

Meeting Minutes of January 10, 2024



The Public Meeting was called to order by WBRA Executive Director, Johnny Lynch, Jr. at 6:30 pm.

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

Absent: Deb Stine

Guests: Johnny Lynch, Jr. WBRA Executive Director Tara Ashby - WBRA H.R. Manager
Bob Kaiser, WBRA Compliance (online) Steven Hartley, Esq.
Daphne Bowers, MASD Grant Evangelisti, MASD
Tom Marshall, Esq., MASD Andy Keister, Engineer MASD
Mark Wetherhold, Muncy Sewer Lateral Jodi Wolfe, REMAX West Branch Realtor
Dick Sutton, Muncy Boro Council Scott Delaney, Muncy Boro Council
Mike Rivera, Muncy Sewer Lateral Ileana Magareata, Muncy Sewer Lateral
Ken and Donna Weimer, MCT Cindy Appleman, Edge Team Reality

I. Election of Officers:

Chairman: Motion to elect **Todd Pysher as Chairman** made by Teri Snyder. Second by Pat Deitrick. All were in favor. Motion passed.

Vice Chairman: Motion to elect **Rocky Sanguedolce as Vice Chairman** made by Teri Snyder. Second by Ed Feigles. All were in favor. Motion passed.

Treasurer: Motion to elect **Debbie Stine as Treasurer** made by Ed Feigles. Second by Pat Deitrick. All were in favor. Motion passed.

Assistant Treasurer: Motion to elect **Ed Feigles as Assistant Treasurer** made by Pat Deitrick. Second by Todd Pysher. All were in favor. Motion passed.

Secretary: Motion to appoint **Teri Snyder as Secretary** made by Pat Deitrick. Second by Ed Feigles. All were in favor. Motion passed.

Assistant Secretary: Motion to appoint **Pat Deitrick as Assistant Secretary** made by Ed Feigles. Second by Teri Snyder. All were in favor. Motion passed.

Vice Chairman, Rocky Sanguedolce took control of the meeting.

II. Public Comment: Jodi Wolfe, of REMAX West Branch addressed the board regarding home inspection results for buyers of a property in Muncy. The results of the home inspection for this property indicated that the lateral would need to be fixed in the future. Ms. Wolfe argued that she needed an exact date for this replacement as it needs to be placed in Escrow for the closing. The board explained why an exact date in the future cannot be made as it coincides with replacing the main in the future. At this moment there is no scheduled maintenance in that area. Ms. Wolfe also questioned the lack of grant funds from CDBG for 2024.

Andy Keister, Engineer from Livic Civil for MASD asked when they can expect a response to his request for a Will Serve letter sent to WBRA in June 2023. The board reaffirmed that with I&I issues on Old Road a Will Serve Letter cannot be granted until the issue is resolved. Chairman Todd Pysher directed that Andy Keister is to only contact Executive Director, Johnny Lynch regarding the MASD project and not WBRA Engineer, Chase Kelch.

III. Approval of Minutes: Motion to accept meeting minutes of December 13, 2023, made by Chuck Leonard. Second by Pat Deitrick. All were in favor. Motion passed.

III. Approval of Bills /Treasurer's Report: Motion to accept Bills/Treasurer's Report made by Ed Feigles. Second by Chuck Leonard. Motion passed 6-0-1 (Pat Deitrick abstained from the Applied invoice).

IV. Old Business:

- a. **Muncy Area Volunteer Fire Department** has scheduled CPR training for WBRA employees to be held on Tuesday, January 16, 2024, at the WBRA office.
- b. **Hughesville Agreement Update:** Solicitor, Chris Kenyon is working on the final remaining issues/questions regarding the agreement. Once completed meter exchanges can begin.
- c. **Utility Cloud update:** Tabled until next meeting.

V. New Business:

- a. **Ban on tie-ins on Old Road for houses and schools until the I&I issue is fixed.** The board discussed and agreed.
- b. **Statement of Financial Interest** provided to board members to be completed and returned to Tara Ashby at their earliest convenience.
- c. **Lateral Inspections requirements for home sales.** Realtors can contact WBRA to schedule lateral inspections at their discretion. WBRA staff are to be given at least two weeks' notice and there will be a fee included for the service.
- d. **Thank you email regarding home inspection** provided from homeowner who recently had a home inspection completed at her residence. She was thankful for the professional and helpful service of our WBRA crew.
- e. **Postage increase:** Tara Ashby asked the board to consider charging customers for copy requests. **Motion** to comply with statute to charge customers for copies and add to the 2024 Fee Schedule made by Chuck Leonard. Second by Teri Snyder. All were in favor. Motion passed.

VI. Director's Report

1. **Planning to have office painted in the beginning of February**
2. **Maintenance and dig crew will be working on equipment for next year's digs**
3. **Maintenance will be servicing pumps at all lift stations.**

VIII. Board Reports - None

IX. Committee Reports – None

X. Executive Session: None

With no Further public business to conduct, motion made to adjourn the meeting at 7:32 pm.

Certified as Approved Meeting Minutes of the WBRA: *Therese Snyder*