

Meeting Minutes of December 13, 2017



The Public Meeting was called to order by Dave Eakin at 6:30pm.

Roll Call: Present: Dave Eakin, Ed Shrimp, Lynn Crist, Teri Snyder, Bill Ramsey.

Absent: Dick Miller, Chuck Leonard and Leon Liggitt

Pledge of Allegiance.

Guests: Eric Moore, Executive Director; Tara Rall, WBRA Admin. Coordinator; Mike Collins, Esq., Solicitor for WBRA; John Lucas, Muncy Boro resident, Richard Baker, Muncy Boro resident.

Public Comment: John Lucas, of 532 S. Main Street, Muncy addressed the board regarding an emergency issue with is sewer lateral. Mr. Lucas replaced approx. 110 feet of his private line a few years ago. The entire line could not be replaced due to issues with his neighbor's fencing and trees which were planted over the lateral that connects to the manhole (the line is located in a vacated alley). Mr. Lucas indicated that the line is now backing up and about to cause a problem in his home. WBRA had not discovered any evidence of an easement for the line or evidence the alley was vacated. This suggested that the line might have been a public line that was not included in the previous MBMA asset list, which occasionally occurs with regard to older lines. WBRA's policy has been to replace lines like this that are located within public rights of way (like alleys) and was scheduled to dig up the line last week, however, the boro provided proof indicating the alley was in fact vacated. This prevented WBRA's planned work due to access restriction.

Per Boro Manager, Bill Ramsey, an easement was created during the subdivision of the surrounding properties in the 1920s including an unopened alley where the lateral was placed. According to Solicitor Collins, the use of the original easement remains, which would give the Authority the ability to work at least within 10 feet of the manhole. WBRA can direct the neighbor to remove his/her fence, and the board has agreed to pay to have trees over the lateral removed if necessary. **Motion** to make repairs to the line made by Ed Shrimp. Second by Teri Snyder. All were in favor. Motion passed.

Approval of Minutes: **Motion** to accept meeting minutes of October 11, 2017 made by Ed Shrimp. Second by Teri Snyder. All were in favor. Motion passed.

Approval of Bills /Treasurer's Report: **Motion** to accept Bills/Treasurer's Report made by Ed Shrimp. Second by Lynn Crist. All were in favor. Motion passed.

Correspondence: Montgomery Christmas Committee. **Motion** to donate \$500 to Montgomery Christmas Committee made by Lynn Crist. Second by Ed Shrimp. All were in favor. Motion passed.

Old Business

Opera House: Environmental review is done. Settlement process is underway with closing ready for next week.

Route 15 update: Larson Design is moving forward. Permits will be ready in early January. Still no news on the RCAP grant the County applied for.

Personnel Manual: **Motion** to approve Personnel Manual contingent upon Ben Landon's review made by Ed Shrimp. Second made by Lynn Crist. All were in favor. Motion passed.

New Business

Christmas lunch: The board is invited to the WBRA Christmas lunch on Thursday, December 21st at noon at WBRA.

2018 Fundraiser: Mr. Moore noted that as WBRA has carried out collections activities for past-due sewer debt, we have been able to identify some customers who would have a genuine case for relief of past due debt or sewer fees due to a hardship such as illness (cancer, etc.) or long term unemployment. Mr. Moore intends to establish a 501(c)(3) not-for-profit to help customers who are having financial trouble with their sewer bills. Per the Authorities Act, WBRA can only donate to a 501(c)(3) not-for-profit. Mr. Moore volunteered to personally pay the set-up costs. Mr. Moore would like to have 2 WBRA representatives on the 501(c)(3) Board of Directors, including possibly WBRA Board members and/or employees. The A 501(c)(3) not-for-profit Board of Directors would include at least 5 people, so WBRA would not be a majority of the votes on the Board; this would provide representation for WBRA without creating a scenario where WBRA would control who receives grants from the A 501(c)(3). Mr. Moore will not serve on the Board of Directors so

that he can act as the facilitator to bring the applications for grant to the A 501(c)(3) Board of Directors for consideration. **Motion** to donate \$1,000 to the A 501(c)(3) once it is established made by Lynn Crist. Second by Ed Shrimp. All were in favor. Motion passed.

Boro Drop Boxes: Drop boxes will no longer be available at boro offices for WBRA payments as of January 15, 2018.

Healthcare update: The board was provided information for the 2018 healthcare rate analysis for their review. WBRA will stay with the same carrier. The only change will be switching to a \$1,000 deductible plan for 2018. This should save money for the Authority while preserving the level of benefits.

Inspection Letters: Dave Eakin asked that a "Second Notice" stamp be placed at the top of any second notice home inspection letters.

With no further business to conduct, Motion made by Teri Snyder to adjourn the meeting at 8:10 pm. Second by Ed Shrimp. All were in favor. Motion passed.

Certified as Approved Meeting Minutes of the WBRA: William R Ramsey
