

Meeting Minutes of May 13, 2020



Board meeting was held in person at WBRA office and virtually via GotoMeeting.

Roll Call: Todd Pysher, Teri Snyder, Ed Feigles, Debbie Stine, and Pat Deitrick. **Absent:** Rocky Sanguedolce

Roll Call present via virtual conference call: Chuck Leonard and Leon Liggitt

Guests present via virtual conference call: WBRA Employee, John Karichner and Kurt Hausammann, Jr.; WBRA Solicitor, Chris Kenyon and Larson Design Group Rep, Dave Walters

Guests present: WBRA employees: Tara Rall, Johnny Lynch and Alyssa Henry; Randy Webster, Bill Scott, and Jim Bishop

Public Comment: Randy Webster, Bill Scott and Jim Bishop returned to discuss the possible development off Musser Lane and Heberling Drive. The Board reviewed new plans and concluded that WBRA cannot fund this private project. Mr. Bishop will return to the Board if he can work with adjacent landowner to work together on a larger development.

Approval of Minutes: **Motion** to accept meeting minutes of April 8, 2020 made by Pat Deitrick. 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 Leon Liggitt. Second by Ed Feigles. All were in favor. Motion passed.

Old Business

Sick Policy: Kurt Hausammann, Jr. has worked on revising 7.03 Sick Time Bank from the Personnel Manual to include Section 2 involving COVID-19 guidelines. **Motion** to adopt Section 2 of 7.03 Sick Time Policy made by Ed Feigles. Second by Debbie Stine. All were in favor. Motion passed.

Personnel Committee will meet on May 20 to discuss re-wording the personal/vacation time.

Entech: As previously discussed, there are issues with concrete scouring in the tanks and some manholes. **Motion** to approve proposal from W.J.E. & Assoc to analyze core samples, chemical analysis, prepare written report and study document review for \$27,800 and Centre Concrete to provide concrete coring services at \$5,100 made by Chuck Leonard. Second by Debbie Stine. All were in favor. Motion passed.

Larson Design Group: Guyer Brothers has completed boring on Rt. 15 with two crews operating. **Motion** to approve Guyer payment app. 1 for \$90,192.52 made by Ed Feigles. Second by Pat Deitrick. All were in favor. Motion passed.

Motion to approve Larson Design Group's Route 54 proposal for preparation of bid documents, bid phase services and construction administrative services in the amount of \$22,390 made by Ed Feigles. Second by Pat Deitrick. All were in favor. Motion passed.

Motion to approve Change Order regarding engineering services in the amount of \$9,600 made by Pat Deitrick. Second by Teri Snyder. All were in favor. Motion passed.

New Business

Improve Guaranty Agreement: **Motion** to approve Improvement Guarantee Agreement, Promissory Note and Confession of Judgment with Lycoming County in amount of \$1,500,000.00 for sewer along the main portion of Rt. 15 Corridor made by Ed Feigles. Second by Debbie Stine. All were in favor. Motion passed.

Rte. 15 Loan Agreement: Board discussed and reviewed the 5-year loan amortization scheduled on the entire \$1,500,000.00 provided by Kurt Hausammann, Jr.

Projects

Hull's Landing: There is a water main leak at Hulls under Route 442. WBRA will be digging two holes on either side of the road so boring can take place. Harder Contractor, who has been delayed due to COVID-19, will start repairs on June 15th. Johnny will speak with Guyer rep. to see what prices they can give for repairs.

E. Houston Ave: WBRA will tie into the water main on Monday, May 18th with pressure testing taking place the week after. During that time, the sewer project on E. Houston will begin with the installation of 38 service lines. The project

should be done in two weeks. Pricing so far, with main being done comes to \$117,000. The original cost bid was \$400,000.

Cemetery Road is ready to begin.

Training with the new root cutter took place yesterday at Swamp Alley. New root cutter took only 45 minutes to complete all of Swamp Alley whereas with the old equipment took 40 hours to go only 100 feet. Cost savings: new root cutter = .07 cents per foot. Old root cutter = \$80 per foot.

Director's Report

Staggered employee hours are working well. Staff is maintaining social distancing and wearing masks in the office. Main office will be open limited hours for the public on Mondays, Wednesdays, and Fridays from 10-2 until further notice.

Executive Director is working on the salary and benefit analysis as well as Executive Director's job description to the Personnel Committee next week.

Kurt, Johnny, and Todd met with members of SCI Muncy today. Reps of SCI admitted there are issues with the sewer system. A crew will be scheduled look at manholes and perform meter testing. Funding is also available.

Online meeting with the landfill reps took place this past week with Kurt, Johnny, and Ed Pietroski. Landfill is not ready to connect for another 2 years. WBRA is currently doing leache analysis that is coming into the system. The landfill does not want to hook in at the motel and instead wishes to tie in at a manhole at the golf course.

Todd asked John Karichner to provide a summary of customer billing since COVID19 began. Which customers have fallen behind because of effects of the pandemic and who are the usual customers who were already behind.

Committee Reports: None

Executive Session: Executive Session needed for legal discussion. Meeting will not reconvene.

With no Further public business to conduct, motion made by Teri Snyder to adjourn the meeting at 8:30 pm.

Certified as Approved Meeting Minutes of the WBRA: Delbric Stone