

Meeting Minutes of April 13, 2023



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

Roll Call: Todd Pysher (via online), Pat Deitrick, Rocky Sanquedolce, Deb Stine, Leon Liggitt (via online), Terri Snyder, and Ed Feigles

Absent: Chuck Leonard

Guests:

Johnny Lynch, Jr. WBRA Acting Exec. Dir.	Tara Ashby - WBRA Administrative Manager
Jeff Siverling, WWTP Manager	Bob Kaiser, WBRA Compliance (online)
John Karichner, WBRA Finance Officer	Erik Bell, WBRA Safety Coordinator
Jimmy Herr, WBRA Collections Sys. Manager	John Bower, Montgomery resident
Charlie Hall, Muncy Boro Manager	Ken and Donna Weimer, MCT residents
Lonny and Jess Harding, Montgomery residents	

- I. Public Comment:** Lonny and Jess Harding along with John Bower addressed the board regarding mandatory sewer hookup on their McNett Road properties. They do not feel they should be required to hook up since they have functioning septic.
- II. Approval of Minutes:** **Motion** to accept meeting minutes of March 8, 2023, made by Teri Snyder. Second by Pat Deitrick. All were in favor. Motion passed.
- III. Approval of Bills /Treasurer’s Report:** **Motion** to accept March Bills/Treasurer’s Report made by Ed Feigles. Second by Pat Deitrick. All were in favor. Motion passed.
- IV. Safety Report:** New WBRA Safety Coordinator, Erik Bell, introduced himself to the board and provided them with the quarterly safety report.
- V. Old Business:**
 - a. **SCI Muncy:** SCI meeting took place on March 16th at WBRA office. The items discussed included a stub that needs to be installed and a grant to upgrade a Lift Station on Rt. 405 in the amount of \$490,000. Jimmy Herr, WBRA Collection Systems Manager proposed the idea of putting the pump station for SCI near the intersection of Rt. 405 and Blessing Drive.
 - b. **Lycoming County Landfill Agreement:** Tabled until next month per Solicitor’s request.
 - c. **Rt. 54 grant approved:** Grant approved for \$600,000.
 - d. **MCT update:** Maintenance and operations of MCT sewer by WBRA will start May 1, 2023. The MCT meeting is on April 26, 2023, at which time the agreement between MCT and WBRA will be signed.
 - e. **Utility Cloud update:** Per Solicitor’s report of April 13, 2023, Utility Cloud has not been in contact with Chris Kenyon, Esq. to discuss WBRA’s current position. Full reimbursement from Utility Cloud to WBRA will be requested in a Demand Letter from Attorney Kenyon no later than April 21, 2023. He will keep the board apprised of any updates.
- VI. New Business:**
 - a. **New Employees:**
 - i. **Pamela Goff** – Office Admin: Pam started with WBRA on March 27, 2023
 - ii. **Nick Fritzinger** – Maintenance: Nick started with WBRA on March 27, 2023. He works with the maintenance crew.
 - iii. Doug Brown has been moved to Water Manager. Zakk Sauers and Frank Smith are now on the Water team.
 - b. **July 12, 2023 @ 11am – Lunch/tour with PA Reps. Flick and Hamm and Senator Yaw:** WBRA will host a lunch and tour for PA Representatives and Senator along with any board members who are available.
 - c. **Manager and Board Meetings:** Manager meetings with board members will be held quarterly. WBRA monthly board meetings will now be held on the 3rd Wednesday of each month at 6:30pm at the WBRA office. An advertisement will be placed in the Sun Gazette.

- d. **Moving Equipment Operator to Pay Grade 4:** Pay Grade has been updated to reflect Equipment Operator at a Grade 4 instead of 3.
- e. **Discount for yearly sewer payments: Motion** to offer a zero discount for customers who want to pay yearly made by Pat Deitrick. Second by Rocky Sanguedolce. All were in favor. Motion passed.
- f. **Susquehanna Fire Equipment-AED \$1,662.00: Motion** to approve purchase of AED from Susquehanna Fire Department in the amount of \$1,662.00, which includes training as recommended by WBRA Safety Coordinator, Erik Bell made by Ed Feigles. Second by Pat Deitrick. All were in favor. Motion passed.
- g. **UV Bulbs to replace gas chlorine for WWTP:** Jeff Siverling researched the cost of upgrading from gas chlorine to UV bulbs for the treatment plant and determined it is not feasible with a cost of \$680,000 plus installation.
- h. **Tapping Fee with payment plan – materials included:** Any tapping fees, including labor and materials at McNett Road can be included in a payment plan if the customer requests.
- i. **Certified mail – WBRA Rules and Regulations:** Per discussions between Bob Kaiser, WBRA Compliance Officer and Solicitor confirmed that no letters need to be sent certified mail.
- j. **Grinder Pump Exemption:** There will be no grinder pump exemptions for customers.

VII. Solicitor’s Report: Solicitor provided updates on Utility Cloud, status of upcoming Sheriff sales and MCT Operations and Maintenance Agreement between MCT and WBRA.

VIII. Director’s Report:

- 1. Four grinder pumps were put in on McNett and Blind Roads.
- 2. We hired two employees, Pamela Goff, Admin. Assistant (part time) and Nicholas Fritzing, Maintenance (full-time).
- 3. Buttonwood Water project will start April 11, 2023.
- 4. WBRA received a grant for Rt. 54 in the amount of \$679,753. We also put in for a new ARPA grant for Phase 2 of the Muncy Trunk Line for \$300,000. We also have a grant pending for the lift station and bore for Phase 2 of the Trunk Line. Lea Rehm from Penn Strategies is looking for any grant money for the plant if we decided to change to UV from gas chlorine.

IX. Board Reports – None

X. Committee Reports – None

XI. Executive Session: Personnel: WBRA board paused the meeting at 7:40pm to enter an Executive Session to discuss personnel. They will reconvene.

Meeting reconvened at 8:05pm.

Motion to move Tara Ashby to pay grade 7 upon completion of Human Resource Certification and move John Karichner, Financial Officer to a pay grade of 4 made by Ed Feigles. Second by Pat Deitrick. All were in favor. Motion passed.

With no Further public business to conduct, motion made to adjourn the meeting at 8:10pm.

Certified as Approved Meeting Minutes of the WBRA: Therese Snyder