After the third time it will shut off till someone looks at it. Andy said he had Kohl Bros go to Well # 1 and it is doing the exact same thing as Well # 6 however it is not doing it to the point as Well # 6 is.

Jamie Lorah (SSM) said there are still two leaks on the customer's side that have not been repaired - how can we get that expedited. Andy Marcano (ARRO) said when there is a leak on the customer's side – it is after the curb stop but before the meter. The water is just leaking out into the ground. It is the customer's responsibility to fix their water service line. Andy said he will talk to the owner regarding the leak, will let Nancy (office) know and she will send out a letter to the customer giving them fourteen (14 business days) to get the leak fixed. Ryan Achenbach said it should be changed to seven (7 business days) to get the leak fixed or the water will be shut off until the leak is repaired - unless arrangements have been made. Joe Zerbe said the repair does not have to be made in the seven days, but they must provide sufficient evidence that arrangements have been made to get the leak repaired and you must notify the office. The rest of the Board agreed.

The Board also discussed setting fees for turning water off/on for winter/summer, if a customer fails to comply with the correct repair procedure (by the due date) in fixing their service line and PCMA is forced to shut the water off, and also review the restoration fee for non-payment. Also, when water gets turned off – set a time limit for it to be turned back on. Joe Zerbe and Jamie Lorah (SSM) will work on writing up a resolution.

Jerry Weiss said he thinks a fee should be charged to the customer for water line inspections that are covered up before PCMA can inspect them and it should also be uncovered. Andy Marcano (ARRO) said the guys get to a point in the construction where they have the trench dug, they have line in, however none of the plumbing is ready inside the house. Andy said they will have the line run and it can be verified that it is copper all the way in, goes into the house, shut off valve is there, and he opens the shut off valve, there is water coming out, and verifies the line is not leaking. Andy said at that point he was doing a partial inspection. That way they can bury the line and continue moving on and then when you get to the water meter and all the rest of the stuff, call us back and we will sign off on the rest of the inspection. Jim Ridderhoff said no more partial inspections are to be done.

Andy Marcano (ARRO) said there are water hoses running from the parents' home to a sprinkler in the yard at 1961 Wynonah Drive (new home construction). However, there was another hose connected to the house - the hose connected to the house, which does not have a meter, has water coming out of it. Ryan Achenbach said send a letter that we are concerned you have no meter inside your home, and we are requiring a site inspection within seven days and if there is no meter in place - your water service will be terminated immediately.

Andy Marcano (ARRO) went out to 1534 Wynonah Drive and said there is a homebuilt at the property. Nancy (office) said a water line inspection was never done and we do not know when they connected to the system.

Ryan Achenbach said check with the townships as to when the homeowner received the "Certificate of Occupancy." Ryan said it is the certification that you are allowed to start moving into the home. Nancy (office) will call the township and check on the Certificate of Occupancy. Ryan said we should send them a letter that they have not been billed up to this point and the property owner will be liable for back charges. Also, Andy said the line was never inspected but if he can get inside the house, he can see the type of line coming in through the wall of the house. Ryan said in the letter that we are requiring a site inspection of the interior side of the water line coming into the house.

A complaint was received from the property owner at 1398 Lightfoot Drive regarding stones in the right-of-way left from a leak repair. Ryan Achenbach said if we dug something up - do we have to return it back to the condition it was before we got there. Joe Zerbe said he will have to look at Lake Wynonah's deed restrictions but typically for a Municipal Authority if a customer improves the right-of-way (like bushes, flowers, etc.) they do so at their own risk. Andy Marcano (ARRO) said they did a repair there, they dug it up, the soil was rocky, they planted grass afterwards and it is not to the homeowner's liking. Ryan said we need to draft a policy for leak repair remediation. Ryan said we can smooth it out and throw some grass seed on it. Nancy (office) will call Jack Brennan to see if he can do it.

In legal matters, Joe Zerbe said he helped Nancy (office) write a letter to the customer with the curb stops inside her fence. Joe said Nancy and I had correspondence with the workers' comp people, and we wrote all the required letters to get Robert approved to continue doing his work. Joe said he filed some liens.

Jamie Lorah (SSM), submitted a written monthly engineer's report to the Board prior to the meeting:

Technical Assistance –SSM had prepared the Scope of Work for the Act 537 Plan Alternatives Analysis and has provided this to Larson Design Group for consideration by PennVest and the PA DEP. This Scope of Work included the Sanitary Sewer Survey, in addition to the Alternatives Analysis, which has been a necessary component required for the Act 537 Plan submittal. In addition to the Alternatives Analysis, SSM prepared a Scope of Work for the Water System Capital Improvements.

A field meeting was performed with SSM and Larson Design in order to review the water system components for Water System Capital Improvements study. It was determined that the Booster Pumping Station had an immediate need for replacement.

A Teams Meeting was to be held last month with PennVest and the PA DEP for approval. However, this meeting was cancelled by the PA DEP, and we were told it is being rescheduled. We are awaiting a response from Larson Design.

Booster Pumping Station – Co-Stars proposals were previously obtained for the Booster Pumping Station replacement and controls, which include a Quadplex (4 pumps) Booster Pumping Station on Variable Frequency Drives (VFDs). In May, the Authority approved the proposal from Kohl Bros in the amount of \$168,000 (not-to-exceed) in order to complete this work.

SSM then reached out to PennVest at the Authority's request relative to funding options for this work. It was determined that the Small Projects funding would be feasible and would not require the standard waiting times and approvals of a standard PennVest-funded project. They offer the "County Cap Rates" of 1.000% for Years 1 through 5 and 1.743% for Years 6 through 20.

It was then determined that a Public Water Supply Permit Amendment would be required in order to pursue this replacement work. A Public Water Supply Permit Application was prepared and was submitted to the PA DEP this past month. It could take 6-8 weeks till we get approval because it has to go through the public notification process.

Well Water – samples were taken at each of the Wells (raw water and finished water), as well as the Storage Tank, for Iron and Manganese. Well No. 3 was also tested for Carbon Dioxide and Methane gases. The results were again positive for both Carbon Dioxide and Methane at Well No. 3.

SSM worked with Klenzoid to review the dosing for the Klenphos 300 chemical for sequestering the Iron and Manganese. Klenzoid has approved the new results of the dosing, which will be used to make adjustments at the Wells.

We have also been in touch with vendors to discuss options for a degasification system, or air stripping system, for the removal of CO₂ and Methane from Well No. 3, which is the suspected reason for the bubble formation and cloudiness in the water. A budgetary cost will be provided as part of the Water System Capital Improvements Project. However, it is our understanding that the cloudiness and bubbles have improved greatly this past month.

There have been issues with pumps shutting down due to "current instability." This is currently being investigated by PP&L. A new electrical pole was installed this past week, but we are unaware if this will resolve the issue.

Effluent Filter Backwash Pump – A proposal was obtained from Slaymaker in the amount of \$11,347.91 for replacement of the effluent filter backwash pump to include a new flooded suction pump. The Operations staff had some concerns regarding the use of a flooded suction pump and requested that Slaymaker consider other options for pump replacement. Slaymaker has selected a new pump that will be less expensive, does not have a flooded suction, and is available in 30 to 40 days. Slaymaker has cancelled the order for the flooded suction pump and has placed an order for the new pump. There is no new information relative to the delivery of this pump.

The Act 537 Plans had been formally withdrawn by both Wayne and South Manheim Townships, following the PA DEP's review and comments. We had recommended involving both an attorney to contest the DEP's review, as well as involving local politicians.

UPDATE: Meetings were held this past month with Senator Argall and PA DEP. In the meeting with DEP, it was determined that two (2) items are still required: The Sanitary Sewer Survey and the Alternatives Analysis. Both of these components were requested under Larson Design Group's "free" technical assistance. The meeting between Larson and PennVest/PA DEP is being rescheduled. We also received information from PA DEP that the soils sampling (previously told to be required) was only a "suggestion" and that other means of sanitary surveys and soils investigations, such as a desktop analysis, may be conducted in order to resolve this issue.

Oil Spill Assistance - The remediation work at the WWTP was completed at the end of March. We reached out to obtain the results from the soil analysis from Liberty Environmental. Per Liberty, all

soil sample results were below the appropriate DEP “non-residential saturated soil” levels; therefore, no additional soil remediation is required. The groundwater sample was also below the appropriate DEP groundwater standards.

Based on a prior discussion with the DEP case manager (Joe Janick), he indicated that if results of the groundwater sample met the appropriate groundwater standards, that he may not require any further groundwater investigation. We have no current updates.

Jamie Lorah (SSM) said she did message the folks at PennVest, and the response was that the program is currently on pause because the funds needed to do all these technical assistance projects have been over utilized and they are looking for other ways to fund the program. Jamie said she will reach out to Jay Patel (DEP) and see if he has any thoughts on this.

There are curb stops that are not accessible. Andy Marcano (ARRO) said at 208 Hatchet Cove there was a major leak, the valve had to be found with a metal detector, and once it was found the valve key could barely fit under the branch of the tree. Mike Flynn said he thinks we should cut the branch if it stops the key from turning. Kevin Dunn (ARRO) said you could get a riser for it and bring it up to grade. Andy said the next one is 1591 Stag Cove the hedge was completely covering the curb stop and we had to cut a lot away just to get to it, this is a vacant lot, where the repair was being made the service line came across the cove and came into the grass, and the curb stops were buried. Aungst started digging a pathway to the curb stops (it was a service line from the main to the curb stops) and while it was being dug up, we hit an invisible dog fence from 1590 Stag Cove. All of the service lines coincide with the property lines. There should have been nothing in the right-of-way and there should be nothing crossing over property lines. Andy said at 1708 Sitting Bull Drive the curb stops are surrounded by cement. They are building an elevated flat level parking space with drainage. The drainage is a pipe coming out of the side and if their car is leaking oil, it is going to leak down into where the valve box is sitting. Nancy (office) will call the POA and see if there is a permit on file for 1708 Sitting Bull Drive.

Ryan Achenbach said we should send a letter with the next billing that the property owner should make the curb stop at their property accessible. PCMA is going to be opening/exposing the curb stops and marking them and we must be able to access the curb stop.

Mike Flynn said he mentioned previously about setting up a valve inspection (exercise) and maintenance program. Mike said after talking to Andy Marcano (ARRO) – Mike worked up an estimate and it would take about five minutes for one person to exercise most valves but there are a lot of the valves that have not been touched for a while so that might take longer. Mike said this is not the curb stops – these are the main valves that Andy needs to access when doing repairs.

Upon motion by Mike Flynn, seconded by Ryan Achenbach, and carried by all, the Board approved to initiate a valve exercise and maintenance program and that may include hiring a temporary laborer to help the operator out when needed.

Jerry Weiss said we should have a job description for a Municipal Worker and other job duties as required. Nancy (office) and Andy (ARRO) will compile a list of things that could be done.

Jim Ridderhoff said he would like to suggest a possible change in the meter reading period. As of now, we do meter reading the last two weeks of each quarter but that was done many, many years

ago and now there are more homes. We should extend that to the last three weeks of each quarter. Mike Flynn said the routes should be done in the same order every time. Kevin Dunn (ARRO) will look into getting an estimate for radio reads.

Upon motion by Jim Ridderhoff, seconded by Mike Flynn, and carried by all, the Board approved to change the meter reading period to the last three weeks of each quarter.

Jim Ridderhoff said what can we do for the non-compliant septic's and holding tanks. Jim said we can send it to the Sewage Enforcement Officer (SEO) but is there anything else we can do? Jamie Lorah (SSM) said it is the SEO's job to communicate with DEP on problems. Joe Zerbe will review the Sewage Management Program.

Upon motion by Mike Flynn, seconded by Jerry Weiss, and carried by all, the Board approved the Drought Contingency Plan – the contact information was updated.

David Mengel said a lot that has a pipe with a faucet on and he guesses it is used for water testing. Andy Marcano (ARRO) said yes. Then someone should not have a hose hooked up to that faucet. Andy said no. David said it is a vacant lot, trees cut down, and he thinks they have been burning brush, they have a hose hooked up to the faucet. Dave will give the lot number to Nancy (office).

Mike Strouse said what are we going to do for fees for emergency callouts with issues. Mike said he got an emergency call from Andy (ARRO) on Sunday. Mike took the pump truck out on Sunday but did not pump it. You should come up with a solution that if he goes out and it is not the pumping that needs to be done – what is the fee to charge PCMA. If he goes out and finds out it is a float, maybe the trap is blocked, or the tank is leaking. Jim Ridderhoff said if you come out for an emergency pump, and it does not turn into a pump, there should be an emergency mobilization fee of \$227.50 that Mike will charge PCMA.

Jamie Lorah (SSM) said she looked at the Sewage Management Program and if an owner refuses to have his holding tank or septic tank inspected and/or pumped in accordance with the provisions of these policies and procedures, the PCMA shall have the authority to terminate water service to the premises until the owner complies with the inspection and/or pumping requirements of these policies and procedures.

Upon motion by Jim Ridderhoff, seconded by Mike Flynn, and carried by all, the Board suspended the regular meeting at 9:08 p.m. and convened in Executive Session to discuss possible litigation.

Upon motion by Jim Ridderhoff, seconded by Mike Flynn, and carried by all, the Board reconvened at 9:32 p.m. in regular session. The Board authorized Joe Zerbe to talk to Attorney Tamulonis regarding the oil spill. Also, discussed 2459 Papoose Cove doing a shut off notice for non-payment and failure to move touchpad.

There being no further business, Jim Ridderhoff motioned for adjournment, Ryan Achenbach seconded the motion, carried by all. Jim Ridderhoff adjourned the meeting at 9:34 p.m.

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