

HULMEVILLE MUNICIPAL WATER AUTHORITY
Meeting Minutes
June 24, 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
Patricia Taggart
Mike Wasson

Staff in Attendance

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

Authority Members Absent: Joe Nocito

Staff Absent: Pat Slater, Water and Sewer Clerk

Guests in Attendance: Steven Hartman, CEC and Tom Wheeler

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

Minutes:

Motion made by Mr. Wolfe seconded by Ms. Taggart to approve the minutes of May 22, 2019; Motion passed with all in favor 4-0-0.

Carroll Engineering:

- Manhole Repairs – Carroll Engineering will set up a preconstruction meeting and will inform Mr. Ludwig of the date. They will plan to do a spot inspection after each manhole repair is completed. Bonds will need to be collected for the project.
- Sewer Televising – Carroll Engineering is putting the plan together for televising sewers throughout the borough. The 6-inch part of the system that was not inspected last time needs inspection and will be in the specifications for bids. Carroll Engineering will post bids on Penn Bid and will open the bids at their office with online viewing. They will not include manhole inspections in the bid and a spot inspection of the general work will be sufficient. Carroll Engineering will also need to set up a pre-bid meeting at the Borough Hall.
- Metering – Carroll Engineer confirmed with BCWSA that they complete regular audits on the metering systems in the Borough. Carroll Engineering will get the most recent audit that is being finalized right now. If the data is accurate the extra high flow is pointing toward sump pump issues in resident's homes. Carroll Engineering reminded the Authority that in 2017 DEP noticed an issue with the Middletown meter and the Borough

meter. Adjustments were made and the result was more flow given to the Borough. The flow has always been a little high, however last two years it is very high. The rainfall has been very high the past two years, but the flow levels shouldn't be this high even with the high levels of rain the area has received.

Bills: Mr. Ludwig presented two bills to be paid: Carroll Engineering for \$511.25 and reimbursement to Mr. Ludwig for envelopes and certified letter mailing \$107.79.

A motion made by Mr. Wolfe seconded by Mr. Wasson and carried unanimously to approve the bills; motion carries 4-0-0.

Water and Sewer Clerk:

- On Line Payments – Ms. Slater forwarded a few questions to Ms. Wheeler to bring up at the meeting tonight. She needs to obtain access to the Authority bank account so she can check on line payment postings. She does not know when to post the payment - when the customer makes the payment or when the amount is posted to the bank. The last question she has is when is the 3% fee taken out. It is not clear to her if the percent is taken out before the amount is posted or does she need to take the 3% out.

Water Meter Reader:

- Belt Clip – The belt clip broke and needed to be repaired in order for the meter to work. The cost for repair is \$114.00 and she currently has a loaner device until it is repaired which should take about a month and half.
- Meter Replacement – To date 90 meters have been replaced and approximately 200 more need to be replaced. Several meter replacements that have been done are important replacements – Uncle Bobs Glass, a resident on Webster Ave and new home on Ford Ave. The Authority still has not received a bill for the meters that have been replaced. Ms. Wheeler will contact the company again to try to get them to send the Authority a bill for work completed.

Licensed Water Operator: no report

Water Shut Off Policy:

- Certified Mailing – Ms. Taggart and Mr. Ludwig completed the certified letters and put them in the mail 6/17. Twenty-four letters were sent and out of those letters 2 paid in full, 4 agreed to a payment plan and 8 called but did not agree to a plan. Ten did not respond and two of them refused to sign for the letter. On 6/27 the 45 day countdown to shut off will start on those customers who have not responded.

Correspondence: none

Old Business:

- BCWSA Insurance – Ms. Taggart is going to call BCWSA to see if they can provide the Authority with a list of residents in the borough who are on the insurance program and also find out why they are not offering the program anymore.

The meeting was adjourned at 8:35: pm; motion made by Mr. Wasson seconded by Ms. Taggart; carried 4-0-0.

Respectfully Submitted

Dorothy Omietanski,
Hulmeville Borough Secretary