

# Meeting Minutes of February 12, 2025



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

**Roll Call:** Todd Pysher, Chuck Leonard, Rocky Sanquedolce, Deb Stine, Teri Snyder (online), Ed Feigles, Rick Kneedler

**Absent:** Leon Liggitt

**Guests:** Johnny Lynch, Jr. WBRA Executive Director      Tara Ashby - WBRA H.R. Manager  
Bob Kaiser, WBRA Compliance (online)                      Rich Shoch, WBRA Solicitor  
John Karichner, WBRA Financial Officer                      Jeff Siverling, WWTP Manager  
Kaelyn Koser, WBRA GIS    Charley Hall, Muncy Boro Manager

**I. Public Comment:** Charley Hall wanted to thank Thad Martin and Ken Berger for helping with a plumbing emergency at the Boro Hall office. Their help in correcting the issue saved the boro a great deal of money. He wanted to thank them personally and WBRA for their help.

**III. Approval of Minutes:** **Motion** to accept meeting minutes of February 12, 2025, made by Ed Feigles. Second by Chuck Leonard. 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 Deb Stine. All were in favor. Motion passed.

**IV. Old Business:**

- a. **Home Inspections – Property owners not complying:** The Solicitor, Shoch, reviewed WBRA Rules and Regulations and confirmed that the authority can cap sewer lines for non-compliance issues. The solicitor will create a draft to amend the 2022 Policy regarding water shut-offs to now state sewer capping instead of water shut-offs. Surcharges can also be added to a customer’s bill as a fine for non-compliance.
- b. **N. Washington Street- condition of street:** A portion of N. Washington Street, from Green to Mechanic, in Muncy is becoming undriveable due to settling where an old sewer line is. Approximately 1,400 feet of that road will need to be replaced this spring.

**V. New Business:**

- a. **2025-01 Fee Schedule Resolution:** **Motion** to adopt 2025-01 Fee Schedule made by Ed Feigles. Second by Chuck Leonard. All were in favor. **Motion** passed.
- b. **2024 Financial Statements:** Provided to all board members to be filled out and returned by May.
- c. **Repeat customers with overdue balances:** A 5-day grace period will be added after the monthly due date. Quarterly letters will be sent to customers who owe \$120 or less to advise they are behind due to possible late fees or previous partial payments.
- d. **Resolution 2025-02 – Act 537 Plan:** Motion to adopt Resolution 2025-02 made by Ed Feigles. Second by Chuck Leonard. All were in favor. Motion passed.
- e. **Muncy Trunkline Discussions:** A meeting took place with Christine from LCWSA and Johnny Lynch, Kaelyn Koser, and WBRA’s Engineer, Chase Kelch regarding the trunkline. Discussions included if bidding out for an engineer is required with grant money involved. The Board agreed to pay Chase Kelch directly from WBRA funds on this project and will not seek reimbursement through the grant, therefore, there would be no need to bid for engineering services. It was also reiterated that it is important to always get everything in writing regarding LCWSA meetings.
  - 1. **Rue Environmental – Phase I Proposal:** **Motion** to accept Rue Environmental’s proposal for Phase 1 Archeological Survey made by Ed Feigles. Second by Chuck Leonard. All were in favor. Motion passed.

**VI. Director's Report**

1. WBRA is going to apply for a small water and sewer grant for the Trunkline in Muncy.
2. Maintenance at the plant and lift stations are getting caught up.
3. Johnny Lynch would like to help our municipal partners this year without the need of a WBRA contract.
4. Two separate meetings took place this month:
  - a. WBRA and the reps. of the County Landfill met for pretreatment discussions. WBRA was informed that the Landfill doesn't have funding for this. The Landfill will add this item to next year's budget for the County Commissioners' approval.
  - b. A meeting with the County Commissioners, WBRA and Clinton Township took place regarding the subdivisions at the gold course. Getting water to the subdivisions will be difficult for Montgomery to afford if the County doesn't help. A meeting will be set up with Brady Township to discuss this issue and try to find a resolution.

**VII. Solicitor Report:** Solicitor Shoch is waiting to discuss with WBRA's other Solicitor, Chris Kenyon, updates on the Utility Cloud matter. He will provide an update for the board at the next meeting.

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

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