

**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 February 20, 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, Ryan Achenbach, and Mike Flynn Jr. Also, in attendance were Nancy Wesner (PCMA Office), Joe Zerbe, Jamie Lorah (SSM Engineering), Andy Marcano (ARRO), Mike Strouse (Strouse Bros), Roger Nolt (Septic Solutions) and property owner David Mengel.

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

The minutes for the January 2024 meeting were accepted by motion of Jerry Weiss, seconded by Ryan Achenbach, carried by all.

The Treasurer's report for January 2024 was reviewed and accepted by motion of Jerry Weiss, seconded by Mike Flynn, carried by all.

The Board reviewed an email that was received from property owner at 203 Hatchet Cove regarding their over-base usage. The meter reading was actual and correct. Andy (ARRO) did get another read in January and it fell in line with December's read. A credit cannot be given. Nancy (office) will send them a letter.

The Board addressed the owner's concerns (1472 Bearcat Cove) regarding the repair crew having to cut some of his hedge/bushes away when a leak repair was done in that area. The hedge row is in the right-of-way. Ryan Achenbach said in the Deed Restrictions it states fifteen (15) foot easement along all road rights of way and a five (5) foot wide easement along the side and rear lines of each and every lot for the purpose of installing, operating and maintaining television cables, utility lines and mains thereon, together with the right to trim and/or cut or remove any trees and/or brush and the right to locate any guy wires, braces, and anchors wherever necessary for said installations, operations or maintenance; together with the right to install, operate and maintain gas and water mains, sewer lines, culverts, and drainage ditches and other services. Nancy (office) will send a letter to the owner.

Nancy (office) said there was someone interested in purchasing the snowplow. They were going to send in a proposal, but nothing was received.

The Board discussed with Mike Strouse and Roger Nolt emergency pumps. Jim Ridderhoff thanked both of them for their diligent service. Jim said PCMA's policy is if someone calls in for a pump at or after 12 Noon on weekdays, they will be charged double if the pumping cannot wait until the next business day (note: pumps performed on weekends and holidays are charged double).

Ryan Achenbach wants to know if we should still have this policy since we are now using outside haulers. Mike Strouse said yes, he thinks the pumping after a certain time, or on a weekend, should stay the emergency fee. Mike said it has to do with the dumping. If this comes in as an emergency and it is a holding tank, he has a facility at his farm, but Roger has to take it back to Myerstown and if Deer Lake is closed, they might have to hold it on their truck overnight - he thinks there should be an additional fee for that. Roger Nolt agreed.

Mike Strouse said what constitutes an emergency. What if he goes there and it is a blocked baffle, blocked trap, alarm float fell off, or something else is wrong. When PCMA was doing the pumping, they did not do any repairs, did not do any unblocking, you did not do any type of extra work – the only thing you could do was pump but that might not have fixed the problem and that has to be determined.

Jim Ridderhoff said in this scenario - you got called out on an emergency pump, you go out and find out that it is a minor repair – can you notify the office that is a minor repair, and we would rebill it as a repair fee. Mike Strouse said it is a grey area because at that point the repair does not have to go through PCMA, but the pumping does. Mike S. said if there is no pumping required there should be an administrative fee charged. But if they go out and it needs to be pumped and it is at 12 Noon or after or a weekend it should be charged double. Ryan Achenbach said the haulers could report to the office if it is an emergency (in your business opinion) and we could follow that. Roger Nolt said keep your standard procedure and then they could let the office know.

Jim Ridderhoff said if there is a call out for a pump and it turns out to be a non-pump but a repair issue than the charge would be \$300.00. Ryan Achenbach said we can take the recommendation of our outside haulers in regard to what is transpiring on site and billing can be adjusted accordingly. Mike Strouse said when a call comes in after hours – Andy (ARRO) can tell the customer he will make the necessary call, it will be a double fee, the next day the haulers can let the office know what they found, and the office can let the customer know if there is any change to the fee being charged.

Upon motion by Jerry Weiss, seconded by Mike Flynn, and carried by all, the Board established an Emergency Service Fee of \$300.00. If there is a call for an emergency pump and a pump is *not* required - service fees may still apply, which will be applied on a case-by-case basis.

- The existing policy is still in effect: Pumps called in at or after 12:00 Noon on weekdays will be charged double (the current pump rate) if the pumping cannot wait until the next business day. Pumps performed on weekends and holidays are charged double (the current pump rate).

Mike Strouse said a while ago he brought up about a certain job where the tank is leaking, and it was brought to his attention that the Municipality falls under immunity. Mike is asking what if they do a tank certification for Plum Creek because he is not protected under that same window. Mike said they did a holding tank certification that was done by PCMA's procedure, and they are certifying it under Plum Creek - we are not certifying under Strouse Bros and Septic Solutions. Mike said if they are doing it, as Strouse Bros, he does a PSMA (Pennsylvania Septage Management Association) inspection which is different. The PSMA inspection is more involved but that is between the customer and himself. Mike said they are not municipality workers. When the tank tests were done before it was when PCMA had employees. The Board will review the holding tank test procedure that is in the Sewage Management Program.

Roger Nolt asked if the Board plans to look at the hauler pumping rates sometime in the future. Ryan Achenbach said Mike Strouse and Roger should submit their pricing on what they would charge outside of Lake Wynonah. The Board said they will review this.

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 January 2024. 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:

- January 15: Hydrant replacement on Cherokee Drive and Hatchet Cove. Water main shut off valve replacement on Cherokee Drive.
- Booster Station: Normal operations; nothing to report.

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

- There were 23 pumps done (11 HT and 12 Septic) for the month of January 2024.

Andy Marcano (ARRO) said the power outage brought up some concerns with the tower. With losing power on route 895 the tower was dead but luckily the tower was full, but both of the upper streets were basically only operating on the tower's head pressure. Andy had a conversation with Jamie Lorah (SSM) what constitutes loss of pressure. Andy said DEP's recommendation is that you stay at least 20 psi or higher. Jamie said that is recommended but anything below that is not negative until it gets negative. Andy said his concern with it being at 13 psi is do you still have enough water for fire suppression. Andy said there is no backup generator there. Jamie said they would be 20 hp each. Nancy (office) said Kevin (ARRO) did call her and said he was in touch with Slaymaker, and they had generators on standby if we needed them.

Andy Marcano (ARRO) said two weeks ago there was issues with leaks to the point that all four wells were running. Andy said he had Bonkovich came in and he found three major leaks that were fixed and allowed him the ability to fill the tanks right before the power went out. Jamie Lorah (SSM) said they did use the leak detectors test results to target one leak.

In legal matters, Joe Zerbe said after last month's meeting the Board asked him to get a proposal for a survey on a property. Joe said he emailed the proposal to the Board, but he did not hear back from anybody. Due to potential litigation - Joe will discuss it with the Board in executive session. Joe said Nancy (office) had him look into the situation of selling the snowplow and he did not see any restrictions in the Municipal Authority's code that would prevent the Authority from selling it.

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

RECAP: 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.

RECAP: 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 AquaFreed treatment, etc. We had 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.

RECAP: PP&L 3-Phase Power: The Well pumps have been shutting down due to "current instability." This past month, PP&L installed true 3-Phase Service at Well No. 6. The work was completed, and Kohl Bros modified the instability to 10%. Unfortunately, this has not completely resolved the Well Pump "unstability," and the pumps have shut down several times over the past month. We have requested Kohl Bros. modify the instability to increase the tolerance level, and they will do so the next time they are in the area.

*Jamie Lorah (SSM) recommends that we get PP&L to install true 3-Phase Power at the Booster Station. Mike Flynn said Jamie should ask PP&L to come in and do 3-Phase Power at the other Wells and the Booster Station.*

UPDATE: Proposals were previously obtained from Subsurface Technologies for Aqua Freed Process for Well No. 6 in the amount of \$43,545, and this work was awarded last month. This treatment work will occur in March, by request. We have also requested a quote for the replacement of the pump or pump motor from Subsurface Technologies. This pump was replaced in 2019 but has shown signs of clogging and reduced capacity from 59 GPM to 39 GPM. The pump has been rated for 100 GPM per the DRBC Docket.

*Jamie Lorah (SSM) said treatment of the Wells should be occurring every five years to keep the Well pumps from clogging and producing as much as they have the ability to produce. Jamie did get a quote from Subsurface Technologies for the replacement of the pump in Well No. 6 for \$6,615.00 and replacement of the motor in Well No. 6 for \$5,140.00 for a total of \$11,755.00. Mike Flynn said we should replace it with a 100 GPM pump and keep the 60 GPM pump as a back-up if it is in good shape. Jamie said these are not on a VFD (Variable Frequency Drive). The VFDs have a control system that goes with them. Mike asked Jamie to get a quote for the VFDs.*

*Jamie Lorah (SSM) said we have to do another emergency permit amendment because of the change to a larger pump at Well No. 6. The Board approved Jamie to start the application.*

*Upon motion by Mike Flynn, seconded by Ryan Achenbach, and carried by all, the Board approved the proposal by Subsurface Technologies for the replacement pump and replacement motor for Well No. 6 in the amount of \$11,755.00.*

UPDATE: We are recommending a review and possible revisions to the existing *Emergency Response Plan* relative to power outages and other emergencies. It was unclear this past month who was responsible for coordinating the rental and set-up of emergency generators, and operational protocols during a recent power outage.

*Nancy (office) will email the latest revision to the Board members and Jamie to review.*

RECAP: Effluent Filter Backwash Pump – A proposal was previously 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 purchase of this pump was authorized, but there is no new information relative to the delivery of this pump.

#### Act 537 Planning

UPDATE: the Alternatives Analysis was awarded to Barry Isett last month. A kick-off meeting was held this past month to review the information needs, the history of the project, etc. This work is expected to begin soon.

UPDATE: Sewer Needs Door-to-Door Survey: this work was awarded to AM Septic, and a meeting was held with Allen Madeira to review the plan. A notice was prepared to homeowners that this inspection work is to be conducted, and the survey was recently issued to begin this program.

*Nancy (office) will call Allen Madeira for an update on the Door-to-Door Survey.*

#### PENNVEST Funding Application

UPDATE: Updated pricing from Kohl Bros. was received last month to include prevailing wages, and the *Resolution to Apply* and *Letter of Responsibility* was completed and signed by the Board. This past month, the PENNVEST Application was finalized and submitted to the agency, after

holding several discussions and meetings with PENNVEST's financial consultant to confirm the financial sections of the Application. We are awaiting PENNVEST's review of the Application.

#### 2023 LSA Grant Application

RECAP: 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.

RECAP: 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. 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: Meetings were held with the leak detection equipment vendor, who was previously struggling with connectivity and cellular reception issues. The probes were then 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 on the south side of the lake there were more equipment issues because apparently there is less service on the south side. Their equipment uses Verizon. Mike Flynn asked if they offer an alternative and Jamie said they do not. Jamie said she asked how we can boost it and they said it is based on the availability of your service. On the north side they did find the one leak with only five or six meters spread throughout. The leak detection equipment is portable and can be moved around but you would have to have somebody do that.*

The Board reviewed the email from Andy Aungst regarding using plastic coated Type K copper for a leak repair on a customer's side. This is an additional protective layer. Jamie Lorah (SSM) will review this and let Nancy know her findings. The Board approved this dependent on Jamie's review. Nancy (office) will follow-up with Andy Aungst.

Upon motion by Mike Flynn, seconded by Ryan Achenbach, and carried by all, the 2023 write-off of delinquent accounts in the amount of \$13,870.32 was approved. The write-off process is an accounting procedure that is performed yearly, but the monies owed remain and are not physically removed.

Upon motion by Mike Flynn Jr., seconded by Ryan Achenbach, and carried by all, the Board approved the Precisions Operations, LLC Management and Operations Contract with Matthew Crump with a start date of May 1, 2024, pending a review by Jamie Lorah (SSM Engineering).

Upon motion by Jim Ridderhoff, seconded by Ryan Achenbach, and carried by all, the Board suspended the regular meeting at 7:49 p.m. and convened in Executive Session to discuss the survey estimate for Doral property.

Upon motion by Jim Ridderhoff, seconded by Mike Flynn, and carried by all, the Board reconvened at 8:18 p.m. in regular session. The Board asked Joe Zerbo to get another estimate for the survey on the Doral property.

There being no further business, Jim Ridderhoff motioned for adjournment, Ryan Achenbach seconded the motion, carried by all. Jim Ridderhoff adjourned the meeting at 8:20 p.m.

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