

Meeting Minutes of December 11, 2019



The Public Meeting was called to order by Chuck Leonard at 6:40 pm.

Roll Call: Present: Chuck Leonard, Edward Feigles, Teri Snyder, Lynn Crist, Debbie Stine. Present via telephone: Todd Pysher. Present via skype: Leon Liggitt

Absent: Pat Deitrick

Guests: Eric Moore, Executive Director; Jonathan DeWald, Esq., Solicitor for WBRA, John Karichner, Bookkeeper for WBRA, Dave Walters, Larson Design Group

Pledge of Allegiance.

New Business: Resolution Authorizing Board Members Remote Attendance at Meetings via Electronic Methods: **Motion** to adopt Resolution Authorizing Board Members Remote Attendance at Meetings via Electronic Methods with the removal of Paragraph 5 made by Teri Snyder. Second by Debbie Stine. All were in favor. Motion passed.

Public Comment: None

Approval of Minutes: **Motion** to accept meeting minutes of November 13, 2019 made by Teri Snyder. Second by Ed Feigles. Motion passed 6-0-1 (Abstained: Debbie Stine).

Approval of Bills /Treasurer's Report: **Motion** to accept Bills/Treasurer's Report made by Ed Feigles. Second by Debbie Stine. All were in favor. Motion passed.

Capital Budget: **Motion** to accept Capital Budget made by Teri Snyder. Second by Lynn Crist. All were in favor. Motion passed.

Final draft of 2020 budget: **Motion** to approve 2020 budget made by Teri Snyder. Second by Ed Feigles. All were in favor. Motion passed.

Old Business

Route 15 sewer: As discussed last meeting, the County Commissioners approved loan documents and therefore current project is now out to bid. Updates will be provided at the next meeting.

Adoption of Policy 2019-015 - Meals Per Diem: **Motion** to approve Policy 2019-015 made by Lynn Crist. Second by Ed Feigles. All were in favor. Motion passed.

Holiday luncheon reminder: Staff Christmas lunch will be held on Friday, December 20, 2019 at noon. Catered by Station House. All board members are invited to attend.

New Business:

Resolution Authorizing Board Member Remote Attendance at Meeting Via Electronic Method: See above.

Policy 2018-018 – Form of Payment after distribution of door hangers: Staff has been noticing an increase in returned-checks due to insufficient funds from customers attempting to delay water shut off due to overdue sewer accounts. 24-48 hour door hangers are placed on properties that are scheduled for water turn off due to unpaid sewer bills. This Policy would eliminate this issue by only permitting payment in the form of cash, money order or online payments from the time door hangers are issued until the day after water shut offs. Board reviewed and passed along to Solicitor to review for next meeting.

Committee Reports:

Equipment Committee recommends purchasing Muni-Link, a new billing software, to help support WBRA handling Muncy Borough water customers in 2020.

Motion to adopt the Muncy Borough Municipal Authority and WBRA Water Agreement made by Leon Liggitt. Second by Lynn Crist. Voted yes: Chuck Leonard, Ed Feigles, Leon Liggitt and Lynn Crist. Voted no: Debbie Stine, Teri Snyder and Todd Pysher. Motion passed 4-3.

Finance Committee: Please prepare to meet on January 28 at 6pm to discuss updates.

Board meetings will be advertised for 2020 in the Sun Gazette this week. Meeting dates will remain the same, second Wednesdays at 6:30 pm and fourth Tuesday at 6:30 both at WBRA offices.

With no Further public business to conduct, motion made by Lynn Crist to adjourn the meeting at 8:15 pm.

Certified as Approved Meeting Minutes of the WBRA: Debra Stine