

**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 January 16, 2024, 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, Jamie Lorah (SSM Engineering), and property owners Joe Haggerty and **David** Matt Rossi.

Jim Ridderhoff called the meeting to order at 6:04 p.m.

The first order of business was Reorganization. Upon motion by Jim Ridderhoff, seconded by Matt Gruber, and carried by all, with Michael Flynn Jr abstaining, the Board approved to make Michael Flynn Jr. a Co-Chairman.

Upon motion by Mike Flynn, seconded by Jerry Weiss, and carried by all, the PCMA Board positions for 2024 are: Jim Ridderhoff – Treasurer & Co-Chairman, Jerry Weiss – Secretary & Co-Chairman, Matt Gruber – Co-Chairman, Ryan Achenbach – Co-Chairman, and Michael Flynn Jr - Co-Chairman.

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

The Treasurer's report for December 2023 was reviewed and accepted by motion of Jerry Weiss, seconded by Matt Gruber, 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 December 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:

- December 19: Monthly meeting.
- December 26: Emergency call out on Sioux Drive.
- Booster Station: Normal operations; nothing to report.

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

- There were 51 pumps done (18 HT and 33 Septic) for the month of December 2023.

Due to the severe weather Kevin Dunn (ARRO) and Andy Marcano (ARRO) were not able to attend.

In legal matters, Joe Zerbe said routine matters were addressed such as filing and satisfying liens. Joe said he had a conversation with Ms. Dorval at 200 Hatchet Cove and will discuss that with the Board in executive session. He also reviewed the oil spill general release statement with Attorney Frank Tamulonis.

Ryan Achenbach said he received a letter from Matt Rossi about the emergency services at his property. Matt Rossi, property owner, said in the middle of October 2023 he had a backup in his house, and initially thought he had a minor blockage inside the house. He found and fixed the problem for about 24 hours and then it backed up again. There was a blockage in the line somewhere outside the house. The diagrams of how the septic was laid out were not correct with what was there. He could not find the cleanouts and ended up making a new one. But as he was doing that, they could not find the one coming into the tank and the way the tank was oriented he could not see down into the tank to see where the inflow to the tank was. He called Mike Strouse to come out and pump the tank, but Mike said you must schedule it through PCMA. When he called PCMA he was told it would be charged double for the emergency service. He does not understand why he must pay an additional fee on top of what he is already paying.

Ryan Achenbach said his thoughts were we had a policy in place when our drivers were using our trucks to do all the pumping and if an emergency comes in and we are shuffling our drivers schedule which then that abruptly shifts a whole bunch of other things that we are trying to accomplish – customers who were already scheduled – that was the merit of having emergency fees on top of it. However, it has some merit since our system is different and we are using outside haulers that the fact that we have two haulers and the idea that we are suddenly shuffling is no longer as much of an issue. Ryan said the reason you must call Plum Creek is because the Act 537 Plan says PCMA must handle all the septic's/holding tanks per the township's regulations. Nancy (office) said in our fee schedule anything called in noon or later and cannot wait till the next business day will be charged double. Jim Ridderhoff asked Matt did not he want Strouse to repair something. Matt said no - the issue was a paper towel blockage. Matt said he had a plumber there snaking the line from the inside and because they could not see what they were doing - he just needed the liquid pumped out of the tank. The Board asked Nancy (office) to reach out to Strouse Bros and Septic Solutions and ask them if they could attend the next Board meeting to discuss emergency pumping.

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). A revised proposal was obtained from Kohl Bros in the amount of \$184,000 (not-to-exceed) in order to complete this work, which provided prevailing wage rates, as required by PennVest.

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. Samples will be taken on a Quarterly basis with adjustments made to the Klenphos addition as needed. Samples are also required for CO2 at each of the wells to determine if the concentrations are high due to Aqua Freed treatment, etc. We have reached out to two (2) well drillers to obtain quotes for televising Well No. 3 to determine if we can locate the source of the bubbles and possibly mitigate this. This work has been tabled for now, due to improvements in water quality.

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. We have spoken with PP&L's John Valentine, who has provided an update. This work was expected to start the week of January 8th, but it is now expected to be performed next week due to the snowstorm.

*Jamie Lorah (SSM) said she reached out to PP&L, and it is now going to be Thursday, January 18<sup>th</sup>. Jamie said they keep asking if there is going to be an electrician on site. When the 3-Phrase Service is installed, they want to make sure all the equipment starts back up. Jamie said they had their electrical engineer come out and look at it and he said it can operate under the new voltage and that everything should be smooth. Jamie said she can put Kohl Bros on alert in case something happens. The Board agreed to have Kohl Bros on alert.*

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. 6 can be completed for a total of \$43,545, and this work is expected to be awarded after the new year, unless there is an urgent need.

*Upon motion by Mike Flynn, seconded by Ryan Achenbach, and carried by all, the Board approved the proposal by Subsurface Technologies for the Aqua Freed treatment of Well# 6 in the amount of \$43,545.00.*

#### Act 537 Planning

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.

UPDATE: Door-to-Door Survey: this work was awarded to AM Septic, and a meeting was held with Allen Madeira last month to review the plan. This work is expected to start early this year. A notice has been prepared for homeowners that this inspection work is to be conducted.

UPDATE: Two (2) additional proposals for the Alternatives Analysis have been requested by ARRO Consulting and Barry Isett. ARRO Consulting has provided a proposal for a not-to-exceed fee of \$34,500, which includes the evaluation of the three (3) selected technical alternatives, and the preparation of a final report (see attached proposal). The proposal by Barry Isett is still pending.

*Jamie Lorah (SSM) said Barry Isett & Associates has provided a proposal for the Alternatives Analysis for a not-to-exceed fee of \$30,000.*

*Upon motion by Mike Flynn, seconded by Ryan Achenbach, and carried by all, the Board approved the Barry Isett & Associates proposal for a not-to-exceed fee of \$30,000.*

PENNVEST Funding Application: We have received updated pricing from Kohl Bros. to include prevailing wages, which are required for the application. At the last Board meeting, the Resolution to Apply was approved by the Board, and the Letter of Responsibility was completed and signed by the Board. We have contacted PENNVEST to begin their review of the Application, however, a meeting must be held with their financial consultant to confirm the financial sections of the

Application. We are awaiting additional information from the Authority, and then can move forward with scheduling this meeting.

*The Board approved Jamie Lorah (SSM) to upload the PENNVEST application once it is completed.*

### 2023 LSA Grant Application

UPDATE: A quote was obtained for the purchase of 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 had their vendor perform the demonstration the week of December 5th in order to determine what the actual needs are for the leak detection system. A report has not yet been received but has been requested. For now, a budgetary cost has been included in the Grant application to include the purchase of this system. The LSA Grant Application was submitted to the CFA by the November 30th deadline. At this time, it is unknown when the CFA will be announcing grant awards.

UPDATE: A meeting was held with the leak detection equipment vendor, who has been struggling with connectivity and cellular reception issues. The probes will be relocated to the opposite side of the Lake to determine if these issues exist there as well. Other equipment may need to be considered, if necessary.

*Jamie Lorah (SSM) said the probes were moved earlier this week to the north side of the Lake and we already have a ping for a leak in the system. Now, they are trying to zone in on the area that the leak is coming from so when we have Bonkovich come out he can go right to that area.*

Upon motion by Jim Ridderhoff, seconded by Jerry Weiss, and carried by all, the following four agencies were reappointed for the year 2024:

- The engineering firm of SSM Group
- The legal firm of Zerbe Law Offices
- The accounting firm of Jones & Co.
- The insurance agency of Seltzer Insurance

Upon motion by Jim Ridderhoff, seconded by Mike Flynn, and carried by all, the 2024 Budget, prepared by Jim Ridderhoff, was reviewed, and approved with the following adjustments.

- Increase Engineering Services budget amounts in water by \$30,000 and sewage by \$10,000.
- Increase Dues & Subscriptions budget amount in water by \$2,000.

Upon motion by Mike Flynn, seconded by Ryan Achenbach, and carried by all, the Board accepted the insurance company's settlement offer of \$40,000 for the oil spill claim and authorized Jim Ridderhoff to sign the release.

Upon motion by Ryan Achenbach, seconded by Jerry Weiss, and carried by all, the Board authorized Joe Zerbe to send a 90-day notice to ARRO Water Services (Management Company) of PCMA's intent to terminate the management contract as of April 30, 2024.

Upon motion by Jim Ridderhoff, seconded by Matt Gruber, and carried by all, the Board suspended the regular meeting at 7:49 p.m. and convened in Executive Session to discuss litigation for 200 Hatchet Cove.

Upon motion by Mike Flynn, seconded by Jerry Weiss, and carried by all, the Board reconvened at 7:59 p.m. in regular session. The Board authorized Joe Zerbe to talk to Ms. Dorval regarding having a survey done and Joe will contact Gary Ryan for a quote.

There being no further business, Matt Gruber motioned for adjournment, Mike Flynn seconded the motion, carried by all. Jim Ridderhoff adjourned the meeting at 8:00 p.m.

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