

HULMEVILLE MUNICIPAL WATER AUTHORITY  
**Meeting Minutes**  
**February 28, 2022**

The regular monthly meeting of the Hulmeville Municipal Water Authority was held on the above date at the Borough Hall, 321 Main Street.

**Authority Member's Present**

Kurt Ludwig, President  
Patricia Taggart  
Bert Wolfe

**Staff in Attendance**

Bill Wheeler, Borough Manager  
Dorothy Omietanski, Borough Secretary  
Pat Slater, Water and Sewer  
Mike Whittaker, Licensed Water Operator  
Sheri Wheeler, Water Meter Reader

**Authority Members Absent:** Joe Nocito and Mike Wasson

**Staff Absent:** Bob DeBias, Solicitor

**Authority Members Late to Arrive:** none

**Guests in Attendance:** none

**Call to Order:** Mr. Ludwig called the meeting to order; all those present joined in the Pledge of Allegiance.

**Public Comment:** none

**Minutes:**

**Motion made by Mr. Wolfe seconded by Ms. Taggart to approve the minutes of January 24, 2022; Motion passed with all in favor 3-0-0.**

**Water and Sewer Clerk:** no report

**Water Meter Reader:**

- Meter Replacement – Sheri submitted a new list of meter replacements. There are some phone numbers missing on the new report that she will need assistance in finding.
- Meter Leaks – Some of the new meters are leaking which is a known issue. Bill Wheeler had a meter leaking and it has been replaced.
- 304 Main St – The resident of 304 Main St contacted Sheri to request to have one EDU charge removed from their water and sewer bill. Since the last flood the apartment the resident had on the property is no longer there. The property is now one residence now so they would like to pay just one EDU.
- 111 Green Street – Currently the new home at 111 Green Street is receiving one minimum bill from the Authority. Ms. Slater will need the meter number for the new

home and once sold will start to be charged usage. Ms. Slater will also need the information on the second home once it is built.

- New Construction Meter Process – Ms. Wheeler asked if there is a current process for assigning and tracking meters for new construction. The tapping fee goes through the Borough who gives permission to add an EDU to a property. Currently the plan for the Black Property is to have 84-110 EDU's installed. Before the new construction of the Black Property there should be a process in place to track meter information and make sure the appropriate information is disseminated.
- Billing Issue – Ms. Wheeler is still having issues with either Munibilling or Rio with regards to reading or recording data correctly. She has had several meetings with both companies. The last meeting lasted 2 hours and still there has been no resolution to the issue. Both companies seem to be blaming the other for the issue. Bill Wheeler offered to take a look at the hardware and software that Ms. Wheeler uses and see if he can assist her with the issue.

### **Water Operator Report:**

- Lead and Phosphate Testing – Mr. Whittaker informed the Authority that bottles will be arriving for the Lead and Phosphate testing program that occurs every three years. Mr. Whittaker asked to be contacted when the bottles arrive so he can distribute them to residents.

**Bills:** Mr. Ludwig presented the following bill to be paid: PA Municipal Authorities Assoc 2022 Membership Dues \$419.66.

**Motion made Mr. Wolfe by and seconded by Ms. Taggart to pay the bill; motion passed with all in favor 3-0-0.**

**Correspondence:** none

### **New Business:**

- Bids for Water Meter Replacement and Software – Rio is part of Costar, a state run site that offers townships discounts. Mr. Ludwig asked Carroll Engineering to contact Rio to ask if the discount on Costar just applies to the purchase of the meters or would it also include a discount on installation. If the discount does not include installation, then Mr. Ludwig will ask Mr. DeBias if the Authority will need to bid the installation work or could it fall under proprietary. If the Authority bids the work the agreement would have to be contingent that they must use Rio software and meters. The goal is to have the whole borough using the same meters so that Ms. Wheeler's job would be more efficient.

### **Old Business:**

- Lining Project Status – Mr. Ludwig is still waiting to hear from Carroll Engineering regarding the lining project. Carroll Engineering is currently investigating alternative companies to complete the work. The project costs will be significantly higher and

materials are currently very hard to obtain. The original project cost was estimated at \$12,900 and Mr. Ludwig believes it will now be twice that cost, which will require the Authority to bid the project.

- Re-Institute Late Fees, Penalties and Interest on Bills – Kurt Ludwig asked the Authority members if the late fees, penalties and interest on the bills be re-instituted now that COVID has reduced significantly. Pat Slater has had no one contact her claiming hardship since the outbreak of COVID. It was never announced to the residents that late fees, penalties and interests were waived. Ms. Slater is comfortable handling any calls that may occur due to the update in the policy.

**Motion made by Mr. Wolfe and seconded by Ms. Taggart to reinstitute late fees, penalties and interest on the Authority bills beginning with the first quarter bills of 2022; motion passed with all in favor 3-0-0.**

- Sewer Lateral Vent Caps – Mr. Ludwig is still waiting on information from Carroll Engineering regarding the sewer lateral vent caps. Mr. Ludwig does anticipate that this program will have to be a house-by-house determination as to the type of cap needed for each property in need.
- Payment Plan Accounts – Mr. Ludwig and Ms. Slater will need to sit down and review all accounts on the payment plans and determine where each account stands. Specifically, Mr. Ludwig will review all the communications sent to the owner of the Bellevue Ave homes and review the agreement they signed with the Authority. Mr. Ludwig would also like to take to Tom Wheeler and Mr. DeBias to see where the Borough stands with regards to the Bellevue properties before proceeding.
- Water Sewer Flow – The last two bills have shown the Borough's water flow to be 100% of the water usages. The goal is to reduce it to 80%. Mr. Whittaker stated that since Hurricane Ida the water tables have been lower. Mr. Whittaker believe the storm cleaned the ground and the water flow in the area has improved.
- PLGIT – Council has asked the Authority to increase the PLGIT account from its current balance of \$221,000 to \$300,000. Mr. Ludwig stated the Authority may have extra funds this year to put into PLGIT due to the fact that most maintenance projects are complete and the meter replacement program is being funded by the Borough through the COVID grant monies. If the money cannot be replenished with current funds, then the Authority may have to consider raising rates.

**The meeting was adjourned at 8:40 pm; motion made by Ms. Taggart seconded by Mr. Wolfe; carried 3-0-0.**

Respectfully Submitted

Dorothy Omietanski  
Hulmeville Borough Secretary