

Meeting Minutes of April 14, 2021



The Public Meeting was called to order by Todd Pysher at 6:30 pm.

Roll Call: Board Members present via GoToMeeting: Todd Pysher, Pat Deitrick, Chuck Leonard, Rocky Sanguedolce, Teri Snyder, Debbie Stine, Ed Feigles and Leon Liggitt.

Absent:

Guests: Brittnee Vann - WBRA Project Manager, Rob Smith - WBRA Safety Officer, Kurt Hausammann, Jr., Executive Director, Johnny Lynch, Jr. - WBRA Deputy Executive Director, Jeff Siverling - WWTP Manager, Tara Rall - WBRA Administrative Manager, John Karichner – WBRA Bookkeeper

Public Comment: Lorraine Confer of the Mountain Tavern addressed the Board regarding how many EDUs is assigned to the Tavern. The Board will discuss in Executive Session.

I. Approval of Minutes: Motion to accept meeting minutes of March 10, 2021 made by Pat Deitrick. Second by Leon Liggitt. All were in favor. Motion passed.

II. Approval of Bills /Treasurer’s Report: Motion to accept Bills/Treasurer’s Report made by Pat Deitrick. Second by Chuck Leonard. All were in favor. **Motion** passed. Motion to authorize staff to pay any bill prior to the monthly meetings to avoid late fees made by Chuck Leonard. Second by Teri Snyder. All were in favor. Motion passed.

III. Safety Presentation: Rob Smith, Safety Officer gave quarterly Safety report.

IV. Old Business

A. Eco Air Mechanical Services: **Motion** to award contract to Eco Air Mechanical Services for carrier 95% gas furnace with 13 SEER \$18,300 Contingent on Energy Transfer Solutions inspection of current system. V.C. 3 DWS Security Contingent on Berkshire contact.

B. Bullet proof glass quotes for reception area: **Motion** to approve Bachle Welding and Machine Inc. for installing steel sheets around reception area for \$9,571.33 and Watsonstown Glass for bullet proof reception area glass for \$5,339.30 made by Teri Snyder. Second by Chuck Leonard. Motion passed 7-1. Ed Feigles voted against.

V. New Business

A. Clinton Twp. request letter for Park Donations: **Motion** to deny park donations for Clinton Township made by Deb Stine. Second by Teri Snyder. All were in favor. Motion passed.

B Approval Personnel Committee Recommendations:

1. Two-step pay grades
2. Fill vacant Waste-Water technician position
3. Steve Michael Retiring – purchase clock
4. Jake Moore fill Michael position
5. Advertise and fill Moore labor position
6. Amend employee award program – Senior Level Employee of the Quarter recommended by Personnel Committee
7. Executive Director Qualifications – Bachelor’s, Masters Preferred – Board may substitute years of experience.
8. Compliance Inspector move to Pay Grade 3

Motion to approve Personnel Committee recommendations noted above by Ed Feigles. Second by Leon Liggitt. All were in favor. Motion passed.

C. Approve Planning Committee Recommendations

1. Resume Home Inspection January 2022: Approved by the Board
2. Waive late fees for customers that mail payments on time – Poor mail

delivery – Not for habitual offenders: Customers who have current accounts and miss or are late due to mail issues will be forgiven one time. Habitually late customers will not receive any leeway or removal of late fees.

3. DWS Security – code compliant fire alarm system: **Motion** to approve resuming home inspections in January 2022, only waiving late fees for first time offenders if received late due to mail issues and hiring DWS Security for fire alarm system made by Teri Snyder. Second by Leon Liggitt. All were in favor. Motion passed.

VI Discussion Items:

A. Exploring taking up to 20,000 gallons of septage per day – No plant improvement needed – could produce substantial revenue: Revenue from septage each day could surpass \$150,000 per year.

B. Committee Meetings continued virtual after COVID: Board all agreed that zoom meetings for monthly committee meetings are working out great and will continue each month even after COVID.

VII. Director’s Report: Board reviewed attached report.

VIII. Committee Reports: Board reviewed attached Personnel and Planning Committee reports.

Executive Session was requested to take place at close of meeting regarding legal matters. Meeting will not reconvene.

With no Further public business to conduct, motion made by Teri Snyder to adjourn the meeting at 8:35 pm.

Certified as Approved Meeting Minutes of the WBRA: Debra Stine