

**Work Session Meeting Minutes
September 17, 2018**

A work session 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, Bert Wolf, Joe Nocito and Patricia Taggart.

Authority Member's Absent: Minnie Nocito

Staff In Attendance: Dorothy Omietanski, Borough Secretary and Sheri Wheeler, Water Reader Meter.

Other's in Attendance: Tom Wheeler and Mayor Mahon

Call to Order: Mr. Wheeler called the meeting to order at 7:10 pm; all those present joined in the Pledge of Allegiance.

Water Shut Off Policies:

- Residents whose accounts are currently at zero balance who in the future become delinquent – If a customer goes three quarters without payment on either or both water and sewer the customer will receive a water shut off letter. In order to avoid their water being shut off the customer will need to pay 50% of what is outstanding, and agree to a payment plan for the remaining balance.
- Residents whose accounts are currently overdue – Residents who currently owe the authority money for either or both water and sewer will need to agree to a payment plan based on the amount outstanding. Their plan will be a quarterly payment based on their current usage plus a monthly payment that will work toward paying their debt. If the customer misses any payments their water will be shut off and they will need to pay their balance due in full in order to have the service turning back on.
- Announcement of new policies – The new policies will be announced in an upcoming bill.
- Payments – Inverse Paradox is a company who just moved into Johnson Hall. They said they could get the borough set up to accept credit card payments. The fee for making a credit card payment will be billed to the customer.
- BCWSA – BCWSA has already signed an agreement to shut off customers water on behalf of the borough. Mr. Ludwig will contact them to see if they have sample shut off letters and see if they could also handle posting the shut off announcements at customers home.
- Ad hoc Committee – Mr. Wheeler said he would get two council members along with two Authority members to create an ad hoc committee to make decisions on customers who need to be placed on payment plans.

The meeting was adjourned at 8:00 pm; motion made by Ms. Taggart seconded by Mr. Nocito; carried 4-0-0.

Respectfully Submitted

Dorothy Omietanski,
Hulmeville Borough Secretary

HULMEVILLE MUNICIPAL WATER AUTHORITY
Meeting Minutes
September 24, 2018

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

Authority Member's Present

Kurt Ludwig, President
Bert Wolfe

Staff in Attendance

Mike Whittaker, Licensed Water Operator
Dorothy Omietanski, Borough Secretary
Sheri Wheeler, Water Reader Meter

Authority Members Absent: Patricia Taggart, Joe Nocito and Minnie Nocito

Staff Absent: Pat Slater, Water and Sewer Clerk

Guests in Attendance: Mayor Mahon, Tom Wheeler and John Swenson

Call to Order: Mr. Ludwig could not call the meeting to order due to lack of quorum.

Minutes:

Bills: none

Public Comment: none

Water and Sewer Clerk: no report

Water Meter Reader: no report

Licensed Water Operator:

- 912 Walnut Street – The resident of 912 Walnut Street contacted Mr. Ludwig who passed on the information to Mr. Whittaker regarding debris in his water. He is claiming the debris has been an issue for a couple of months and it was so bad it clogged his water filter. Mr. Ludwig has not received any other complaints on the block. Mr. Wheeler pointed out that he believes 912 Walnut is a BCWSA customer. Mr. Ludwig will call the resident again to confirm that he is a BCWSA customer, and Mr. Whittaker will make sure Glen from BCWSA follows up with the customer as well.

Carroll Engineering:

- Sewer Connections – Mr. Swenson confirmed that BCWSA did send a letter to the borough stating that the 2015 sewer connections were released to everyone and the 2016 and 2017 sewer connections for Hulmeville Borough were released. The DEP is requesting documentation updating them on the status of each boroughs Act 537 plan before they will release the 2018 sewer connections. The DEP will be looking to see that

lateral inspections are being conducted. Mr. Swenson has found across the board that lateral and sump pump inspections have been the largest issue with regards to water flow. Carroll Engineering can conduct lateral inspections without ever entering the resident's home. They do the inspections from the vents conducting a visual inspection without video. Mr. Swenson is encouraging the borough to distribute a letter announcing voluntary sump pump and lateral inspections. Mr. Whittaker believes over half of the community will allow the inspections.

- Manhole Repairs – There are still three manholes that need to be completed before the first phase is done. The manhole at the 200 block of Main Street needs PENDOT's involvement which may be costly so that will be carried into phase two and may extend the entire project into three phases. The other three manholes require work on the seals and once the work is completed someone from Carroll Engineering will inspect the work. Mr. Swenson told the borough to wait until the work is completed from the first phase before proceeding to the next. Mr. Swenson anticipated the work being done by the next months meeting. The next phase Mr. Swenson recommended gathering quotes in January for work to start in February or March.
- Video Inspections – The video inspections are scheduled to start next year around August and into the fall. Mr. Ludwig reminded Mr. Swenson that the company who does the inspections needs to have the ability to video 6-inch lines.
- Meter Reading BCWSA – The issue concerning the meter reading at 1601 and 1602 has been corrected. BCWSA confirmed that the meter was not taking accurate information and they revised a way to meter the flow. Since the change the boroughs flow is now larger, however that number made the peak factor lower. The peak factor went from 7.4 down to a 4 the goal is to be at a 2.
- BCWSA Law Suit – The city of Philadelphia has deferred invoicing BCWSA until the end of 2018. Without an invoice BCWSA cannot appeal the matter until they receive the invoice. Once the appeal is sent the money from the payment of the invoice is placed into escrow until the issue is worked out. BCWSA has to pay the bill then contest it. Mr. Swenson believes the appeal will be resolved quickly and the borough will not see any fees from this matter until at least 2019.

Old Business:

The meeting ended at 7:50 pm.

Respectfully Submitted

Dorothy Omietanski,
Hulmeville Borough Secretary