

HULMEVILLE MUNICIPAL WATER AUTHORITY
Meeting Minutes
October 29, 2019

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
Mike Wasson
Patricia Taggart

Staff in Attendance

Sheri Wheeler, Water Reader Meter
Dorothy Omietanski, Borough Secretary
Pat Slater, Water and Sewer Clerk

Authority Members Absent: Joe Nocito

Staff Absent: Mike Whittaker, Licensed Water Operator

Authority Members Late to Arrive: none

Guests in Attendance: Mayor Mahon

Call to Order: Mr. Ludwig called the meeting to order at 7:07 pm; all those present joined in the Pledge of Allegiance.

Public Comment: none

Bills: Mr. Ludwig presented bills to be paid: Carroll Engineering for \$1,010.75, \$1,108.30, \$602.36 and \$1,249.34, BCWSA for \$4,430.88, and Standard Pipe Service for \$15,295.00.

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

Water and Sewer Clerk:

- Update – Ms. Slater provided Mr. Ludwig an up to date status on all accounts that are on payment plans.

Water Meter Reader:

- Meter Replacement – Ms. Wheeler has received no calls regarding issues with new meters. She will be contacting BCWSA to see if they have replaced any meters recently. The Authority did receive three bills from BCWSA for all meters replaced from 2017-September 2019. The bills were for 49 meters and totaled \$16,300.

Licensed Water Operator: no report

Water Shut Off Policy:

- Shut Off Notices – Last month there were 5 customers in danger of having their water shut off. Before the actual resident postings the list had reduced to three customers. Originally BCWSA agreed to do both the postings and the shut off, however after a lot of back and forth BCWSA decided they would only do the shut off and the door postings would be the Borough's responsibility. Mr. Ludwig and Chief Baran did the water shut off postings together. Mr. Ludwig printed the signs; they posted them and took a picture of the posting. Right before the shut off was scheduled to take place all three accounts paid and a shut off was avoided.
- Current Status on Accounts – The October payments were due on the 14th of the month and currently there are 4 customers who have not paid. None of the four customers are the ones from last month. Also, only a few have made their quarterly payment, which is due the end of this week. Mr. Ludwig is going to wait till the end of the week then will proceed with shut off postings to all who have not made payments. Included in the list will be the Woodruff's who had a scheduled meeting with the Authority, but due to health issues cancelled the meeting. The Woodruff's did say they were going to mail a check for the month, however to date a payment has not been received.

Correspondence:

- Certificate of Liability Insurance – Mr. Ludwig received a certificate of liability insurance for Sewer Specialty Services to cover the video work they will be completing for the Authority.
- BCWSA Budget 2020 – Mr. Ludwig received the budget for BCWSA and they stated that their will be no increase in rates for 2020.

Old Business:

Motion made by Ms. Taggart and seconded by Mr. Wolfe to authorize Mr. Ludwig to sign the agreement with Sewer Specialty Services Co to complete video work of the sewer system in the Borough; motion passed with all in favor 4-0-0.

New Business:

- Vent Cap Inspection – Mr. Ludwig suggested the next project for the Authority is a vent cap inspection. He suggested the Authority could provide the caps and the residents would pay for installation of the cap.
- Lateral Inspections – After the videoing is completed the Authority will need to start drafting a lateral inspection policy.
- Budget – Mr. Ludwig anticipates that water and sewer fees will need to be increased next year. The Authority needs to start working on the budget earlier and may need to use work sessions to get it done.
- Online Account Access – Ms. Slater needs to be able to access the Authority bank account on line in order to keep track of on line payments.

- Meeting Schedule – Ms. Omietanski distributed the meeting schedule for next year. The Authority members approved the scheduled dates.

The meeting was adjourned at 8:25 pm; motion made by Ms. Taggart seconded by Mr. Wasson; carried 4-0-0.

Respectfully Submitted

Dorothy Omietanski,
Hulmeville Borough Secretary