

HULMEVILLE MUNICIPAL WATER AUTHORITY  
**Meeting Minutes**  
**June 24, 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  
Bert Wolfe  
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:** Patricia Taggart, Vice President and Joe Nocito

**Staff Absent:** Mike Whittaker, Licensed Water Operator

**Authority Members Late to Arrive:** none

**Guests in Attendance:** none

**Call to Order:** Mr. Harris called the meeting to order at 7:01 pm; all those present joined the Pledge of Allegiance.

**Public Comment:** none

**Minutes:**

**Motion made by Mr. Wasson seconded by Mr. Wolfe to approve the minutes of May 20, 2024; Motion passed with all in favor 3-0-0.**

**Water and Sewer Clerk:**

- Mike Whitaker gave Pat Slaters inserts for the next quarterly bills with information regarding the water quality report he submitted.

**Water Meter Reader:**

- Meter Readings - Ms. Wheeler will be reading the meters this week for the quarter
- Meter Replacement Program – The meter installers are planning to come back in August to finish the project. They are giving the Borough three days to complete the work. Ms. Wheeler needs a letter for the residents left to have their meters replaced. She would like to have it ready for when the dates are confirmed. Bill Wheeler and Sheri Wheeler will draft a letter and send it to the plumber to send out on the Borough's behalf. Another issue that needs to be addressed is having the meter size for every resident in the billing system. According to Ms. Slater there are only two size meter options on the current

software program. Bill Wheeler suggested having a conference call Thursday with Rio and Munibilling separately to determine exactly what each company needs to get the new software program up and running. Bill Wheeler and Sheri Wheeler will be on the call.

- 207 Ford Ave – The owner of the property asked Ms. Wheeler what the next steps are for resolving the water issue. The pipe is dug up, and a patch was put on the broken pipe. The shut off valve was never located. The yard is currently a mess, however re-grading and grass seeding the yard is the resident’s responsibility. They also need to pay for the service that has been done. The Borough is waiting for a bill from Ed Davey before they can provide a total cost. Bill Wheeler suggested at some time in the future marking all residents shut off valves on a map. Bill Wheeler would like Pat Slater to keep track of the payment plan for the work completed at the Ford Ave residence.

**Water Operator Report:** no report

**Treasurer’s Report:** Treasurer's Report for June 24, 2024, was made available for inspection:

- **Sewer Fund** Balance as of May 21, 2024: \$96,719.74  
Expenses Totaled: \$29,598.53  
Income Totaled: \$4,374.61  
Sewer Fund Balance as of June 24, 2024: \$71,495.82
- **Sewer PLGIT Fund** as of May 21, 2024: \$260,686.47  
Expenses Totaled:  
Income Totaled: \$1,129.28  
Sewer Fund Balance as of June 24, 2024: \$261,815.75

**Bills:** Mr. Harris presented sixteen bills to be paid for June.

**Motion made by Mr. Wasson and seconded by Mr. Wolfe to pay the bills dated 6/21/24; motion passed with all in favor 3-0-0.**

**Correspondence:** none

**Unresolved Business:**

- Delinquent Payment Plan Account Update – Bill Wheeler pointed out that customers the Authority bugs make payments and those given leeway tend to fall behind.
- ID Badges – Bill Wheeler is waiting for a picture from Sheri Wheeler for a badge.
- Update Requirements Carroll Engineering – Doug Harris needs to follow up with Carroll Engineering so any projects can be put into the budget.
- Budget – The new meter reading software will need a tablet and or phone to read the meters. A tablet may need to be added to the budget. Sheri Wheeler will confirm if Rio are going to provide the tablet or if Borough will need to purchase one. The budget needs

to be finalized by the end of August. Bill Wheeler will put together a timeline of dates that need to be met to approve the budget. The budget needs to be advertised and open for public viewing. Sheri Wheeler will need to confirm if the meter software price will increase. Sheri Wheeler will also ask Rio when they are on the conference call if they can forward her all documentation for purchase of the new meters and software transition for the new president.

- IRS Determination Letter – Received and on file.

**New Business:**

- BCWSA Bills – Doug Harris will talk to Mike Whitaker regarding the water bills received by BCWSA.

**The meeting was adjourned at 8:02 pm; motion made by Mr. Wasson, seconded by Mr. Harris; carried 3-0-0.**

Respectfully Submitted

Dorothy Omietanski  
Hulmeville Borough Secretary