

HULMEVILLE MUNICIPAL WATER AUTHORITY
Work Session Meeting Minutes
May 9, 2022

The work session 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
Mike Wasson
Bert Wolfe

Staff in Attendance

Bill Wheeler, Borough Manager
Dorothy Omietanski, Borough Secretary

Authority Members Absent: Patricia Taggart and Joe Nocito

Staff Absent: Bob DeBias, Solicitor, Mike Whittaker, Licensed Water Operator, Pat Slater, Water & Sewer Clerk and Sheri Wheeler, Water Meter Reader

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

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

- Kurt Ludwig \$12.18 for USPS reimbursement
- Chapter 109 Safe Drinking Water Annual Fee \$1,000

Motion made by Mr. Wolfe and seconded by Mr. Ludwig to pay the bills; motion passed with all in favor 3-0-0.

Old Business:

- Change in Water and Sewer Rate – Mr. Ludwig explained that the Authority can change water and sewer rates at any time not just at time of a new budget. Right now, Mr. Ludwig feels there is no need for a rate increase. The Authority is at the end of the repair cycle and the sewer bills have been lower. According to Mr. Whittaker, who audits the

system every year, the system is in an appropriate range which means the system is not losing water. The sewer flow to water usage for February was 114% and March 107%. The Authorities goal is to get the sewer flow to water usage to 80%, but that requires addressing issues with the homeowners like laterals and sump pumps.

- Tying Sewer Rates to Water Usage – Mr. Ludwig suggested the Authority hold off considering tying sewer rates to water usage until all the meters have been replaced which would provide the Authority more accurate numbers to work off of. If the Authority does decide to bill sewer rates based on water usage, they will have to coordinate with BCWSA for the sewer only accounts. Consideration would also have to be made as to whether going to a monthly billing cycle would be better for the customer. Monthly billing cycle would add more cost in paper, postage and processing.
- Rio Bid for Water Meter Installation, Software and Training – Mr. Hartman and Mr. DeBias met and discussed what the meter replacement work should be considered and they both agreed the work is maintenance. Since it is maintenance, the Authority would not be required to pay prevailing wages.
- Update Mr. Rehab Lining Work – Mr. Ludwig received an updated quote from Mr. Rehab which includes prevailing wages and lining work from manhole to manhole on Trenton Rd. The new price is \$1,500 lower than the original quote at \$28,988. Bill Wheeler pointed out that the contract states the Authority is responsible for disposal of all waste material. Mr. Ludwig does not believe there will be any waste, but he will double check with Carroll Engineering.

Motion made by Mr. Ludwig and seconded by Mr. Wolfe to approve Mr. Rehab to start the lining work at a cost of \$28,988; motion passed with all in favor 3-0-0.

- Letter Update – Mr. Ludwig received two responses to the letters he sent out. One resident agreed to go on a payment plan. The other refused to accept the bill at all. The resident is a new owner of the property 856 Birch Ave and is under the impression that their sewer bill comes from BCWSA. Mr. Ludwig did contact BCWSA and they did confirm that they only service the account for water. Mr. Ludwig is also confused as to how the house changed ownership without the Authority being notified and the sewer bill being paid in full. Mr. Ludwig will need to discuss the matter with Mr. DeBias.

New Business:

- 2022-23 Budget – Mr. Ludwig reviewed the budget with the members. He suggested the salaries be increase by 5%, engineering reduced by \$2,000, maintenance reduced by \$4,590 and I & I reduced by \$2,000. The new total expenses would be \$305,606 which is a reduction of \$7,394 mostly due to the meter replacements being completed and no major projects planned. On the deposit side Mr. Ludwig suggested the agreements be

reduced by \$4,000 due to customers paying their balances in full. The total deposits will be set at \$336,250. The Authority has a goal of depositing \$20,000 back into PLGIT leaving the final net at \$10,644. Mr. Ludwig explained to the Authority members present at the next meeting all votes will need to be ratified. He will have the budget ratified separate from the other motions.

Motion made by Mr. Ludwig and seconded by Mr. Wolfe to approve the 2022-23 budge; motion passed with all in favor 3-0-0.

The meeting was adjourned at 8:20 pm; motion made by Mr. Wasson, seconded by Mr. Wolfe; carried 3-0-0.

Respectfully Submitted

Dorothy Omietanski
Hulmeville Borough Secretary

HULMEVILLE MUNICIPAL WATER AUTHORITY
Meeting Minutes
May 23, 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
Sheri Wheeler, Water Meter Reader
Mike Whitaker, Licensed Water Operator

Authority Members Absent: Joe Nocito

Staff Absent: Bob Debias, Solicitor, Pat Slater, Water & Sewer Clerk and Dorothy Omietanski, Secretary

Guests to Attendance: Sean Rodgers, Rio Supply

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. Wasson seconded by Bert Wolfe seconded to approve the minutes of April 25, 2022; Motion passed with all in favor 4-0-0.

Motion made by Mr. Ludwig seconded by Bert Wolfe to approve the minutes of the work session of May 9, 2022; Motion passed with all in favor 4-0-0.

Water and Sewer Clerk: none

Water Meter Reader Report:

- Meter Issue – The meter at 404 Main Street is not reading remotely. Pat has been estimating the usage, so Sheri recently read the meter manually. Pat's estimate is approximately twice the actual usage.

Water Operator Report:

- Water Testing – Mr. Ludwig received an email from DEP about testing for asbestosis in the water. Christina Kissler from MJ Reider will be taking the samples and sending it in

by end of year. Also, the bottles Mr. Whittaker uses for lead and copper testing will be delivered to Borough Hall.

Bills: Mr. Ludwig submitted one bill for payment from Carroll Engineering in the amount of \$1,396.50.

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

Correspondence: none

Old Business:

- Meter Replacement Project - Sean Rodgers from Rio Supply, along with Steve Hartman and Sheri Wheeler reviewed the new software that will be arriving with the new meters. There will be 185 meters that will be replaced and Mr. Rodgers explained the process. The new software that will be used is called Neptune 360. The Neptune meters are made in America and the company is 140 years old. The life expectancy of a meter is 15-20 years. Lenengan Plumbing in Ocean City NJ will be doing the meter replacement. Mr. Rodgers explained they have two employees that will be completing the work and they should have 185 meters done in 2 weeks. Mr. Ludwig will send out mailers on letterhead informing the residents of what is taking place and how to contact them to schedule an appointment. Ms. Wheeler will be using a Samsung Galaxy A7 tab as her new reader. The meters, installation, software, and training cost is \$72,266. Mr. Rodgers also discussed how to get rid of our old meters, including approximately 20-30 meters in the basement. They have a buyback program the Authority could take advantage of. Billing for the meter replacement work, will be done in two payments. This week Ms. Wheeler will send to Mr. Rodgers the list of meters to be replaced.
- Mailing – Another person contacted Mr. Ludwig to pay their account balance. Also, the church on Green Street was unaware that their account was delinquent. The church was told to call Pat Slater to get the correct amount owed. As of this meeting, no contact has been made. The resident at 856 Birch Avenue recently sold to Patrick Callan and is a sewer only customer. Mr. Ludwig talked to the new owner 3 weeks ago and he told Mr. Ludwig he was a BCWS customer and did not need to pay the Authority bills. This is incorrect so Mr. Ludwig spoke with Bob DeBias regarding the situation. Mr. Ludwig will be sending a letter recapping the conversation and that if they do not pay their bill their water will be turned off.

The meeting was adjourned at 8:58 Mr. Wasson motioned and was seconded by Mr. Wolfe; carried 4-0-0

Respectfully Submitted

Patricia Taggart