

HULMEVILLE MUNICIPAL WATER AUTHORITY
Meeting Minutes
October 24, 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
Mike Wasson

Staff in Attendance

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

Authority Members Absent: Joe Nocito

Staff Absent: Bob DeBias, Solicitor

Authority Members Late to Arrive: none

Guests in Attendance: Tom Wheeler

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 Ms. Slater seconded by Mr. Wolfe to approve the minutes of September 26, 2022; Motion passed with all in favor 4-0-0.

Water and Sewer Clerk:

- Payment Plan Accounts – A few of the accounts that are new to the payment plan process are paying their monthly payments but may not be paying the current quarterly charges. The quarterly bills are due on Sunday and Ms. Slater has not received the payment yet from a select few payment plan accounts.
- Water Test – Pat Slater inquired as to who is responsible to test the water at the Shore Club since they run off well water. Mr. Ludwig will talk to the owners and see if they know they need to test the water. Mr. Ludwig will also bring the issue to councils' attention. Pat Slater does recall testing the Black property's well every year.

Water Meter Reader:

- Meter Replacement Project – No update on the meter replacement project. Ms. Wheeler did reach out to the supplier in June, July and August. On August 2nd Ms. Wheeler did receive an email from them, then nothing after that.
- Meter Reading – December is the next meter reading. Since the meters have not been replaced yet, Ms. Wheeler will be doing readings by golf cart.

Water Operator Report:

- Water Testing – The lead and cooper testing all came back good.
- Drought Watch – Mr. Ludwig received a drought watch notice right before the heavy rain came. The Borough does have a drought plan in place but due to the heavy rain it did not need to be put in action.

Bills: Mr. Ludwig presented the following bill to be paid:

- Carroll Engineering \$1,116.38

Motion made by Mr. Wasson and seconded by Mr. Wolfe to pay the bills; motion passed with all in favor 4-0-0.

Correspondence: none

Old Business:

- Payment Plans and Delinquent Account Update – Every customer who was delinquent has either cleared their account or has gone on a payment plan. The accounts on Bellevue Ave. are the only accounts running on a handshake agreement and may need to move to a signed agreement. The owner of the Bellevue Ave accounts according to Ms. Slater usually sends \$200 payment per account each quarter, which is more than their quarterly usage. Ms. Taggart feels the owner should be on a payment plan and made to pay more toward their balance. Mr. Ludwig will ask council how they feel they should proceed with this account.
- Vent Cap Inspection Project – Mr. Ludwig has a list of all sewer customers in the Borough which he distributed to all the Authority members. He is suggesting they divided the accounts up between themselves. Everyone inspecting needs to find the caps making note of its location, determine what condition the caps are in, and make note of contact information for the property. Mr. Ludwig has also received a handful of emails from residents wondering when someone is coming to their property to inspect their cap. Mr. Ludwig took three pages and asked other members to each take two pages. Tom Wheeler wondered if this task is going above and beyond the call of duty for the Authority members. Tom Wheeler suggested maybe the Authority should hire someone for the task. The Authority members agreed in hiring someone for the task. Mr. Ludwig is going to table this project and look into the possibility of hiring someone to do the

inspections. Mike Whittaker suggested reaching out to the meter replacement company to see if they provide a service. Mr. Ludwig will ask Steve Hartman if he knows someone who would do the inspections. Ms. Taggart offered to go to the residents who responded to the inspection flyer to inspect their caps. Sherri Wheeler will inquire with the installer.

- Repairs – Mr. Ludwig is going to talk to Carroll Engineering regarding revising the list of repairs now that all high-level repairs have been completed and the medium level repairs are currently being addressed. Mr. Ludwig would like Carroll Engineering to reprioritize the items that are left on the list.
- Revising Billing System – Ms. Taggart would still like to consider revising the sewer bill to reflect water usage. Ms. Slater explained it would take a lot of work to convert the system. Many accounts have one water meter but many EDU's. Bill Wheeler suggested converting to one water and one EDU bill regardless of how many apartments there are at the residence. Ms. Slater also pointed out that there are many customers who are sewer only and she does not have their water usage. Mr. Ludwig will contact BCWSA to see if they would provide that information to Ms. Slater. Ms. Taggart would like to talk more at future meetings regarding this matter.

New Business:

- BCWSA 2023 Budget – October 1st BCWSA notified every one that there would be an increase going into effect January 1st but did not state how much.
- Change of Address – The address for tax map parcel 16-005-010 will be changed from 520C Main St to 524 Main St. Both addresses should have an A & B. Mr. Ludwig will forward the change information to Ms. Slater so she can make the adjustments to the accounts.
- PA One Call Marking Services – Because the Borough owns their water and sewer system any One Call that comes in is the Authorities responsibility to respond to. The Authority must mark the utilities whenever someone wants to dig on a property or in roadway. Currently the Authority is not doing their job and not responding to these calls. Bill Wheeler contacted two companies who provide this service BCWSA and PUE (Private Utility Enterprise). Pennel Borough uses PUE for their system. Bill Wheeler received quotes from both companies. BCWSA stated they would charge the Authority \$100/hour and \$150/hour for overtime to handle the One Calls. PUE would charge the Authority \$55/hour to respond to the One Calls. Bill Wheeler stated that the Authority usually receives less than 100 calls a year so if they went with the lower cost and used PUE the cost of the service would be \$5,500 per year. One benefit of using BCWSA is they would have copies of the system already but if the Authority chose to use PUE copies of the system would need to be provided to them. Bill Wheeler also pointed out that PUE may also be able to do the sewer cap inspections. Authority agreed in hiring PUE for the One Calls. Bill Wheeler will still receive the requests then forward them to PUE so he can track the number of calls the Authority will be billed for. Mr. Ludwig will try to obtain an electronic copy of the system preferable in CAD. He may have a copy on file and if not, he will reach out to Carroll Engineering.

Motion made by Ms. Taggart and seconded by Mr. Wolfe to sign a contract with PUE for the PA One Calls; motion passed with all in favor 4-0-0.

- Grant Opportunities – Bill Wheeler is going to apply for a grant that could cover the cost of the meter replacement. If the Authority receives the grant, they will transfer the money the Borough gave them for the project back to the Borough.

The meeting was adjourned at 8:21 pm; motion made by Mr. Wasson, seconded by Mr. Wolfe; carried 4 -0-0.

Respectfully Submitted

Dorothy Omietanski
Hulmeville Borough Secretary