

**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 August 15, 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, Kevin Dunn (ARRO), Eric Sprunger (ARRO), Jamie Lorah (SSM Engineering) and property owners Joe Haggerty, David Mengel, Gary Rada, and John Weichel.

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

The minutes for the July 2023 meeting were accepted by motion of Ryan Achenbach, seconded by Jerry Weiss, carried by all.

The Treasurer's report for July 2023 was reviewed and accepted by motion of Jerry Weiss, seconded by Ryan Achenbach, carried by all.

Jim Ridderhoff said 1708 Sitting Bull Drive is the property where the homeowners are building a raised parking area and have enclosed the curb stops in cement. Nancy (office) said she checked with Liz at the POA office, and she does not have any permits on file for this property. Jim said Nancy (office) should send a letter to the property owner that you put something in the right-of-way and if PCMA cannot access the curb stops – we may have to break the cement at the owner's expense. Also, copy the POA on the letter that this is a concern. Kevin Dunn (ARRO) will have Andy (ARRO) check and see if he can access the curb stops.

Jim Ridderhoff said 2129 Wynonah Drive is the property where the curb stops are behind the planter under the cement wall. Jim said to send a letter to the property owner that they put something in the right-of-way and are in violation and to remedy the situation so PCMA can access the curb stops.

Jim Ridderhoff said 1534 Wynonah Drive is the property where a house was built, they got an occupancy permit on June 22, 2022, but we have no documentation that the water line was inspected. Jim said we notified the homeowner that we will begin charging you as of the occupancy permit date. Nancy (office) did a breakdown of the charges from the date of the occupancy permit, and they would owe \$517.00. Andy (ARRO) did an interior site inspection and verified it is K copper and checked the meter. After this was done the homeowner dropped a letter off at the office disputing the back charges. Nancy (office) said when someone is building a home (even if the home is not completed) once they are connected to the water system - you get charged the base-rate fee. Jim said to send a letter to the owner that the charges will stay.

Jim Ridderhoff said at 182 Totem Drive there was a leak on the customer service line. The leak was in the copper piece (eighteen inches) by the valve, and it was repaired, but the rest of the line was plastic (200 feet to house). Jim said our policy is that if there is a repair the whole service line must be replaced with K copper. Mike Flynn said there was no leak in the plastic line, only in the copper piece, and since the plastic line is okay, the Board approved the repair.

Jim Ridderhoff said 200 Hatchet Cove is the property with the curb stops inside the owner's fence. A letter was sent but nothing has been done. The fence is in the easement and could extend onto the neighbor's property. Joe Zerbe will send a follow-up letter with a deadline to hear from the owner within ten days and to have an action by the next meeting. Also, copy the POA so they are aware that there is an issue that could affect the neighbor's property.

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:

- July 3: Water line inspection at 2631 Wynonah Drive.
- July 5: Water line inspection at 1886 Bow Drive. Service line repair at 1590 Stag.
- July 6: Service line repair at 1394 Teepee.
- July 7: Service line repair at 190 Hatchet Cove.
- July 10: Meter replacement at 1097 Indian.
- July 12: Meter change out at 1313 Running Deer Drive.
- July 13: Meter change outs at 96 Comanche & 1173 Running Deer. Service line leak at 182 Totem. Call out to 2377 Stallion.
- July 14: Meter change out at 488 Sarsi Cove.
- July 18: Meter change out at 2346 Spear Cove.
- July 24: Meter change out at 1776 Running Deer Drive. Service line inspection at 1199 Wynonah Drive.
- July 27: PA One Call. Found leak at 192 Crazy Horse Drive.
- Booster Station: Normal operations; nothing to report.

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

- There were 56 pumps done (24 HT and 32 Septic) for the month of July 2023.
- Pump Truck Operations / Maintenance – Nothing to report.

Kevin Dunn (ARRO) said Well# 6 is still shutting down and causing issues. On Friday, we turned a curb stop on and they used about 51,000 gallons by Monday. Nancy (office) said they had a frozen meter, it was swapped out, but when Septic Solutions was doing the septic inspection, he said water was roaring into the tank. Andy (ARRO) came back in and turned the water off at the curb stop. Andy (ARRO) had Bonkovich come back in to check for leaks because we were not gaining in the storage tank.

Jamie Lorah (SSM) said a transformer has been replaced by Well# 6. They were hopeful that would help - it helped for a very brief period of time, meaning all in the same day. The pump's current setting is set at 20% imbalance to keep the well pump from shutting off. Jake (PPL) has proposed a potential fix which would be to install true 3 phase power. He claims that it would not be an expense to the Authority from PPL to make this change. But what it can do is affect the well pumps because they are currently operating on a voltage that is no longer supported. In the event that they put this true 3 phase power in, the Authority might have to do something with the pumps and the controller. Jamie (SSM) said she will present something to the Board at next month's meeting.

Kevin Dunn (ARRO) said with the issues at the wells - he would like to put hydrant flushing off till the fall. The Board agreed.

In legal matters, Joe Zerbe said routine legal matters were addressed, including satisfying liens. Joe said the Board asked him and Jamie Lorah (SSM) to look into the shut off procedure and the fees to be charged. Joe said seven years ago we did make a resolution for non-payment. Joe said at the last meeting it was talked about setting shut off and turn on fees in separate circumstances...1) If the property owner voluntarily asks us to shut off in the winter, 2) If we have to shut off for failure to pay or failure to abide by the Sewage Management Program. Joe said his research on it is that you can set the fee at anything reasonable, but he thinks the fee should be the same for both. The current restoration fee for non-payment is \$100.00.

Mike Flynn said any action on the valve the customer will be charged a fee.

Upon motion by Ryan Achenbach, seconded by Mike Flynn, and carried by all, the Board approved the following fees:

- Voluntary Water Turn Off / Turn On Fee \$ 150.00
- Involuntary Water Turn Off / Turn On Fee \$ 150.00

The fee will be collected up front. The new rates will be effective November 1, 2023.

The Board said when a property is turned off for non-payment, once paid (all charges & fees), water service will be restored on the next business day.

Joe Zerbe said the Sewage Management Program (SMP) does give PCMA the authority to terminate water service if the owner refuses to have the holding tank or septic tank inspected and/or pumped. The SMP will need to be amended to include the turn off / turn on fee.

Joe Zerbe said Attorney Frank Tamulonis had suggested in his previous memo that he could talk to the insurance company to see if they would change their decision regarding not covering the oil spill and his fees (hourly rate) would be what he was charging to date. If he would be unsuccessful in getting some type of resolution, then the Board could decide if they wanted to file a lawsuit. Joe said Frank had also looked at the case to see if there was any third-party liability and he did not think there was third-party liability.

Upon motion by Mike Flynn, seconded by Ryan Achenbach, and carried by all, the Board approved to have Attorney Frank Tamulonis pursue the insurance company on an hourly basis.

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.

SSM reached out to Jay Patel at PA DEP and were told that he would follow-up with PennVest and get back to us. A follow-up email was sent to him as well.

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, and 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 submitted to the PA DEP last month. No comments have been received yet.

The Board approved Jamie Lorah (SSM) to prepare the application for Small Projects funding on behalf of Plum Creek Municipal Authority.

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 Iron and Manganese. Adjustments have been made to the dosing at each of the Wells based on the results of the previous sampling. Follow-up sampling is recommended for August or September.

The Board approved Jamie Lorah (SSM) to do the follow-up sampling at the four wells for Iron and Manganese.

There have been issues with pumps shutting down due to “current instability.” This was investigated by PP&L, and a new transformer was installed. This did not resolve the issue, but PP&L has recommended changing the service to a 120/208 Volt 3-phase service. There is “typically no cost to the Authority for PP&L’s work” (per PP&L), but we need to determine if your existing pumps will work on this new configuration. The current pump at Well No. 6 is a 230 Volt pump. If the Authority wishes, SSM can have our electrical engineers review this, or we can contact A1 Services to review this further. A work order would then need to be opened by PP&L to get this started.

Subsurface Technologies – Based on the current Well capacity, we have reviewed the cleaning and maintenance schedule this past month. We have determined that Well No. 6 and Well No. 8 were cleaned in 2017 and are due again for a cleaning/treatment. Proposals were obtained from Subsurface Technologies this past month and include the following: Aqua Freed Process for Well No. 6 can be completed for a total of \$43,545, and it commonly lasts up to five (5) years. Another option is to do this cleaning now and then approve the Aqua Gard Preventive Well Maintenance System to start next year. This involves installing an Aqua Gard System to the Well for routine annual cleanings. Initial installation is \$11,320, and annual cleanings would cost the Authority approximately \$10,755 (with annual escalation fee of 3 - 4%).

Aqua Freed Process for Well No. 8 can also be completed for a total of \$43,545, and it commonly lasts up to five (5) years. This cleaning is recommended this year, as the Well is currently running at 50 to 55 gpm, and it has the ability to run at 90 to 100 gpm.

Currently, the Authority is losing as much as 70,000 gpd of capacity from Well No. 8. The Aqua Gard can be installed for an initial fee of \$9,875 and \$10,755 per year for annual maintenance (with escalator).

Jamie Lorah (SSM) said she did not ask if the mobilization fee was a one-time charge if both Wells were done at the same time. Jamie will follow-up on this with Subsurface. Mike Flynn asked Jamie to review the flow rates at the Wells in Spring.

Upon motion by Mike Flynn, seconded by Ryan Achenbach, and carried by all, the Board approved Subsurface Technologies to do the Aqua Freed Treatment on Well# 8.

Water Meter Radio Reads – a proposal was obtained this week for conversion of the existing water meters to a Radio Read system. The Sensus system is compatible with the existing Muni-Link billing software. The benefit of this system is that it offers a 15-year full replacement and an additional 5-year replacement that is prorated. The new meter heads can be attached to the existing Sensus oval style touchpads in order to convert the meters to radio reads. The attached quote includes: the set-up, software, Sensus auto gun, and up to 1,000 new meter heads (at nearly \$210/meter). The total cost for this radio read system is estimated to be \$223,233.75. At this time, we are recommending applying for a Local Share Account (LSA) Grant from the DCED for the purchase of this system. Applications are due by November 30th.

Jamie Lorah (SSM) said the LB Water proposal has been updated to 1,278 new meter heads (at \$209.85/meter) for a total estimated cost to be \$281,572.05. This replaces your existing meter heads, but it does not take into account water losses between the house and the curb line where you are having a lot of the breaks. Jamie said Dave Bonkovich called her today and said a lot of the leaks he is finding are between the home and the curb line. The leaks are on the customer's side, and you cannot find them without doing leak detection. Dave wanted to recommend to the Board to consider purchasing an advanced metering system. He recommended Badger but there are others out there. This will be a much more costly endeavor. Jamie said you would have to install a water meter pit at the curb line (within your easement) and then that meter goes into that pit. Jamie did not get a quote, but you are talking about \$2,500 per meter. Jamie said Dave will be gone for two months and will not be able available to do leak detection for PCMA. Jamie does have a couple of other contacts for leak detection and gave them to Andy (ARRO). Jamie said the quote from LB Water is a replacement for the current touch pad and it would have to be installed (wired into meter head) inside the home, if the meter is there, and then when you get the meter reads you would just drive by.

Mike Flynn said for the radio reads it depends a lot on whether we get the grant to help fund it. Jamie Lorah (SSM) said that is why she brought up the ability to potentially go after the Local Share Account (LSA) grant (full funding for the project) and it is something SSM can do on the Authority's behalf, but she cannot promise it will be awarded for at least nine to twelve months. The applications are due between September and November. Mike asked if the grant would potentially cover the other meter system. The grant awards go up to a million dollars. Mike said, "what if we applied to do a million dollars' worth of replacement with pit meters so that we can have a smarter system." Jamie said if we were going to do that the recommendation is to replace them on Wynonah Drive because that is where the bulk of the breaks have been. Mike said he would propose that we write up a project that is a million dollars' worth of pit meters and if they do not give us the full million then we can either cut it down or switch over to the other system that is less expensive. Jamie said by next month she will get another proposal for the other system, and we can see if it would link up to the new billing system.

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.

Act 537 Planning - 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 DEP's review, as well as involving local politicians.

UPDATE: Meetings were previously held 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. We 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 get a report Liberty Environmental for the water sampling and found the levels were within DEP criteria for non-residential contamination. The Board told Jamie to go ahead and have the report filed with DEP.

Upon motion by Ryan Achenbach, seconded by Mike Flynn, and carried by all, the Board accepted JMAC Realty's offer of \$7,000 (\$500 each) for fourteen vacant properties that were presented.

The leak repair remediation policy was tabled till next month's meeting. Ryan Achenbach will work on this policy.

The Board approved the Municipal Worker job description and pay rate. Nancy (office) will post the job on Indeed.

David Mengel said at the meeting there are copies of the minutes on the table and would it be possible to get a copy of the treasurer's report. The Board asked Nancy to make extra copies for the next meeting.

Joe Zerbe suggested using the basic specs for the Mack Pump Truck bid. He will put the ad in the paper this month with the bids due by next month's meeting.

There being no further business, Jim Ridderhoff motioned for adjournment, Mike Flynn seconded the motion, carried by all. Jim Ridderhoff adjourned the meeting at 8:05 p.m.

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