

# Meeting Minutes of December 11, 2024



The Public Meeting was called to order by WBRA Vice Chairman, Rocky Sanquedolce at 6:30 pm.

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

**Absent:** Rick Kneedler

**Guests:** Johnny Lynch, Jr. WBRA Executive Director  
Bob Kaiser, WBRA Compliance (online)  
John Karichner, WBRA Financial Officer (online)  
Ken and Donna Weimer, MCT Residents

Tara Ashby - WBRA H.R. Manager  
Richard Shoch, WBRA Solicitor  
Jeff Siverling, WWTP Manager

**Public Comment:** None

**I. Approval of Minutes: Motion** to accept meeting minutes of November 13, 2024, made by Ed Feigles. 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 Leon Liggitt. Second by Ed Feigles. All were in favor. Motion passed.

**III. Old Business:**

- a. **First Amendment to SCI Agreement: Motion** to approve First Amendment to SCI Agreement made by Teri Snyder. Second by Deb Stine. All were in favor. Motion passed.
- b. **First Amendment to Management Agreement between MBMA and WBRA:** Agreement between MBMA and WBRA to take place for another 5 years. **Motion** to approve First Amendment to Management Agreement between MBMA and WBRA made by Ed Feigles. Second by Leon Liggitt. All were in favor. Motion passed.
- c. **Heather Brooke Housing Park:** Ken Weimer made all corrections to his property that were found by WBRA during last month's inspection. Attorney Shoch will prepare a Offer of Dedication for next month's meeting.

**IV. New Business:**

- a. **WBRA Christmas Lunch:** Montgomery Legion will host WBRA's Christmas lunch on Friday, December 20, 2024, beginning at noon. All board members are invited to attend.
- b. **Comp. time for Exempt Employees:** Comp time may be granted to exempt employees who are required to work more than 40 hours in a week due to sewer or water-related emergencies. Exempt employees must mark reflect on his/her timesheet the comped time hours. **Motion** to approve comp time of exempt employees to be used only the week following the emergency work and if not used that following week the comp time is lost made by Leon Liggitt. Second by Ed Feigles. All were in favor. Motion passed.

**V. Director's report:**

1. The dig crew will be split up for the winter to help with maintenance and home inspections.
2. The managers and I are working on projects for next year.
3. There will be staff changes to help different teams.  
**Motion** to place an ad for Water Technician to begin in January made by Leon Liggitt. Second by Ed Feigles. All were in favor. Motion passed.

**V. Solicitor's Report:**

1. WBRA agreement with Portnoff has ended. Attorney Shoch will provide a letter to Portnoff to reflect the end of the relationship with WBRA. **Motion** to rescind agreement with Portnoff made by Ed Feigles. Second by Leon Liggitt. All were in favor. Motion passed.
2. **Northwoods Motel: WBRA filed a lien on the property for the upcoming February Sheriff sale.**

**3. Montgomery School District:** There are currently 2 sewer lines on the school property. An Operation and Maintenance Agreement should be created like the one created with SCI.

Meeting adjourned at 6:55pm

Certified as Approved Meeting Minutes of the WBRA: *Tara Ashby* \*Human Resources Manager

*\*Secretary and Assistant Secretary were absent at 1/8/25 meeting*