

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

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

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

The Treasurer's report for October 2023 was reviewed and accepted by motion of Jerry Weiss, seconded by Mike Flynn, 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 October 2023. Copies of the following information have been submitted by ARRO Water Services to PA DEP on the authority's behalf – DWELR Report, Discharge Monitoring Report and Supplemental Reports

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

- October 2: Meter change out at 269 Creek Drive.
- October 4: PA One Call training with Jason.
- October 9: LB Water tour for radio reads. Shut water off at pool.
- October 10: Service call at 1676 Buckaroo Drive.
- October 11: Meter change out at 2416 Crowfoot Drive. Service line inspections recheck.
- October 16: Water main valve work.
- October 17: Monthly meeting.
- October 23: Meter change out at 1815 Crazy Horse Drive.
- October 24: Water shut off at A, B, D Dock, and the Marina.
- October 25: Meter change out at 2356 Stallion Drive.
- October 31: Hydrant Flushing.
- Booster Station: Normal operations; nothing to report.

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

- There were 60 pumps done (15 HT and 45 Septic) for the month of October 2023.

Kevin Dunn (ARRO) said the hydrant flushing has been completed, three hydrants have been replaced and there are two more that are going to be replaced. One is split down the middle and the other one is not draining correctly. It took about 500,000 gallons of water to clear the system of debris. Kevin said the tank levels have been fine and currently there are four Wells on. Jason (PCMA) has marked all the hydrants, painted the road, all hydrants have flags on them, and he has also been marking all the water main valves, so they are visible. Currently, Jason is in the process of locating and marking all the curb stops and that will take some time. Kevin said Andy Marcano (ARRO) has taken a personal leave of absence and in the meantime we have more than enough qualified operators to fill in.

In legal matters, Joe Zerbe said routine matters were addressed including filing liens. Joe sent the proposed letter out last week to the owners at lot 297 Creek Drive, but he has not heard back from them.

Joe Zerbe said he had a telephone call with Ms. Dorval at 200 Hatchet Cove. That is the property that has the fencing within the utility easement area (the curb stops are located within her fence). Joe said he told her that the Board was willing to cut her a break and not make her tear down the entire fence, but she would have to move the fence to the other side of the curb stops so the Authority could gain access to the curb stops from the street without going into her fence and she would have to have the fence five feet (Joe was not sure of direction) east/west? north/south? of the curb stops. Joe did a draft letter to Ms. Dorval, along with a copy of the Restrictions that reserves easements for, among other things, utilities. Joe said the Board should review the letter and let him know if there are any changes and if not, he will send the letter to Ms. Dorval.

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.

*Jamie Lorah (SSM) said she did not receive Wayne Township's response letter which needs to go with the application.*

PP&L 3-Phase Power: Previously, we discussed issues related to the Well pumps shutting down due to "current instability." A Work Order was previously 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 previously told us that they would need at least 6 weeks in order to process this work order, and we have reached out for another update. In October, we were told that it was still in "Engineering."

*Jamie Lorah (SSM) said today she received an email to call John Valentine. Apparently, he will be our contact for the scheduling of the PP&L project.*

The Act 537 Planning: 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. 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.

UPDATE: Upon the request of the Authority, a proposal was obtained from Larson Design Group for these remaining tasks. This proposal includes the following:

- Sewer Needs Survey and Alternatives Analysis: this can be provided to review the Alternatives associated with providing a central sewer system and new WWTP to the Community, and this work can be completed for a Lump Sum fee of \$51,000. This is to be billed based on percentage complete, if accepted by the Authority.

*Mike Flynn would like to see at least two more quotes for the Sewage Alternatives Analysis. Kevin Dunn (ARRO) will reach out to his company (ARRO) to work on a proposal for the Sewage Alternatives Analysis.*

*Mike Flynn asked if the Alternatives Analysis (as quoted) includes looking at the options that would provide service other than centralized sewer, but it would provide service to the empty lots that do not perc. Mike said that was one thing that DEP was specifically demanding that we address. Jamie Lorah (SSM) said what they would say is that those lots that do not perc would have to be on centralized sewer because apparently there is no good technology other than if they had a discharge plant of their own. Jamie said those properties are very spread out throughout the community – they are not lumped together in one area - but she will ask them that question.*

- Door-to-Door Survey: this work includes performing the on-site Door-to-Door Surveys for approximately 15% of the system, or about 180 properties. The estimated fee for this work is anticipated to be \$48,000 and would be billed on a time and expense basis. Additional proposals could be obtained for this work, if needed. SSM has been working with A.M. Septic Solutions, or Allen Madeira (previously with Berks Envirotech) and could obtain a proposal from him, if necessary, as well.

*The Door-to Door Survey is where they would go door-to-door and inspect the existing septic systems to determine whether or not they need to be replaced, or if they are failing, and whether or not the soil is potentially good enough for a septic system.*

*Jamie Lorah (SSM) reached out to AM Septic Solutions (Allen Madeira) who is a licensed SEO (Sewage Enforcement Officer) to get a proposal for the Door-to-Door Surveys. AM Septic Solutions proposal for 180 properties is estimated to be \$25,920.00 plus round-trip mileage.*

Upon motion by Mike Flynn, seconded by Matt Gruber, and carried by all, the Board awarded the Door-to-Door Surveys (as proposed) to AM Septic Design for \$25,920 plus round-trip mileage and to start as soon as possible.

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. We also had to re-send the Ag Land Preservation Board letter to a “new contact” we received this past week. Once these responses are obtained, we can finalize the application.

2023 LSA Grant Application: The Authority previously decided to pursue the purchase of new water meter MXUs and radio read system from the Sensus vendor. Last 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 also obtained a quote for the leak detection system recommended by LB Water. The total cost for this project, including the radio read system and leak detection, with 5% Grant Contingency, is \$418,750.91. LB is anticipating it can now pilot this system in December in order to determine what the actual needs are for the leak detection system. For now, a budgetary cost has been included in the Grant application to include the purchase of this system. Last month, the Resolution was adopted to submit the Application, and the letters were received this past month. It is recommended that support letters be obtained

for this project from the local legislators. The LSA Grant Application will be submitted to the CFA by the November 30th deadline.

Jamie Lorah (SSM) said on the leak detection equipment - they would like to come out and pilot that on December 6<sup>th</sup> and 7<sup>th</sup>. Their intention is to put them throughout Wynonah Drive to see how many pieces of equipment they are going to need because of the topography.

Jim Ridderhoff said there have been a lot of bubbles in the water lately. Jamie Lorah (SSM) said they are running Well # 3. Nancy (office) said the office has been getting calls that the water smells. Jamie said the metallic smell can absolutely be from them flushing and we had iron and manganese built up inside the pipes. Jamie said the lake is being drained and she is wondering if the folks are smelling that because she smelled it when she pulled into the parking lot tonight. Jamie said it could be something in the customer's service line - a buildup of iron and manganese that they are smelling. Jamie said you have a very intense iron and manganese concentration in the aquifers that are feeding the water supply to everyone. The only way to remove that is to use a special green sand filter which is very expensive to put in, but you are meeting the requirements that DEP has set. Jamie will look into this and get some pricing.

Jim Ridderhoff said the leak letter was approved at the last meeting. Jim said according to the letter anytime you turn the water on/off the customer will be charged \$150. Jim wants to confirm that the \$150 will be charged on all repairs. The Board agreed the \$150 will be charged on all repairs regardless if it is a planned repair or an emergency repair.

The Knight Security System proposal for the Wells and Storage Tank was tabled till the next meeting.

The Board reviewed a letter received from the homeowner at lot 1436 Wynonah Drive requesting a credit for his over-base usage due to a leak inside his home. It is the responsibility of the homeowner to monitor for leaks in the home. The Board said no credit will be issued. Joe Zerbe will send a letter to the homeowner.

Ryan Achenbach drafted a Property Repair Policy for review. In the event of repairs to PCMA (Authority) infrastructure that results in damage to property owners' yard, etc., the Authority will meet the following guidelines of repair:

- Grade and rake area to a reasonably level surface
- Seed area to return grounds to a grass surface

The Authority will not repair or replace landscaping, fencing, mulch, etc. as these improvements by property owners into the right of way for the Authority are done so at their own risk/repair.

Upon motion by Matt Gruber, seconded by Mike Flynn, and carried by all, the Board approved the Property Repair Policy. A copy of the policy will be sent with the next water bills, and it will also be posted on the website.

Jim Ridderhoff reviewed the note from Mike Strouse about doing pumps when there is a snow/ice event. It is the responsibility of the homeowner to have the driveway totally cleared of all snow/ice in order for the pump to be done. In the event of snow/ice it will be the hauler's responsibility to call the homeowner and check to see if the driveway is cleared so that the pumping can be done. Jim said when the office emails the list of the pumps for the day, to the hauler, include the homeowner's name and phone number. Nancy (office) will send an email to the haulers regarding the information about a snow/ice event.

Mike Flynn said we had asked the POA (Property Owners' Association) about clearing out the area around the hydrants and they are willing to do that if they get a list of the ones that need to be cleared out. Nancy (office) will send the list to the POA.

Upon motion by Mike Flynn, seconded by Matt Gruber, and carried by all, the Board suspended the regular meeting at 7:35 p.m. and convened in Executive Session to discuss the oil spill claim.

Upon motion by Matt Gruber, seconded by Ryan Achenbach, and carried by all, the Board reconvened at 8:30 p.m. in regular session. The Board discussed negotiations with the insurance company and gave Joe Zerbe instructions to contact Attorney Tamulonis.

There being no further business, Jim Ridderhoff motioned for adjournment, Matt Gruber seconded the motion, carried by all. Jim Ridderhoff adjourned the meeting at 8:33 p.m.

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