

HULMEVILLE MUNICIPAL WATER AUTHORITY
Meeting Minutes
March 25, 2024

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

Doug Harris, President
Patricia Taggart, Vice President
Mike Wasson

Staff in Attendance

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

Authority Members Absent: Joe Nocito and Bert Wolfe

Staff Absent: Mike Whittaker, Licensed Water Operator

Authority Members Late to Arrive: none

Guests in Attendance: Tom Wheeler

Call to Order: Mr. Harris called the meeting to order at 7:04 pm; all those present joined the Pledge of Allegiance.

Public Comment: none

Minutes:

Motion made by Mr. Wasson seconded by Ms. Taggart to approve the minutes of February 26, 2023; Motion passed with all in favor 3-0-0.

Water and Sewer Clerk:

- Updated Accounts – Ms. Slater updated the 93 accounts that received new meters with the new meter numbers.
- Payment Plans – Bill Wheeler distributed a payment plan summary and a delinquent account summary to each member to review. With regards to the payment plan accounts, eleven accounts have paid in full, and Bill Wheeler will send them each a thank you letter confirming their account is up to date. Out of the delinquent accounts that have been sent letters 4 accounts paid in full and 4 accounts will be put on a payment plan. The six accounts that did not respond to the first letter will receive a second letter threatening water shut off if they do not respond. Rental properties need to be discussed with Tom Panzer to determine how to proceed with water shut off. Bill Wheeler will meet with Mr. Panzer and report back to the Authority. Mr. Harris would like to set up the state assistance program. Ms. Omietanski explained that she and Bill Wheeler tried two years ago to get it set up. The issue is with the IRS determination letter. The IRS refused to provide a letter needed to set up the program because the Authority cannot confirm who established the account. Bill Wheeler will try to call the IRS again.

Water Meter Reader:

- Meter Replacement – The company replaced 93 meters and have 85 left to replace. Ms. Wheeler is reading the meters this week. The company should come back at the beginning of April to finish the project. Ms. Slater noticed a lot of the ones left are renters. Ms. Wheeler is not sure if the letters went to the landlord or tenant. Another letter needs to be sent out to anyone who still needs their meter replaced. If the resident does no response to the second letter another letter will be sent threatening to shut off water if the meter is not replaced.

Water Operator Report: no report

Bills: Mr. Harris presented sixteen bills to be paid.

Motion made by Ms. Taggart and seconded by Mr. Wasson to pay the bills dated 3/21/24; motion passed with all in favor 3-0-0.

Correspondence: none

Unresolved Business:

- ID Badge – Bill Wheeler distributed a sample copy of an ID badge. The only suggested change was to add a phone number and make the URL code take you to the Authorities website. Bill Wheeler will order one sample for Sheri Wheeler.

New Business:

- Old Ordinances – Bill Wheeler came across three old ordinances for the Authority. One was for the creation of the Authority, a second was for lowering of the rates and a third was for an agreement between the Borough and the Authority, for the lease of the system to the Borough for 40 years which has since expired. Tom Wheeler explained that now the borough owns the system and no longer leases it.
- Contacting Steve Hartman Carroll Engineering – Mr. Harris would like to call Mr. Hartman to review any federal or state requirements that the Authority should be aware of to be working on. Ms. Taggart brought up flushing the hydrants, which has not been done for some time. Bill Wheeler explained that it is not a simple process anymore. The water needs to be dechlorinated. The valves and connections should also be tested. Ms. Omietanski stated that the next project on the Authorities to do list was vent cap inspections.

The meeting was adjourned at 8:30 pm; motion made by Mr. Harris, seconded by Ms. Taggart; carried 3-0-0.

Respectfully Submitted

Dorothy Omietanski
Hulmeville Borough Secretary