#### HULMEVILLE MUNICIPAL WATER AUTHORITY

#### **Meeting Minutes**

# **November 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 Staff in Attendance**

Doug Harris, President Dorothy Omietanski, Borough Secretary

Patricia Taggart, Vice President Bill Wheeler, Borough Manager

Dennis Mitchell Sheri Wheeler, Water Meter Reader

Mike Wasson Pat Slater, Water & Sewer Clerk

Joe Nocito

**Authority Members Absent:** none

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

**Authority Members Late to Arrive:** none

**Guests in Attendance:** none

<u>Call to Order:</u> 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. Mitchell seconded by Mr. Nocito to approve the minutes of October 28, 2024; Motion passed with all in favor 4-0-0.

Water and Sewer Clerk: no report

#### **Water Meter Reader:**

- Water Line Break The homeowner at 517 Lincoln Ave dug at their house without
  contacting PA One Call and hit their water line. Bill Wheeler said that what happened
  would not have been prevented by calling PA One Call because it was too close to the
  house. BCWSA was called and they found the shut off valve and turned the water off. If
  BCWSA bills the Authority that cost should be passed on to the homeowner.
- Water Meter Replacement There are 14 meters left to replace. Ms. Wheeler did confirm with BCWSA that they would replace the meters. She just needs to coordinate the meter replacement with each customer.
- Munibilling Munibilling is increasing their rate 2.6% starting in January.

• Training – Bill Wheeler will try to schedule the training for the new software for next Wednesday or Thursday. Ms. Wheeler and Ms. Slater will be in attendance.

# Water Operator Report: no report

<u>Treasurer's Report:</u> Treasurer's Report for September 28, 2024, was made available for inspection:

• **Sewer Fund** Balance as of October 28, 2024: \$76,218.49

Expenses Totaled: \$19,010.41

Income Totaled: \$35,406.87

Sewer Fund Balance as of November 25, 2024: \$92,614.95

• Sewer PLGIT Fund as of October 28, 2024: \$266,264.12

Expenses Totaled:

Income Totaled: \$1,068,96

Sewer Fund Balance as of November 25, 2024: \$267,333.08

<u>Bills:</u> Mr. Harris presented eleven bills to be paid for November. Mr. Harris pointed out that on the bills list all the water and sewer bills are under the same account number. Bill Wheeler will double check with Ms. McKairnes to make sure she is separating water from sewer.

Motion made by Mr. Mitchell and seconded by Ms. Taggart to pay the bills dated 11/21/24; motion passed with all in favor 4-0-0.

# **Correspondence:** none

#### **Unresolved Business:**

• Delinquent Accounts – There are 10 accounts that have not paid this year putting them 3 payments behind. The Authority members agreed the accounts need to be sent a letter notifying them if they do not pay, they will have their water shut off. There are also two older accounts with a large outstanding balance that need to be addressed. Bill Wheeler suggested placing a lien on accounts with large balances. Sheri Wheeler stated that Wendy from BCWSA claims that BCWSA policy is to shut off water to any account regardless of whether they are a rental or not. Mr. Harris suggested the Authority consider changing the current policy from three delinquent payments to 2 delinquent payments to be sent a letter. Nine months overdue is too much time to have pass before acting on it. Bill Wheeler will proceed with sending out letters to the 10 delinquent accounts.

Motion made by Mr. Wasson and seconded by Mr. Mitchell to approve of having Bill Wheeler contact Wendy from BCWSA to see how they handle their delinquent account shut off process then take that information to discuss with our attorney to confirm how the

Authority can proceed regarding the two large overdue accounts; motion passed with all in favor 4-0-0.

• Sewer Cap Replacement Program – The Authority spent approximately \$70,000 to date for the meter replacement program and \$1,500 for training. The money spent was taken out of the ARPA program. There is still approximately \$35,000 left from ARPA that needs to be obligated before the end of the year. Council discussed using the funds to refurbish the playground and creating a master plan for the recreational field. Ms. Taggart feels very strongly that the money should be used to buy the sewer caps for the residents. Bill Wheeler explained that if the Authority wants to use the funds for the sewer caps a bill would need to be generated before the end of the year. The council planned on designating the funds at the Monday meeting. Bill Wheeler will call Carroll Engineering to get a price on the sewer cap replacement.

## **New Business:**

The meeting was adjourned at 8:14 pm; the motion made by Mr. Wasson, seconded by Mr. Mitchell; carried 4-0-0.

Respectfully Submitted

Dorothy Omietanski Hulmeville Borough Secretary