

Meeting Minutes of May 9, 2018



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

Roll Call: Present: Dave Eakin, Ed Shrimp, Bill Ramsey, Lynn Crist, Chuck Leonard and Dick Miller.

Absent: Teri Snyder and Leon Liggitt

Pledge of Allegiance.

Guests: Eric Moore, Executive Director; Tara Rall, WBRA Admin. Coordinator; Doug Keith, HR Consultant

Public Comment: None

Approval of Minutes: Motion to approve meeting minutes, contingent upon fixing some typing errors, of April 11, 2018 approved by Ed Shrimp. Second by Dick Miller. All were in favor. Motion passed.

Approval of Bills/Treasurer Report: **Motion** to accept Bills/Treasurer's Report for April 2018 made by Dick Miller. Second by Ed Shrimp. All were in favor. Motion passed.

Old Business

Route 15 update: No update on the RCAP grant yet. It might be until June before any information is received. Several businesses are currently looking at the Route 15/54 corridor for development.

Doug Keith report: Mr. Keith met with the Board for the first time and provided a verbal overview of his findings and recommendations regarding his time shadowing the finance department. He will have a report provided to the Board soon.

New Business

Clinton Township Volunteer Fire Co. 2018 Fund Drive: The Board reviewed the Fire Co.'s request for donations. Due to budget constraints WBRA is unable to contribute this year. WBRA already limits the Fire Co. sewer bill to one EDU.

Billing Adjustments for 2017: Mr. Moore requested that the finance committee meet soon to review and sign off on the billing adjustments for 2017.

Other updates:

Policies: The office is currently updating the policy manual. Policies will be provided to the Board for final approval.

One customer is Muncy Creek Township has been preventing WBRA's access to their water shut off valve by parking their vehicle over the valve. WBRA has issued several notices, but the customer refuses to pay their past due bill or move their vehicle. Our options under our Rules and Regulations include:

- Contacting the police, obtaining a warrant for entry and removal of the water meter.
- Lien the property
- Excavating and terminating the water service (MBMA has indicated they would support this as the customer owes on the water as well).
- Sheriff sale

Staff will craft a letter to this customer explaining the potential enforcement actions.

Inactive vs. Disconnect: Due to some customer complaints, Mr. Moore again reiterated to the Board WBRA's disconnection of sewer policy. There is no "inactive" account status. Any customer who wishes to have his/her sewer turned off, an account can be discontinued if a request is submitted in writing. At that point a disconnection letter will be sent to the customer indicating that if service is disconnected there will be a \$2,900 tapping fee assessed when the customer wants to sewer connected again.

Muncy Pool: With help from the hydro excavator, the sewer lateral has been located. However, their line is too deep to meet ours. A grinder pump will need to be installed.

With no further business to conduct, **Motion** made by Teri Snyder to adjourn the meeting at 6:57 pm. Second by Dick Miller. All were in favor. Motion passed.

Certified as Approved Meeting Minutes of the WBRA:

William R Ramsey