

Minutes of the May 24, 2018 Meeting  
Small Water Systems Technical Assistance Center (TAC)  
Advisory Board

A regular meeting of the TAC Board was called to order by Chairperson Serena DiMagno at 9:10 AM in Room 105 of the Rachel Carson State Office Building. The purpose of the meeting was to discuss draft forms for new regulatory provisions of the Disinfection Requirements Rule and the General Update and Fees regulation.

**The following Board members were present:**

Amy Batdorf, Pennsylvania Municipal Authorities Association (PMAA)  
Robert Boos, Pennsylvania Infrastructure Investment Authority (PIIA) – *via webinar*  
Doug Crawshaw, American Water Works Association (AWWA)  
Serena DiMagno, Water Works Operators Association of Pennsylvania (WWOAP)  
Jack Gombach, Pennsylvania Association of Realtors (PAR)  
Christine Maloni Hoover, Office of Consumer Advocate (OCA)  
Penny McCoy, Pennsylvania Rural Water Association (PRWA)  
Mary Roland, State Board for Certification of Sewage Treatment Plant & Waterworks Operators (SBCSTPWWO)  
James Steele, Pennsylvania Builders Association (PBA)

**The following Alternate members were present:**

Dennis Beck, Pennsylvania Association of Conservation Districts, Inc. (PACD)  
Chip Bilger, Water Works Operators Association of Pennsylvania (WWOAP)  
Christine Caldara Piatos, Center for Rural Pennsylvania (CRP)  
Jennifer Case, Pennsylvania Municipal Authorities Association (PMAA)  
Lisa Daniels, Pennsylvania Department of Environmental Protection (DEP)  
Sharon Fillmann, American Water Works Association (AWWA)  
Mary Gaiski, Pennsylvania Manufactured Housing Association (PMHA)  
Mike Kelly, Pennsylvania Department of Community & Economic Development (DCED)  
Seth Loht, RCAP Solutions  
Clint McKinley, Pennsylvania Public Utility Commission (PUC)  
Larry Miller, Pennsylvania Builders Association (PBA)  
Curt Steffy, State Board for Certification of Sewage Treatment Plant and Waterworks Operators (SBCSTPWWO)  
James Wheeler, Pennsylvania State Association of Township Supervisors (PSATS)

**The following Organizations were not represented:**

County Commissioners Association of Pennsylvania (CCAP)  
League of Women Voters, Pennsylvania  
Rural Utilities Services (RUS)

Members/alternates from 15 organizations\* were present; therefore, a quorum was achieved. (\*PRWA & PSATS arrived late and were not included in the agenda items that required a vote.)

**The following Department of Environmental Protection (DEP) staff were present:**

Jeff Allgyer, Bureau of Safe Drinking Water  
Jill Anderson, Bureau of Safe Drinking Water  
Kevin Anderson, Bureau of Safe Drinking Water  
Ed Chescattie, Bureau of Safe Drinking Water

Dennis Harney, Bureau of Safe Drinking Water  
Dawn Hissner, Bureau of Safe Drinking Water  
Wendy Lloyd, Bureau of Safe Drinking Water  
Bill McNamara, Bureau of Safe Drinking Water

**Non-Members present at the meeting:**

Dennis O'Connor, Philadelphia Water Department  
Christine Swailes, Suez Water Co.  
Matt Walborn, Western Berks Water Authority

**General Advisory Board business:**

Two items of general business were introduced prior to new business:

- The draft minutes from the March 29, 2018 TAC Board meeting were presented for discussion. No edits were noted. Mary Gaiski (PMHA) made a motion to approve the March 29, 2018 minutes; Mary Roland (SBCSTPWWO) seconded the motion. The motion passed by a unanimous vote.
- Vice-Chairs & Committee Chair elections:
  - The current Vice-Chairs (by member organization) are: AWWA, SBCSTPWWO, RCAP and PIIA. (AWWA's member & alternate had each been identified as separate Vice-Chairs.)
  - All 4 current Vice-Chairs acknowledged a willingness to continue to serve in their current capacity, including the committee assignment. DCED volunteered as the 5<sup>th</sup> Vice-Chair for the Ad Hoc committee. All 5 Vice-Chairs were individually re-elected by unanimous votes.
  - Committee assignments: All members agreed to remain on their current committees. AWWA requested to be added to the Ad Hoc Committee and SBCSTPWWO requested to be added to the Education, Training & Outreach Committee. Larry Miller made a motion to accept the committee assignments as noted. The motion passed by a unanimous vote.
- A change in the order of agenda items was noted. Form 3 (USSP & Certification Form) will be moved forward as the first form for discussion.

**Draft Form 3 – Uninterrupted System Service Plan (USSP) & Certification Form**

TAC requested clarification on the following issues:

- Water suppliers are required to use DEP forms.
- The USSP form is not submitted to DEP; only the certification form is submitted. The USSP form is kept on site (as part of the Emergency Response Plan) to be reviewed during an inspection.
- Small water systems will be allowed to use rental generators if they verify the availability of a rental unit as part of their USSP.
- How the USSP applies to consecutive systems with only 1 purchased interconnection.

TAC commented that this draft form seems to be beyond the scope of the regulation and expressed concern that there is now the expectation that every person has a service guarantee of quality and quantity. It was

noted that the existing emergency response plan requirements do not go into this level of detail specific to the resiliency provisions. Additionally, there is an existing regulatory requirement in 25 Pa Code 109.4 that water suppliers are required to effectively operate and maintain public water system facilities and to take whatever investigative or corrective action is necessary to assure that safe and potable water is continuously supplied to the users. The USSP form is intended for water suppliers to document how they are complying with these provisions in the event of an emergency.

**Draft Form 1 – Disinfection Requirements Rule (DRR) Sample Siting Plan & DRR Addendum to the RTCR Plan**

TAC offered the following comments on this draft form:

- Clarification that using a DEP form is NOT mandatory.
- TAC suggested that a separate DRR sample site plan form is not necessary - the DRR addendum is sufficient and should be the form that is finalized.

**Draft Form 2 – Comprehensive Monitoring Plan**

TAC offered the following comments on this draft form:

- Provide more general information on what is the expected out-come .
- Clarify what is needed to demonstrate that all sources are captured in entry point (EP) and distribution system monitoring.
- Provide examples of completed plans.

**Adjourn**

Chip Bilger made a motion to adjourn. The motion passed by a unanimous vote, and the meeting adjourned at 12:10 PM.