



**SCHUYLKILL COUNTY MUNICIPAL AUTHORITY  
221 S. CENTRE STREET  
POTTSVILLE, PA 17901  
(570) 622-8240; FAX: (570) 622-8248  
Patrick M. Caulfield, P.E., Executive Director**

December 15, 2017

«First\_Name» «Last\_Name»  
«Service\_Address»  
«Service\_City» «Service\_State» «Service\_Zip»

**SUBJECT: NOTICE – CHANGE OF SERVICE PROVIDER TO  
SCHUYLKILL COUNTY MUNICIPAL AUTHORITY (SCMA)  
TAX PARCEL NO.: «TAX PARCEL ID»  
SCMA ACCOUNT NUMBER: «SCMA\_ACCOUNT\_NUMBER»**

Dear «FIRST\_NAME»«LAST\_NAME»:

We are proud to announce that effective January 1, 2018, the Schuylkill County Municipal Authority (SCMA) will be your new water service provider. SCMA and Pine Grove Township Authority (PGTA) have entered into an Agreement, whereas, our Authority's will merge. We are pleased to offer you a continued ample supply of clean, fresh drinking water and a reliable fire protection system from your existing supply that will now be owned and operated by SCMA. SCMA is a multi-faceted water and wastewater treatment provider with over 183 years' experience in the industry. We have over 50 trained professionals that provide service to 26 municipalities throughout Schuylkill County.

This letter serves as your official **NOTICE OF CHANGE OF SERVICE PROVIDER** and is intended to provide you with guidance through the transition to the SCMA service. Additional information is available on the SCMA website at <http://www.scmawater.com>.

The following is intended to assist you as an individual customer through the transition from the PGTA system to the SCMA System:

1. On or about December 21, 2017 PGTA will read your meter and send a bill for the water used in the quarter ending December 31, 2017. **PAYMENTS SHOULD BE MADE TO PGTA THROUGH DECEMBER 31, 2017.** After December 31, 2017, payments should be made to SCMA.
2. In January 2018, SCMA's meter department plans to replace your existing PGTA meter with a new SCMA meter. New meter installation will require accompanied access to your property. Please contact our office (570-622-8240) to schedule an appointment. Appointments will be scheduled Monday thru Friday from 8:00 AM – 8:00 PM and Saturday 8:00 AM – 4:00 PM. It is expected that the replacement work will require approximately 15-20 minutes to complete and will necessitate a short interruption in

water service. Additional work will be required outside of your property to install a small exterior read device that will be mounted on your property.

3. SCMA bills residential accounts on a quarterly basis and commercial accounts on a monthly basis. The following schedule shows SCMA's billing period, billing date, and due date for residential customers:


SERVICE PERIOD	DATE BILL WILL BE MAILED	PAYMENT DUE DATE
Jan. – Mar.	April 17	May 15
Apr. – Jun.	July 17	August 15
Jul. – Sep.	October 17	November 15
Oct. – Dec.	January 17	February 15

4. Rates: We have attached an updated Rate Schedule for your use.
5. SCMA offers the following Payment Options for your convenience:
- a. Mail – Checks sent in the envelope provided with your statement.
  - b. Over-the-Counter payments at our office located at 221 S. Centre Street, Pottsville, PA 17901. We accept:
    - i. Cash
    - ii. Check
    - iii. Debit Card Point-of-Sale (POS)
    - iv. Credit Card POS
  - c. SCMA Website On-Line Payments – [www.scmawater.com](http://www.scmawater.com) (Fee of \$3.05).
  - d. Automated ICall Telephone Payments – 1-888-745-0709 (Fee \$3.05).
  - e. ACH (Automated Clearing House), withdrawal from your checking account (No Fee). Information is enclosed for your use. **ACH is the Preferred SCMA Option.**
6. 2018 Billing: Your first SCMA generated bill will be for the period of January 1 thru March 31, 2018. This bill will be sent to you on or about April 17, 2018 with a due date of May 15, 2018. If the bill is not paid by the due date there will be a 10% penalty assessed on the account balance. We have also included an example of the typical SCMA bill for your familiarization.
7. Please complete or change information on the attached Customer Contact Information Form, place it in the self-addressed, stamped envelope and return it to our office

We urge you to visit our website at [www.scmawater.com](http://www.scmawater.com) for a full description of the transition details. Should you have any questions, please do not hesitate to contact our office.

Very truly yours,

**SCHUYLKILL COUNTY MUNICIPAL AUTHORITY**



Patrick M. Caulfield, P.E.  
Executive Director