

**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 June 18, 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, and Mike Flynn Jr. Also, in attendance were Nancy Wesner (PCMA Office), Joe Zerbe, Jamie Lorah (SSM Engineering), Matthew Crump (Precision Operations), and property owner David Mengel.

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

The minutes for the May 2024 meeting were accepted by motion of Jerry Weiss, seconded by Mike Flynn, carried by all.

The Treasurer's report for May 2024 was reviewed and accepted by motion of Mike Flynn, seconded by Matt Gruber, carried by all.

Matthew Crump (Precision Operations) submitted a written manager's report to the Board prior to the meeting: There are no drinking water or wastewater permit violations for the month of May 2024. Copies of the following information have been submitted by Precision Operations to PA DEP on the authority's behalf – Discharge Monitoring Report and Supplemental Reports.

In water operations, Matthew Crump (Precision Operations) reported that:

- Marked, inspected, and responded to PA One Calls
- Well No. 6 was cleaned, and the Well pump was replaced with a new one. Work done by Subsurface Technologies.
- Three Wells are currently running in June (1, 3, 8)
- Booster Station: Booster pump 2 in operation.

In sewage operations, Matthew Crump (Precision Operations) reported that:

- Unclogged the sludge return in the clarifier closest to the office.
- There were 48 pumps done (28 HT and 20 Septic) for the month of May 2024.

Matthew Crump (Precision Ops) said the Well No. 6 treatment has been completed. Just this week we have started to lose ground and he might have to put on another Well. There were three leaks repaired - two service line leaks (that were on the customer's side) and one that was PCMA's service line.

Matthew Crump (Precision Ops) got a proposal from Victor Muncy for one door at the Booster Station and two doors at Well No. 1 for a total amount of \$11,620. The Board asked Matthew to get two more quotes.

Matthew Crump (Precision Ops) said he wanted to discuss tamper evident seals on water meters. After a water line inspection is done and passed - a tamper evident seal is to be placed on the water meter. Matthew said if a tamper evident seal is broken is there a way that the Board wants to approach that situation because he is going into a lot of homes where there is no seal. Matthew said it is in the Rules and Regulations that no seal placed by the Authority may be broken, tampered with or defaced. If a seal is broken the Authority reserves the right to replace, remove and/or test the meter or remote reader at the Customer's expense, even though said meter or remote reader may register accurately.

Mike Flynn said if you find actual theft of service because there is a bypass that is quite different than a broken seal. Matthew Crump (Precision Ops) said going forward if he sees there was no seal on the meter when he goes into a home, he will place a tamper evident seal on the meter, and document everything on a service order for the office.

Matthew Crump (Precision Ops) said when a water line inspection is happening there have been some instances that when he arrives onsite the curb box is busted. Matthew wanted to know how the Board wanted to address that situation. Matthew said we can supply them with a new curb box or ask the contractor who is doing the work to supply a new one. The Board said PCMA should supply the contractor with a new curb box and Matthew should keep a supply on hand.

In legal matters, Joe Zerbe said he had nothing to report except routine matters.

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.

UPDATE: Kohl Bros. has been approved to begin ordering the equipment for this project following PENNVEST closing.

Jamie Lorah (SSM) said she spoke with Dave Gettle, and he is thinking it will be Fall when he will start the work at the Booster Station. Jamie said that would be preferred since consumption is up in the summer. Jamie said PENNVEST wants PCMA to pay the bills and then go back to them for reimbursement. We did not have our follow-up meeting with PENNVEST yet in regard to how we proceed with the actual reimbursement, but it is all done through their website.

RECAP: PP&L 3-Phase Power: On May 1, 2024, SSM submitted work orders for the conversion to true 3-Phase Service at the other Wells and the Booster Station. From review of the bill for Well No. 6, it appears that only the March bill was higher in cost. Additional bills are necessary to determine if this is just an issue of increased usage or if it is a rate increase. The electric generator and supplier rate is consistent between the three (3) invoices, but the March invoice had a much higher electric usage. This pump may have been used quite a bit in the month of March.

UPDATE: Well No. 6 - Well No. 6 AquaFreed Treatment was completed this past month, and the Well Pump was replaced with a pump that can supply 100 Gallons per Minute (GPM) of water. Unfortunately, Well No. 6 has a 4-Log restriction that allows for a pumping rate of 77 GPM. It was determined that the Chlorine Contact Tank is undersized for the current requirements, and additional Chlorine Contact time is needed. We are recommending the addition of approximately 20 Linear Feet of 24" diameter contact piping be installed just upstream of the Contact Tank. A proposal from LB Industries, a Co-Stars vendor, is pending. Additionally, a Public Water Supply Permit Application for this 4-Log treatment is being prepared and will be submitted this week for the modifications to the contact time.

Jamie Lorah (SSM) said she received a quote from LB Industries in the amount of \$55,550.52 for Well No. 6 for the purchase and installation of the Chlorine Contact piping, the reducers, the

fittings, digging, and they would also do a GPR survey to locate the existing piping and Chlorine Contact tank.

Upon motion by Jim Ridderhoff, seconded by Mike Flynn, and carried by all, the Board approved the proposal from LB Industries in the amount of \$55,550.52 for Well 6.

UPDATE: The Authority previously requested pricing for low- and high-level alarms at the storage tanks, control wiring, and an auto dialer for the booster station. Kohl Bros. visited the booster station on May 6th and provided three (3) options for monitoring the individual tank levels: (1) Install a submersible level sensor from the top of each tank, which would be difficult due to the tank height and susceptibility to weather conditions; (2) Install a manhole with pressure sensor at the outlet piping for each tank; or (3) Install a pressure sensor on the suction piping in the booster station, indirectly measuring the level of both tanks simultaneously. This last option would be the most simple and cost-effective solution. Quotes are currently pending for each option for your consideration.

Jamie Lorah (SSM) said she got a proposal for the Booster Station from Kohl Bros at last month's meeting to put pressure sensors in, a panel with display, relays for alarms, and the cost for that was \$8,000. A data logger can be added to the panel for \$1,500 to \$2,000. This includes wiring, conduit, and installation. The controller has four relays for level alarms, etc. One of the relays can be a low-level output to a dialer. They can provide a dialer, but they do not know the cost for that item. Jamie said she talked to Dave Gettle about the other option to put level sensors inside the tanks. There would be 2 submersible level sensors with RDE enclosure, 2 sets of materials to mount sensor from top of tank, 2 sets of wiring and conduit from the top of tank to the booster pump building, 2 sets of trenching and backfill to bury the wiring between tank and booster pump building, and 1 level control panel with a digital display, programmable relays, mA output for each tank and installation of items listed above and he gave a quote of \$38,000. That included \$10,000 for work at the top of each tank and getting wiring and conduit to ground level would need to be completed by a company equipped to work on the tanks.

Upon motion by Mike Flynn, seconded by Matt Gruber, and carried by all, the Board approved the proposal from Kohl Bros for the Booster Station to install pressure sensors on the combined line from both of the tanks for a cost of \$11,000 (not-to-exceed).

UPDATE: Effluent Filter Backwash Pump - This Backwash Pump was delivered in boxes this past month, but it was not installed.

Act 537 Planning

UPDATE: Sewer Needs Door-to-Door Survey: this work was awarded to AM Septic. This work began in March, and it has now been completed; results have been obtained for 180 inspections. The physical inspections have been completed, and the map is being updated.

PENNVEST Funding Application

UPDATE: The final settlement meeting with PENNVEST was held on May 2nd. The Authority must set up an ACH account for pay request disbursements and complete the ACH form, as well as obtain a Bank Account Verification Letter, voided check, and signature card for each authorized signatory. These documents must then be provided to PENNVEST via an encrypted email, which we can assist the Authority with, if needed. We will then need to meet with the PENNVEST Finance team to discuss the disbursement and financial statement submittal process. We will schedule this meeting with PENNVEST over the next few weeks.

2023 LSA Grant Application

UPDATE: There was a CFA Board Meeting on May 21st, which SSM attended virtually to obtain updates on the grant application. It currently appears like they may be awarding the LSA Grants at the September 17th Board Meeting.

Lead Service Line Inventory

UPDATE: There is a requirement by the PA DEP to provide an inventory of the PCMA's water service lines in order to show the PA DEP that there are no lead-based (or lead-containing) water service lines within the system. This past month, we obtained copies of all of the leak reports in order to provide this inventory to the PA DEP by the October 16th deadline. SSM has provided the Authority with a proposal to prepare the GIS database for the water services and to show DEP where the water services have been replaced over the past 10 years or so. A proposal is also being forwarded for the GIS digitization of the water system.

Upon motion by Mike Flynn, seconded by Matt Gruber, and carried by all, the Board approved the proposal from SSM in the amount of \$10,700 (not-to-exceed) to do the Lead Service Line Inventory as required by PA DEP.

Jamie Lorah (SSM) provided a proposal from SSM in the amount of \$25,500 (not-to-exceed) for digitizing the PCMA's water system into a Geographic Information System (GIS) platform. The initial GIS geodatabase will be based on the American Realty Service plans dated from 1970. SSM would digitize assets such as pipes, hydrants, valves, and booster stations.

Upon motion by Mike Flynn, seconded by Jerry Weiss, and carried by all, the Board approved the proposal from SSM to update the GIS model with Digitizing of PCMA's water system in the amount of \$25,500 (not-to-exceed) and that is to include access for PCMA employees in the future.

David Mengel said the increase in his water pressure, that he talked about at the last meeting, has not happened again. David said he is getting cloudy water.

Upon motion by Jim Ridderhoff, seconded by Matt Gruber, and carried by all, the Board suspended the regular meeting at 7:26 p.m. and convened in Executive Session to discuss an employee matter and litigation for 200 Hatchet Cove.

Upon motion by Matt Gruber, seconded by Mike Flynn, and carried by all, the Board reconvened at 7:33 p.m. in regular session. The Board discussed an employee matter and 200 Hatchet Cove.

There being no further business, Matt Gruber motioned for adjournment, Mike Flynn seconded the motion, carried by all. Jim Ridderhoff adjourned the meeting at 7:34 p.m.

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