

**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 October 17, 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), Andy Marcano (ARRO), Jamie Lorah (SSM Engineering) and property owner Robert McQueary.

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

The minutes for the September 2023 meeting were accepted by motion of Jerry Weiss, seconded by Mike Flynn, carried by all.

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

David Kline (ARRO Water Services) submitted a written manager's report to the Board prior to the meeting: There are no water or sewer system violations for the month of September 2023. Copies of the following information have been submitted by ARRO Water Services to PA DEP on the authority's behalf - Discharge Monitoring Report and Supplemental Reports

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

- September 4: Emergency call at 2228 Wynonah Drive for low water pressure.
- September 5: Meter change out at 1271 Running Deer Drive.
- September 7: Emergency call for power failure. Restarted Well# 6.
- September 8: Emergency call for power failure.
- September 11: Collected Well samples and delivered to lab.
- September 12: PA1 calls and service location for Montana Drive and Kiowa Cove.
- September 17: Water shut off at 1844 Bow Drive.
- September 19: PA1 calls and final reads.
- September 20: Meter repair at 103 Creek Drive.
- September 26: Water main and service line repair on Oklahoma Cove.
- September 27: Emergency call for 417 Mohave Drive. Water shut off.
- September 28: Water line inspection on Oklahoma Drive, Well# 8 cleaning demo, water turn on at 417 Mohave Drive, hydrant flush on Oklahoma.
- Booster Station: Normal operations; nothing to report.

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

- There were 49 pumps done (22 HT and 27 Septic) for the month of September 2023.
- Pump Truck Operations / Maintenance – Nothing to report.

Kevin Dunn (ARRO) said all the hydrants have been marked and there are some that still have to be painted. Andy Marcano (ARRO) said Jason (PCMA) is now working on locating and marking the water shut-off valves and when that is completed, he will move on to locating and marking all the curb stops. Andy said Jason has been keeping track of what he has been doing and there have been a few that have been hard to find.

Kevin Dunn (ARRO) said since most of the hydrants have been exposed it would be a good idea to try and get the flushing done within the next week or so and at that time it would be good to start exercising the valves.

Ryan Achenbach said he is noticing a lot of air in the lines. Andy Marcano (ARRO) said the water meter in Well #3 started doing something weird and was reading lower and now has almost entirely failed. The meter is not responsible for the air bubbles. Andy said LB Water recommended a replacement mag meter and they gave a quote of \$5,516.55. Chris (LB Water) said the meters we have at the wells are not designed for a high iron and manganese application. A mag meter will set you up for future upgrades and is designed for dirty applications. Kohl Bros was out yesterday and replaced a starter on Well #3's motor but they could not find anything that would be causing the bubbles. Jamie Lorah (SSM) said the only way to remove the bubbles is to put in an air stripper system (estimated cost \$150,000 or more per well). Jamie said DEP is going to be sending her permit information for the wells. Jamie said Well #8 is now producing ninety-one gallons a minute.

Upon motion by Ryan Achenbach, seconded by Mike Flynn, and carried by all, the Board approved the quote from LB Water in the amount of \$5,516.55 for the replacement mag meter at Well #3.

Andy Marcano (ARRO) said Jason (PCMA) went out and starting cutting around the hydrants to get them exposed and came across some issues. The Board reviewed the hydrant pictures showing some of the issues. Ryan Achenbach said now there is a new issue – we have the five-foot radius, but we may not have the line of sight where you can even see that a hydrant is there. Ryan said to make a master list of the hydrants and turn it over to the Property Owners Association (POA) - (Right Of Way Rules) and say these hydrants need to be cleared out / line of sight.

Upon motion by Mike Flynn, seconded by Ryan Achenbach, and carried by all, the Board approved to purchase hydrant markers/flags up to \$1,100.

In legal matters, Joe Zerbe said routine matters were addressed, including filing liens, and doing a title search on the property at 297 Creek/Hogan drive. The title search showed that the property appears to be free and clear other than the Municipal Lien the PCMA filed against the property. The property owner proposed to pay \$3,000 against the debt owed on the property. Joe will draft a proposal and send it to the Board to review and if in agreement – Joe will send the letter. Joe and Jerry Weiss went out and looked at the property at 200 Hatchet Cove and due to the possibility of going to court, the Board will go into Executive Session at the end of the meeting.

Robert McQuery asked while you are going around clearing and marking hydrants – are you going to try and exercise the valves at the same time? Andy Marcano (ARRO) said at this time – no. We are probably going to start doing the hydrant flushing and then do the servicing. Andy said his priority was to get the hydrants exposed because that is a safety concern.

Jamie Lorah (SSM) asked if PCMA received a Letter of Violation from DEP. Nancy (Office) said she did not receive anything in the mail or by email. Jamie said she was contacted over the last few weeks by a DEP representative, Pat Musinski, and he asked for the contact person, and I told him it is best to send any correspondence to the office and address it to Jim Ridderhoff. Jamie asked him what it is in regard to, and he said it is a compliance issue but would not give any further details.

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

Booster Pumping Station – Co-Stars proposals were 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.

UPDATE: A Public Water Supply Permit was obtained from the PA DEP, and we are currently working on the PennVest funding application, which involves County and Township approvals. We are in the process of completing this Application.

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. Excursions were issued for Manganese, and we are working with ARRO to resolve these issues. We are also awaiting results for water quality at the Storage tanks.

PP&L 3-Phase Power - Previously, we discussed issues related to the Well pumps shutting down due to “current instability.” This was investigated by PP&L, and a new transformer was installed, which did not resolve the issue. A Work Order has been placed with PP&L in order to install true 3-Phase Service at Well No. 6. This work is going to be performed at Well No. 6 first, and we will monitor the results of this work. PP&L has told us that they will need at least 6 weeks in order to process this work order, and we are around 4-5 weeks now.

Subsurface Technologies – The cleaning and maintenance schedules were previously reviewed, and it was 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 and included the following:

Aqua Freed Process for Well No. 8 was completed this past month for a total of \$43,545. During this cleaning, the Well and Pump were found to be compromised and excessively clogged. Due to the age and condition of the Pump, and limited capacity, we recommended that the Authority replace this pump with a new right-sized Well Pump. Following additional calculations, a new Well Pump rated for 100 GPM was selected, and this Pump and Motor were replaced this past month. As part of this, the PA DEP required an Emergency Permit, which was prepared and approved by DEP within a few days. The Well was placed back online and is currently pumping at 91 GPM. *Andy Marcano (ARRO) said the PH is up over 6 and will keep rising.*

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. This work has not yet been awarded by the Authority, but it is strongly recommended due to capacity issues in the water system. *The Board said to do Well No. 6 early next year.*

Water Meter Radio Reads – a proposal was previously obtained 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 total cost for this radio read system is estimated to be \$257,967.³⁹ and includes: the set-up, software, Sensus auto gun, and 1,278 new meter MXUs. See below for further details on the LSA Grant Application.

PENNVEST Funding Application - A new project number was opened for the work associated with submission of the funding Application with PENNVEST for the *Booster Pumping Station Project*. The initial paperwork was prepared this past month to start the process. A meeting was held this past month with the PA DEP and PENNVEST to review the Application contents and the process involved. Ryan and Mike have agreed to assist with this process, and the financial information was provided this past week from the Authority's office. Letters were sent out to both Townships and the County relative to this funding request. We are awaiting Wayne Township and County responses for this Application.

2023 LSA Grant Application - We recommended applying for a Local Share Account (LSA) Grant from the DCED for the purchase and installation of a water meter radio read system. Applications are due by November 30th.

UPDATE: Quotes had been requested and obtained other vendors for an advanced metering system in which the meters would be installed in pits close to the road. This option would allow the Authority to better identify and track leaks in the system. Last month, the Authority decided to pursue the purchase of new MXUs, and radio read system from the Sensus vendor. This past month, the vendor made a site visit in order to refine their scope of work. A new quote was obtained for the purchase and installation of the new MXUs, and radio read system from LB Water in the amount of \$257,967.39. Kentrel was contacted in order to provide the installation work under a Co-Stars Contract. The total cost for this system, with installation and 5% Grant Contingency, is \$350,708.81.

UPDATE: In addition to the radio read metering equipment, we have also obtained a quote for the leak detection system recommended by LB Water. We have provided a second option for consideration in requesting a Grant, which includes the leak detection system. The total cost for this project, with 5% Grant Contingency is \$418,750.91. LB is recommending piloting this system to determine what the actual needs are for the leak detection system. They are working on providing a cost to do so. Although they have some concerns about installing this in a plastic piping system, they do feel that the pressures are high enough to get good results. They are not able to determine this fully without piloting this system.

Upon motion by Mike Flynn, seconded by Ryan Achenbach, and carried by all, the Board approved the Resolution 2023-4, approving the submission of an application to the Commonwealth Financing Authority to request a Statewide Local Share Account Grant of \$418,750.91 for a Water Meter Replacement and Radio Reads and Leak Detection System Project. This project is contingent on getting the grant.

Upon motion by Jerry Weiss, seconded by Ryan Achenbach, and carried by all, the Board approved the updated version of the Corporate Resolution.

The leak remediation policy was tabled till the next meeting.

The draft leak letter (that is sent to customers who have a leak on their service line) was reviewed. Mike Flynn said the Involuntary and Voluntary Water Shut Off/On Fees of \$150 should be included in the letter. Also, Ryan Achenbach said the wording at the bottom of the letter regarding if your service line is constructed of plastic material should be reworded. Nancy (office) will work on the changes and send another draft letter to the Board to review. Jamie Lorah (SSM) said when she talked to DEP about the piping in the system, in the development, the DEP Sanitarian said anything that is plastic in the ground should be replaced with the type k copper.

Upon motion by Jerry Weiss, seconded by Mike Flynn, and carried by all, the Board suspended the regular meeting at 7:35 p.m. and convened in Executive Session to discuss 200 Hatchet Cove.

Upon motion by Jerry Weiss, seconded by Mike Flynn, and carried by all, the Board reconvened at 8:11 p.m. in regular session. The Board discussed 200 Hatchet Cove and Joe Zerbe will contact the homeowner with a proposal.

There being no further business, Jim Ridderhoff motioned for adjournment, Jerry Weiss seconded the motion, carried by all. Jim Ridderhoff adjourned the meeting at 8:15 p.m. Meeting minutes were taken, prepared, and submitted by Nancy Wesner.