

# PIPELINE

Philadelphia Water Department Newsletter

Volume 1, Issue 2 July, 1990

## It's Only Words

“Just about any kind of typing service they could want, we can provide for them,” quipped Rosemary Hogan, Manager of the Word Processing Unit. Rosemary explained that the Word Processing Unit was created more than five years ago to provide a variety of typing services for Water Department employees. As manager of the unit, Rosemary establishes the priority of the work submitted for typing, selects the best format for the work, and proofreads all typed copy ensuring that it is error free. Rosemary also supervises six Word Processing Specialists who work in ARA Tower and one who works at 29th and Cambria Streets.

The Word Processing Specialists not only prepare routine typing assignments, they also prepare legal briefs, speeches, newsletters and a variety of reports. The Specialists use CPT computers to complete the work. According to Joyce Schmidt, one of the Word Processing Specialists, “These computers are very easy to use. They can perform many functions including arithmetic calculations for accounting and statistical reports and they can alphabetize mailing lists.”

The Word Processing Unit is also equipped with a Dial Dictation System which can be accessed by using any phone at any location, 24 hours a day, seven days a week. Although many employees do not take advantage of the dictation system, it is a great way to catch up on memo writing and it is easy to use. Gene Gruber, Chief of Sludge Management, is a frequent user of the dictation system, “I always use the dictation system. It’s a great way to capture my thoughts in writing. I simply pick up the phone and start talking. Before I know it, I have a finished product. The Word Processing staff is superb. They go above and beyond their duties to help out. I can’t emphasize enough how useful this system is. More employees should take advantage of it.” To

*(Continued on page 2)*



*Joyce Schmidt, one of six workers in Word Processing, types a report using a CPT computer. The Word Processing Unit handles jobs for the entire Department.*

## Office Management

When we arrive for work each day, we automatically assume that the phones will ring, the offices will be cleaned, and the photocopiers will work when we need them. All too often, we take these things for granted, at least, until something goes wrong. Ensuring that we have the necessary services and supplies to complete our assignments is a huge task. Pearl Montgomery, Administrative Officer for the Department, is charged with this responsibility. Pearl, who has 30 years of service with the City of

Philadelphia, assumed these responsibilities when the Water Department’s offices moved to ARA Tower. “At first, the scope of this job was undefined. I was hired to make sure the move went smoothly and that everyone was settled in,” remembers Pearl. Since then, her role has evolved into providing consistent office management services for the employees at ARA and, on occasion, employees at other Water Department facilities.

One of the first projects Pearl tackled was

*(Continued on page 2)*

**INSIDE  
PIPELINE** 



**3** OUR  
HEROS!



**4** FAME IN THE  
WATER  
DEPARTMENT



**5** CCC-  
BUILDING  
FOR A  
BETTER  
FUTURE



**6** OFFICE  
PAPER  
RECYCLING  
AT ARA



*Rosemary Hogan, Manager of the Word Processing Unit, demonstrates a new application while Shealynn Brown looks on.*

## It's Only Words

*(continued from page 1)*

learn how to use the system, ask Rosemary for a set of instructions.

A recent addition to the Word Processing Unit is the Ventura Desktop Publishing System. Rosemary Hogan, along with Word Processing Specialist Darlene Crawford, are learning how to use it. With the desktop publishing system, the Word Processing Unit will be able to produce professionally designed documents. "I'm looking forward to using desktop publishing because it has a lot of different print styles and page design capabilities. It lets me be creative. I can add pictures along with text," remarked Darlene.

"If these services aren't enough to help employees get their typing completed, there's always HPSLATE," reminds Rosemary. For

those employees who have access to a Hewlett Packard (HP) terminal, the HP computer system can transfer a document entered into HPSLATE to the Word Processing Unit where a high quality, final document can be typed.

Although Rosemary and the Word Processing Specialists are kept quite busy drafting and revising the many projects that come their way, their combined experience and expertise are the key ingredients that help the rest of us meet deadlines and produce first class correspondence.

## Office Management

*(continued from page 1)*

centralizing the Department's telephone system. "We needed to bring continuity to the phone system. We kept adding new phone numbers to the system without checking to see if the existing lines and circuits, which are very expensive, were being fully utilized. Numbers were added on top of numbers," she discovered. Pearl is also working on improving the telephone system for the Customer Information Unit where all water and sewer complaints are reported. Currently, the Department has a lease agreement for the equipment but Pearl is investigating the possibility of purchasing a system that can provide statistics on call information.

Upgrading the Department's office automation capabilities is one of Pearl's priorities. She assisted in the selection of the Dial Dictation System which was installed in the Word Processing Unit. Unfortunately, many employees are afraid to use this system because they're not sure how it works. However Pearl points out, "The system is easy to use because it is voice activated. By using the Dial Dictation System, employees can improve their productivity and efficiency because it allows them time to catch up on other duties."

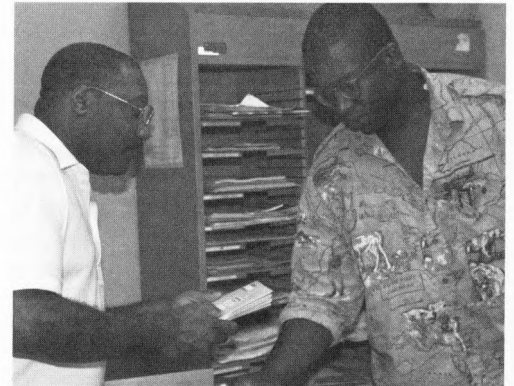
Pearl was also instrumental in purchasing FAX machines for the Department. Today, there are 13 FAX machines located at ARA Tower, all water treatment and water pollution control plants, as well as several other sites. Employees agree that FAX machines have made many jobs much simpler to complete. Jeanette Marsh-Battle, a personnel assistant, says the FAX machine is, "one of the greatest technological advances since the invention of the wheel! It helps me utilize an improved

communication system. This is very important in my position. Added features, such as the receipts you receive after your information has been faxed, enable me to exert leverage when I'm told, 'Sorry, we never received it.'"

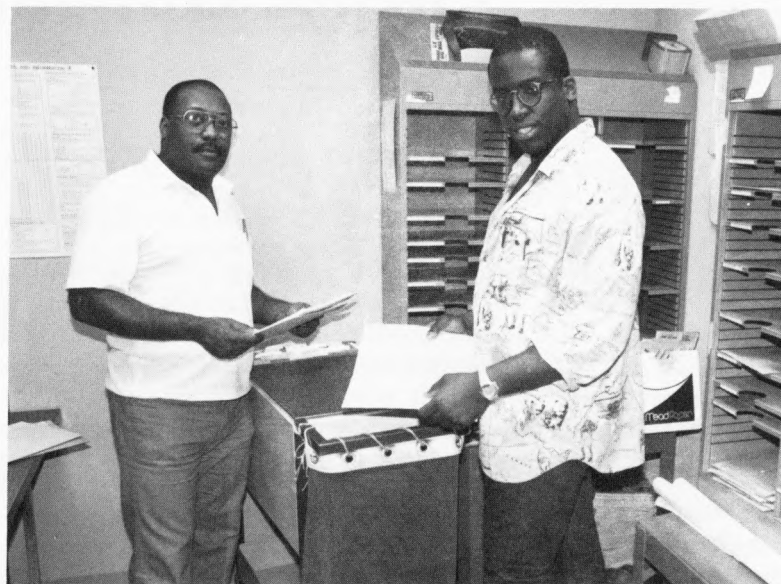
In addition to these services, the employees who work for Pearl are responsible for purchasing an array of office supplies and managing the Department's Mail Room. Every day the mail is picked up and delivered throughout the Water Department. Chris Lewis is the man who has been behind this process for almost a year. He is in charge of the entire mail system within the Water Department and also handles inter-office city mail.

Chris, who has a Bachelor's of Art Degree

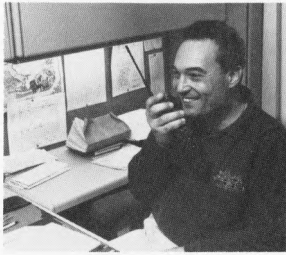
*(Continued on page 7)*



*Sherman Harris and Chris Lewis sort the large volume of mail received in the Water Department's ARA Tower Mail Room.*



*Sherman and Chris prepare for the afternoon delivery of mail.*



Armand Badolato of Distribution enjoying his work at 29th & Cambria.

## Our Heros!

It was just another Wednesday morning for Armand Badolato as he waited for his crew at their usual meeting place, Broad Street and Lehigh Avenue. Much to his surprise, though, Armand was about to become a hero. "It all happened so fast. I was sitting in my vehicle when suddenly, a young woman came running toward me crying, 'I need help. I've been stabbed,' recalled Armand. Before he could learn more, the woman collapsed. Quickly, Armand opened her breathing passageways to stop the woman from choking. He then radioed the City Hall dispatcher, who immediately notified the Police. Once they arrived, the woman was transported to the hospital where she underwent emergency surgery. One of the nurses there remarked that Armand's quick thinking saved the woman's life.

Unfortunately, all this happened so fast that Armand never found out the young woman's name.

Armand is a Water Distribution Supervisor II. He began his employment with the Department 13 years ago as a water distribution repairman. He then became a Foreman and Supervisor I.

Congratulations Armand! We're proud of you.

*Thanks to Norman Weintraub for this tip!*

These days, City employees seem to get nothing but negative publicity. It feels good to report some positive news for a change. On Saturday, December 30, while working in West Philadelphia, Water Meter Service Worker Robert Fassel came across a possible life or death situation.

While changing a frozen water meter in a basement, he noticed a commotion coming from the kitchen. After checking to see what was happening, Mr. Fassel found a young girl choking. After performing the Heimlich Maneuver, he was able to dislodge a piece of bread and restore breathing to the young girl.

Congratulations go to Mr. Fassel of the Meter Shop for a job well done!

*Submitted by Joseph G. McAdams, Group Leader, Meter Shop.*

## SPORTS SNOOP



### BOWLING FOR DOLLARS

Yours truly has been asked to make the following announcement to our beloved readers. Some hardy souls have come up with the idea to form a Department Bowling League next season. Most likely, play would be on a week night, from September to May. So why don't all you kegglers out there who are interested in joining the league, drop a line to the editors with your name and phone number. Someone will contact you with more information.

### IT'S A HIT!

The Snooper has just learned that the Philadelphia Municipal Employees Recreation Council has been looking for new players for its 1990 Softball League. Since the Snooper received this info a bit late, the League may not be admitting new teams at this time. However, they may still need some new players for existing teams.

Games are played after work, one or two nights a week. Practice begins in April, the season starts in May and ends in July. You'll get a chance to play against other City employees. There are playoff games, trophies, an all-star game and a league banquet.

If you're interested in playing, The Snooper will try to use some influence to get you on a team. In the meantime, call George Krzeminski at 592-6314.

Look out, though, folks! Another one of The Snooper's spies (they're everywhere) caught some Southwest employees practicing their swings during lunch break. My sources say, that even though this is a new team, they look like good competition for the rest of the teams.

### COACH

The Snooper relies heavily upon his network of snitches to scan the depths of the Water Department uncovering sports stories worthy of this fine publication. One snitch, in particular, discovered such a story. One of our employees at Southwest spends some of his free time teaching sports to others. The employee - James Harrigan, Stores Supervisor. His story - coaching volleyball at local high schools and colleges. As they say Jim, those who can't play, coach!

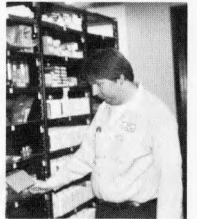
So, The Snooper decided to truck on down to the far reaches of the city to check this story out first hand. Upon entering the Southwest Plant, The Snooper was directed to the Storeroom, where I had this eerie feeling that I was on the set of TAXI, the television series. Spread around the room were all the mechanics, electricians and technicians. On one side of the room, behind this cage with all the goodies, were the Storeroom employees, gleefully surveying their domain, just like Louie DiPalma. It's frightening to think that one or two employees can control the distribution of equipment and supplies essential to the successful operation of the Plant. These are the people with the real power.

Well, back to my story. Jim started working at

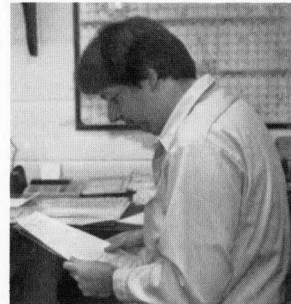
Southwest as a Stores Handler in 1984. He was promoted within a year to Stores Worker at the Northeast Plant (you call this a promotion?) and later at Southeast. In 1988, Jim was appointed to Stores Supervisor at the Southwest Storeroom (this guy sure gets around) where he is responsible for the inventory and distribution of 4,400 plus items. In addition to his regular job duties, Jim is a CPR instructor for the Water Department.

And now for the sports...Jim has been active as a volleyball player since 1974. For those of us who are unfamiliar with the game, Jim explained that it is played with six players per team. Each team can only score points while serving. Teams are allowed no more than three hits to get the ball over the net. "There are intricate strategies involved in using these three hits to set up and spike the ball. Trying to deceive your opponents and using your players wisely are some of the things a good volleyball coach must teach his or her players," remarked Jim. And, of course, Jim just happens to be such a coach.

Jim Harrigan, Stores Supervisor at the Southwest Water Pollution Control Plant, checks the inventory shelves for supplies.

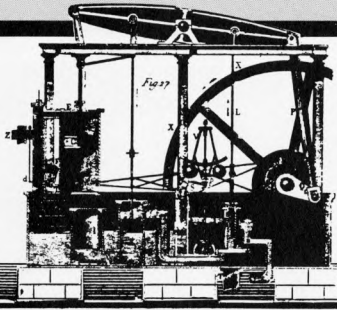


Jim reviews a delivery slip for supplies sent to the Southwest Storeroom to verify that the correct amount has been delivered as ordered.



Starting his volleyball coaching career as the Junior Varsity Coach at Little Flower High School for Girls in 1986, Jim soon moved up to Varsity Coach. He was also Assistant Coach for the Women's team at Immaculata College until 1988. Today, Jim is Varsity Coach for the Girl's team at Cardinal Dougherty High School and the Head Coach of both the Men's and Women's teams at Spring Garden College. And, just in case he gets bored, Jim plays in four volleyball leagues and two softball leagues. No wonder his girlfriend is unhappy, he's wiped out by the time he visits her.

But on a more serious note, The Snooper feels that Jim serves an important role in our community. He devotes his time and energy to our young people, instilling them with discipline, self-confidence and a sense of teamwork. Jim says, "Coaching is fun and enjoyable. I get great fulfillment and satisfaction when I'm coaching."



## WHAT'S PUMPING

### CAP

In an effort to reduce the burden of high water bills for low-income families, the Water Department sponsors a Conservation Assistance Program (CAP) to help these families reduce their water usage. The Public Affairs Division has designed a program that provides these families with household plumbing repair services and water conservation tips.

Since its inception in 1987, CAP has helped more than 4,000 families. A typical family saves an average of \$50 a year on water bills after minor repairs have been made to running toilets, leaking pipes and dripping faucets. Even more money can be saved when conservation devices such as low-flow showerheads, toilet dams and faucet aerators are installed.

The CAP program is administered for the Water Department by Neighborhood Energy Centers (NECS) located throughout the city. The NECs are non-profit, community-based centers that specialize in residential energy conservation and weatherization repairs.

With the philosophy of "Neighbors Helping Neighbors," the NECs help eligible low-income homeowners to conserve energy so they can save money on water, gas and electric bills. According to Kimlar Satterthwaite, Manager of the Department's Assistance Programs, "The NECs operate one of the most innovative conservation programs in the country. NECs are friendly oases to low-income families, helping them restore and maintain their quality of life."

To be eligible for the CAP program:

- ✓ you must be a homeowner of record
- ✓ your water service must be turned on
- ✓ your total water bill debts cannot be more than \$2,000 (exceptions will be made if the homeowner has payment agreements with the Water Revenue Bureau.)
- ✓ your total household income cannot exceed 150% of the federal poverty guidelines
- ✓ your household plumbing repairs, if needed, must be minor. (Homeowners with houses that need major plumbing repairs will be referred to home repair programs sponsored by local or federal agencies.)

For more information about the Conservation Assistance Program, other home repair programs, and cash assistance grants to help lower utility bills, call Kimlar Satterthwaite at 1-53-6143.

If you know a family whose water or other utility service has been shut off or who is facing a possible shutoff notice, call Kimlar in the Public Affairs Division. He may have the answer.

### Hearts Of Gold



Once again, employees of the Water Department opened their hearts to those less fortunate by contributing to the 1990 Combined Campaign. This year's contributions totaled \$132,600. In all, 1,410 employees donated. Deputy Commissioner Ronald L. Coy, Chairman of the Campaign, expressed these sentiments, "I would like to thank all of you for your participation and enthusiasm. We should take pride in what we have accomplished." Our employees' contributions put the City over its goal of \$1.13 million.

### Another First

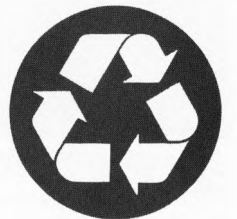
According to the *Ductile Iron Pipe News* (published by the Ductile Iron Pipe Research Association), a recent examination of a polyethylene-encased cast iron pipe installed in the Philadelphia Water Department's distribution system 30 years ago showed that the pipe was still in good condition. The 12 inch pipe, located at Essington Avenue, just north of 67th Street, is believed to be the first pipe of its type installed in an operating system. Although the pipe was installed in a landfill with soil conditions normally corrosive to iron pipe, its polyethylene encasement provided effective corrosion control.

*Thanks to Mike Pickel of Water Treatment for this tip.*

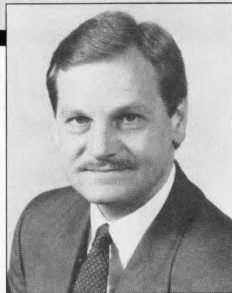
### Adult Refresher Courses

Employees at the Southeast Water Pollution Control Plant are learning to prepare for Civil Service exams by taking Adult Refresher Courses in Math, English and Reading. The employees are learning to improve their skills with the help of tutors from Southwest Community Services. Ed Paterson, Larry Hoagland, Lou Milanese, Charlie Boyd, and Paul Franklin of the Southeast Training Committee came up with the idea and, with Connie Payne's help, were able to get the program started. Since the program is a voluntary one, the Training Committee is looking for dictionaries, thesauruses, blackboards and whiteboards to use. The Water Department is providing the employees with a place to meet, the Southeast Plant on Mondays and Thursdays from 4:30 to 6:30 p.m.

### Office Paper Recycling At ARA



This past January, the Public Education Unit implemented a recycling program for employees located at ARA Tower to demonstrate the environmental consciousness of the Water Department. As part of the program, employees receive yellow folders which make it easy for them to recycle used paper. The folders list those paper products which can be recycled and those that can't. At the end of the work day, employees empty the contents of their folders into yellow and green milk crates located throughout the Water Department's offices in the ARA Tower. Once a week, the material is picked up by a recycling firm, Weston/Runde Recovery Systems Corporation, free of charge. Although official figures are not yet available, the Water Department estimates it will receive \$15-25 per ton for the recycled paper. For more information about the program, call Maureen Sullivan at 1-53-6144.



## MESSAGE FROM THE COMMISSIONER

BY JOHN PLONSKI

**1990** Only half the year has come and gone, but already 1990 has had a profound impact on us. Why? In 1990 we united once again, as we did twenty years ago, to renew our commitment to clean up the Earth.

A lot of changes have taken place since the first Earth Day in 1970. Back then, most governments were not even interested in protecting the environment. However, the Earth Day '70 celebration changed all that and we now have a much better place to live. Today, we have regulatory agencies such as the U.S. Environmental Protection Agency, as well as many local agencies which are actively involved in protecting the environment. The Water Department is such an agency. Although we have come a long way in cleaning up the Earth, we still have a long way to go. We must deal with old problems such as cleaning up our local rivers and streams and we are just recognizing the

disasterous effects of our industrialized styles on the global environment.

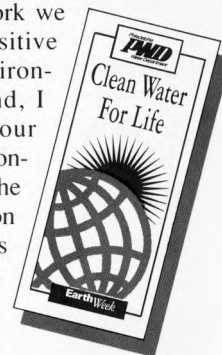
Mayor W. Wilson Goode asked me to serve as Chairperson of the Citywide Earth Week '90 activities which were held last April. I accepted this challenge proudly and enthusiastically.

I called upon the Commissioners of other City agencies asking them to measure the impact of their programs on the environment. In particular, I asked them to look at ways to increase energy conservation, reduce fuel consumption and improve air quality.

In addition, I formed a committee of employees who coordinated the Water Department's Earth Week '90 activities. The Committee planned many exciting and educational events. Public tours were offered at the Department's water purification and water pollution control plants, the sludge recycling center, and the historic Fairmount Water Works. The Committee also developed environmental exhibits for the Earth Week activities and created a speakers' bureau which presented slide shows about the Water Department to school children throughout Philadelphia. Many of the activities

were so successful they will become part of the Water Department's permanent environmental projects.

Now I am calling upon each of you, as Water Department employees, to take a look at how your own jobs help improve the environment. We need to take a fresh look at the role each one of us plays in improving the quality of life for the residents of Philadelphia. Each individual job plays an integral part whether it be cleaning inlets, removing pollutants from wastewater, resolving odor problems or providing drinking water. We need to understand the importance of the work we do each day and the positive affect it has on the environment. With this in mind, I hope you will renew your commitment to the environment and share with me the Water Department's vision of providing our families and our neighbors with "Clean Water for Life."



By now, most of you have probably heard about a new Committee, the Commissioner's Committee for Change (CCC), which was formed several months ago. The creation of CCC stems directly from your suggestions to Commissioner Plonski during his visits to Water Department facilities and from 360 employees who participated in the Managing Differences Workshops.

For those of you who have not yet participated in the Workshops, they were designed to encourage employees to look at ways of enhancing our work environment by sharing our own individual work experiences and problems. As a result of the candid remarks made by these employees, often during very intense and heated discussions, the Water Department now has a challenging human resources agenda to address. According to Commissioner Plonski, "Human resources issues are of such vital concern to our employees that I believed it would be best to form a committee—a committee of employees—who will craft an agenda of top priorities finding opportunities for improvement and developing strategies for change." Eighteen employees who completed the Workshops have agreed to serve on the Committee. This is our first progress report to you.

Although some of you may feel that CCC's progress has been slow, human resources'



issues are never easy to resolve. During CCC's first several meetings, we wrestled with creating the best possible organizational structure for the Committee. We wanted to be sure that the concerns of all levels of employees would be represented. We also wanted to be sure that you, the employees, would feel comfortable dealing with at least some of the CCC members because it is important that you share your concerns with us.

With this in mind, we have chosen five top priorities that were recommended by those

employees who completed the Managing Differences Workshops. The priorities are: recruitment and retention of employees, training and promotional advancement opportunities, employee morale, communications, racism and sexism. We believe these priorities reflect your major human resources concerns and we have formed several sub-committees to deal with them.

CCC members meet monthly, conducting meetings at different Water Department sites with the hope of learning more about the Department's operations, and more importantly, to get to know you, our fellow coworkers. Once a month, two CCC representatives meet with the Commissioner providing him a progress report of our activities. Commissioner Plonski has also agreed to meet with the entire Committee four times a year.

It is CCC's desire to serve the employees of the Water Department, but this will not be possible without your input. We have provided a list of the CCC Members so you know how to contact us. We welcome your ideas and suggestions. We are striving for a more satisfying workplace, but we all need to be involved to really make it happen. Make the first step and contact a member soon. You'll find the members' list on page eight of this newsletter.

## Let's Form a Committee

by The Unknown Columnist



I'd like to talk about something that has been going around the Department lately. No, it's not sludge piles or water main breaks. It's committees. There are a lot of them. If you're like me, you probably find it difficult to keep track of them. There's the Commissioner's Financial Advisory Committee (C-FAC), the Chlorine Risk Assessment Committee (CRAC), and committees to look at corrosion control, sludge handling, odor control, safety issues, ozone, employee suggestions, employee special events, and just about anything else you can think of.

Why are there so many committees and what do they do? Well, let's first explain what a committee is. A committee is a group of employees from various units who get together to solve a problem. In the old days, we called these meetings, but then, what did we know? Committees sometimes solve the problem and sometimes they don't. Who is on the committee is very important. It's vital to have a cross-section of employees who are affected by the problem. This way, these employees can mutually find a solution that will be satisfactory to all involved.

Why all this interest in committees? Well, I recently read a letter announcing a new committee, the Commissioner's Committee for Change. The first thing I noticed was its acronym, CCC. At first glance, it didn't seem very imaginative like C-FAC or CRAC, a personal favorite of mine. Apparently though, this is a hot acronym since there is already a Corrosion Control Committee who failed to lock up this acronym as their own. Sorry folks, you snooze, you lose. It makes you wonder what these people were doing at their first meeting anyhow. However, I do feel a little sorry for them since they have been organized longer. Maybe there's a committee to settle such disputes. A Commissioner's Committee for Committees. . . CC. . . oh, maybe that won't work after all.

Now, you might think I don't like committees. On the contrary, I am wholeheartedly behind this new CCC. If you haven't heard, it's a committee of regular Joes and Josephines from around the Department who will map out our human resources' needs for the future. There's something strangely appealing about this idea. I hope the group succeeds. Maybe

this idea can be used elsewhere. How about a Commissioner's Committee of Operations (CCOP) or a Commissioner's Organization for Engineering and Design (COED)? Maybe there could even be a committee, dare I say it, to do our supervisors' jobs. . . an Employees' Committee for Change. There's only one problem. I don't want to be the one to break the news to the big guys, do you?

But I have an idea. Let's form a committee. Now, who do we appoint to this committee? Wait a minute. . . I've got it. . . we can form a search committee. . .



Submitted by Harold Snow of Central Stores

Kathy Roberts sings one for you.



## Fame In The Philadelphia Water Department

The Philadelphia Water Department recognizes that all of its employees have special talents. There are those fellow employees who possess creative talents both on and off the job. Sometimes, these talents provide enjoyment and entertainment for the community. Kathy Roberts is one of those employees who has this special gift. Kathy, an Administrative Technician for the Water Department, began her job in May 1986 at Building Main-

tenance. She worked in this unit for two years and then moved to Sewer Maintenance. Some of the aspects of her job as Administrative Technician include: assisting in processing claims and preparing PAD's, which are necessary forms that must be completed in order to hire and promote employees.

Ms. Roberts is originally from Philadelphia. She and her husband, Thomas Howard, have two sons: Shawn, 10, and Myles, 7. Besides working for the Water Department, Ms. Roberts also has a career in entertainment. Kathy Roberts began singing on street corners with the other children from her neighborhood when she was a young adult. One child would take the lead while the rest would sing backup. From there, Ms. Roberts began singing with local bands and eventually sang background and duets with entertainer, Billy Paul of "Me and Mrs. Jones" fame. Kathy even auditioned with Stevie Wonder in Los Angeles, but decided to put her entertainment career on hold

while she raised her family.

Six years ago, Kathy returned to the stage and is currently the lead vocalist for a fourteen piece band called D'NOVA ENSEMBLE. Ms. Roberts and her husband have also formed a duet, Ultra Sound. Ms. Roberts sings lead vocals while her husband plays the keyboard, a sequencer with drums, bass, and guitar sounds. Ultra Sound performs frequently at Chosen Image, and at a local Holiday Inn nightclub.

Kathy says, "People always ask me why I never had my picture taken with Stevie Wonder and why I never got his signature. I guess I was so excited about singing with him that I never really thought about it." Well, maybe we should learn from Kathy's mistakes and get her autograph now before she becomes famous. Then, we can say we knew Kathy when she was a Philadelphia Water Department employee!

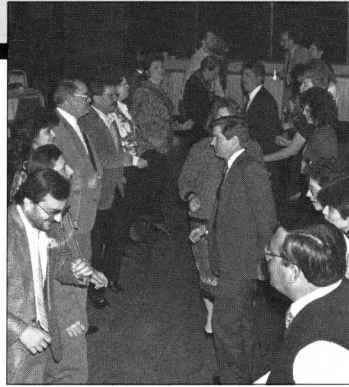
## Spotlight

## Office Management

(continued from page 2)

in International Relations, has always wanted to work for the city. He enjoys working in the Mail Room because he meets interesting people. "I'm learning a lot about City government by working in the Mail Room. I get the opportunity to meet people such as former Managing Director James Stanley White. I often joke about how many chief executive officers started in a mail room and worked their way up the corporate ladder. My aspirations are no less than theirs."

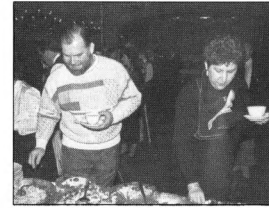
Making sure all of us have the supplies we need to do our jobs is often a challenge, but Pearl Montgomery and her staff have come to our rescue on many occasions. According to Pearl, "No two days are alike. There is always something new to do. Sometimes it is difficult, because I can't always provide the services that some employees want. I have to be able to say no in a way they will understand. Other than that, I really enjoy my job because I have the opportunity of working with many employees at all different levels."



"Everyone say cheese!" Seated from left to right: Michael Nyszczo, Catherine Nyszczo, Laura Lozanoff, Joan Furness, Steve Furness, Richard Mulcahy, Marlene Mulcahy.

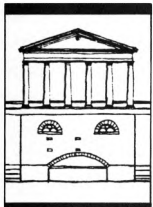
## Construction's Christmas Party

The Construction Unit held its first annual Christmas party for its employees on December 22, 1989. The event was held at Canstatter's-Volkkfest-Verein in Northeast Philadelphia. Approximately 130 employees attended and had a great time kicking up their heels on the dance floor. Bill Conners, Tom Brady, and Frank Fortino were in charge of organizing this Christmas fiesta. Dennis



Bud and Bunnie Walsh celebrate the holidays with some delicious German food at the Christmas party.

Maloy, who is a comedian on WSNI radio station, along with a D.J., provided entertainment for the guests. The Construction Unit plans a repeat performance of this event next year on December 15th. There will be either a D.J. or a live band and the party will be open to all employees. Printed announcements will be given out prior to the event. Get ready for another Christmas bash next year!



## VIEW from the PAVILION

The Philadelphia Water Department (PWD) has many resources available to trace its own history and development from the small group formed in 1798, called the Joint Committee on Supplying the City with Water, to the large city agency that it is today. The maps, plans, diaries, records and photographs that detail this history can be found throughout the Department, scattered in various buildings and offices. In many cases, these materials are well-organized in accessible storage areas. However, hiding in the cracks and crevices of all Water Department buildings, from pumping stations to executive offices, are important documents, photographs and objects that fill in missing pieces of PWD's history.

The first phase of the Interpretive Center, sponsored by PWD and Fairmount Park, will be opening at the Fairmount Water Works this summer. As the Center's Director, I am interested in locating historic materials for use in exhibits which showcase PWD's role in the growth of Philadelphia. As it stands now, however, many of these materials are difficult to find, and often more difficult to use because of

their poor condition. The Public Affairs Division is in the early stages of planning a central area to deposit the most fragile of these historic materials, so that they can be stored in an environment which ensures their survival. Researched and catalogued into a central system, these fragments of the Department's history will be easily found and information on them quickly retrieved. They will be available for use on a Department-wide basis and to outside researchers. For example, information on an historic sewer line could be quickly accessed and materials relating to it (plans, construction photographs, and inspectors' diaries) could be identified and located.

To accomplish these goals, I need your help. Have you seen anything in your office or building that would be of historic interest? Photographs of building construction and machinery? Old logbooks and ledgers? Sewer and pipeline designs? Architectural drawings? Old meters and fire hydrants? Please let me, Ed Grusheski, know what's out there. Call 592-4908 if you suspect there are such materials at your site.

## History In Your Midst

by Ed Grusheski

In the near future, I will be offering a slide presentation on the types of historic materials, and make history come alive at the Water Works Interpretive Center.

I look forward to hearing from you!

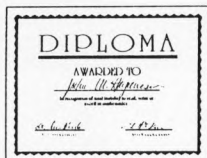


Lab technician sampling treated water, January 7, 1952. Can you identify the Water Department employee? Photograph found by Gary Burlingame, Project Biologist, at the Belmont Laboratory.

# Water Department Highlights

## Need a General Education Diploma?

by Harold Snow



Don't be afraid to try. It's not like T.V. You will be in a classroom with adults, not kids. In 1976, I dropped out of school. After 13 years of lies and excuses, I entered night classes in October of 1989. Within four months, I was ready to take the examination. I passed it!!

A General Education Diploma (G.E.D.) can be obtained through the School District's Adult Education Program.

Adult Basic Education (A.B.E.) and G.E.D. classes are held in 43 locations throughout the city. The day and evening classes are free.

At the time of testing, there is a \$30 fee which is used to cover the costs of five tests.

For more information about these classes, call the School District of Philadelphia, Division of Adult Education at 299-3383 or 84.

Good luck!! It's easy!!

*Congratulations to Harold Snow who is an Equipment Operator at Central Stores.*

### BIRTHS

Paul McGeever, Building Maintenance, and his wife, Karen, twin boys, Paul John, 4 lbs., 6 oz., and Sean Michael, 3 lbs., 2 oz., on July 7, 1989.

Bill Toffey, Sludge Utilization, and his wife, Kathryn, a boy, David, 8 lbs., 2 oz., on August 17, 1989.

Dean Kaplan, Public Affairs, and his wife, Barbara, a girl, Arielle, 7 lbs., on January 5, 1990.

Kevin Kelly, Southeast, and his wife, Sue, a boy, Kyle Matthew, 8 lbs., 4 oz., on February 15.

Joseph G. McAdams, Meter Shop, a grandson, Nigel Emerson Allistair, 7 lbs., 5 oz., on February 24.

Henry Hinton, Survey, and his wife, Leticia, a girl, Laina, 6 lbs., 2 oz., on February 25.

### ACHIEVEMENTS

Congratulations to Ellen Chambers, Departmental Procurement Specialist in the Finance Division,

## "The Water Main"

Natalie Lessick, Jeanette Marsh-Battle and Arlynne Perley-Huebscher of the Personnel Unit have been hard at work developing a new monthly newsletter, "The Water Main." The newsletter will be devoted to personnel issues such as employee benefits, job opportunities, personnel policies and procedures, and training. Several issues have already been distributed. The editors welcome your comments and suggestions for future editions. You can write to them in care of the Personnel Unit, 5th Floor, ARA Tower. Your ideas count, so let them know what you would like to see included in "The Water Main."

## Bills, Bills, Bills

The Water Department's Government Affairs Unit has also started to publish a newsletter to inform employees of major new legislative and regulatory actions and to update them about ongoing bills and rulemakings at the local, state and federal level. The newsletter is mailed to Unit Managers and will be produced monthly. Your suggestions and comments are welcome. Call the Government Affairs Unit at 592-4905.

who received a Bachelor's Degree in Business Administration from The Wharton School at the University of Pennsylvania in August.

Congratulations to Rochelle Moore, a Clerk Stenographer II in Planning and Research, who received a B.S. in Information Systems from Philadelphia College of Textiles and Science in December. Rochelle has recently accepted a promotion with the City Planning Commission. Good luck, Rochelle!

### WEDDING BELLS

Dolores DiPoalo, Sludge Management, to Ralph McKnight on September 2.

Jawad Murtaja, Planning and Research, to Amany on September 25.

Rudolph Harvin, Southeast, to Carren, on November 4.

Michelle DeStefano, Finance, to Gerald Magallanes on February 17.



## C.C.C. Commissioner's Committee for Change Members List

(See related story, page 6)

NAME & TITLE	UNIT & LOCATION	PHONE #
Xavier Moozhikkattu Analytic Chemist II	Baxter Labs 9001 State Rd.	335-8030
James Downs WPC Plant Oper. Supv.	Southeast WPCP 25 Pattison Ave.	685-1713
Richard Brinkos Water Design Eng. Asst. Manager	Design, ARA Tower, 2nd Floor	592-6279
Marilyn Kagan Architect II	Design, ARA Tower, 2nd Floor	592-6292
George Fisher, Field Representative Supervisor	Customer Services 29th & Cambria Sts.	685-1653
Joan Anne Przybylowicz Admin. Technician	Public Relations ARA Tower, 3rd Floor	592-4900
Kimlar Satterthwaite Assistance Programs Mgr.	Assistance Programs ARA Tower, 3rd Floor	592-6143
Ruth Scott Water Distribution Emergency Dispatcher	Sewer Maintenance Fox & Abbottsford	685-2027
Carl Shaw, Sewer Maintenance Inspector	Sewer Maintenance Fox & Abbottsford	685-2034
Melvin T. Beale, Water Distribution Supervisor	Distribution 29th & Cambria Sts.	685-9645
Nancy Carter Clerk III	WPC Treatment Hdqtrs. 3901 Richmond St.	685-1388
Henry Hinton Engineering Aide II	Survey 3585 Fox St.	685-2124
Debra McCarty Sanitary Engineer III	Northeast WPCP 3901 Richmond St.	685-1306
Judi-Lynn Jones Admin. Technician	Southwest WPCP 8200 Enterprise Ave.	492-4014
Robin Fego Semi-skilled Laborer	Distribution 29th & Cambria Sts.	685-9645
Melita A. Juancito Security Officer I	Northeast WPCP 3901 Richmond St.	685-9611
Calvin Felder, Concrete Mobile Operator	Building Maintenance 29th & Cambria St.	685-9610
Myra Carter Clerk Typist II	Personnel ARA Tower, 5th. Floor	592-6123
Veda Peace Engineering Aide I	Sludge Processing & Distribution Center, 7800 Penrose Ferry Road	492-4074

## WHAT'S HOT

Call the "Pipeline Hotline" at 592-4900 for coverage of newsworthy events happening throughout the Department. Events may include special activities featuring Water Department employees, or involving its services and operations. We're always looking for stories and photo opportunities for publication in the newsletter, so give us a call or write to us in care of the "Pipeline" Editor, Public Relations Unit, ARA Tower, 3rd Floor.

# PIPELINE NEWSLETTER

Pipeline is published by the Public Affairs Division for the employees of the Water Department.

Joan Anne Przybylowicz . . . . . Editor  
Denise Civa . . . . . Staff Writer  
Charity Woerthwein . . . . . Staff Writer

