

Clinton  
Township  
Todd Pysher  
Richard Kneedler  
Executive Director: John Lynch, Jr.

Muncy  
Borough  
Chuck Leonard  
Edward Feigles



Muncy Creek  
Township  
Teri Snyder  
Leon Liggitt  
WBRA Solicitor: Richard Shoch, Esq.

Montgomery  
Borough  
Debbie Stine  
Rocky Sanguedolce

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## Board of Directors' November 12 2025, Meeting Minutes

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- I. CALL TO ORDER:** Board member Ed Feigles called the meeting to order at 6:30pm.
- II. ROLL CALL:** Ed Feigles, Rick Kneedler, Chuck Leonard, Teri Snyder, Debbie Stine, Leon Liggitt  
**Absent Board Member(s):** Todd Pysher and Rocky Sanguedolce  
**WBRA staff present:** Executive Director, Johnny Lynch, Jr., H.R. Manager, Tara Ashby, Compliance Manager, Bob Kaiser (online), WWTP Manager, Jeff Siverling, and Finance Coordinator, Cari Buck
- III. GUESTS:** Muncy Boro Manager, Charley Hall
- IV. PUBLIC COMMENT:** Charley Hall announced that Muncy Borough will schedule work on N. Washington Street from Dollar General to Green Street this coming spring.
- V. APPROVAL OF AUGUST 13, 2025, MEETING MINUTES:** Leon Liggitt requested a change to the October meeting minutes under the Director's Report, Item 2. The word "transfer" should be replaced with "dissolved." A motion to approve September 10, 2025, meeting minutes, as corrected, was made by Chuck Leonard and seconded by Leon Liggitt. *The motion was unanimously approved. Motion carried.*
- VI. APPROVAL OF BILLS /TREASURER'S AUGUST REPORT:** A motion to approve November's Treasurer's Report was made by Leon Liggitt and seconded by Chuck Leonard. *The motion was unanimously approved. Motion carried.* Audit results will be next month.
- a.) 2026 Budget:** The Executive Director requested a 3% Cost-of-Living increase and a 2% Merit increase for staff, both of which were already included in the proposed budget. A motion to approve the 2026 budget was made by Chuck Leonard and seconded by Leon Liggitt. *The motion was unanimously approved. Motion carried.*
- VII. OLD BUSINESS:**
- a.) Muncy Trunk Line update:** Muncy Trunk Line Update: Engineer Chase Kelch provided an update on the Muncy Trunk Line project. He recommended informing DPA that the project will be self-funded. WBRA will also be able to apply for grants to support the project. The 537 Plan will need to be revised as well. Chase was directed to submit to DPA that this project will be self-funded.
- b.) Chippewa Road:** A LSA Grant Resolution of \$735,350.42 was signed for Chippewa-Lime Bluff Sewer Extension, Phase II.
- VIII. NEW BUSINESS:**
- a.) Yearly sewer discount billing issues:** Last year, the Board approved a 5% discount for customers who paid their sewer bill in full for the year. Due to ongoing billing system issues, staff are requesting that the discount not be offered this year. The current system cannot apply the discount without negatively impacting water customer accounts. A motion to remove the 5% yearly discount was made by Teri Snyder and seconded by Debbie Stine. *The motion was unanimously approved. Motion carried.*

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b.) **LSA Grant Resolution:** This item was discussed under Old Business, section b.) Chippewa Road.

**IX. DIRECTOR'S REPORT:**

1. Projects are done for the year.
2. We will be discussing new projects for 2026.
3. Muncy Creek Township Supervisors voted against the termination of the Muncy Creek Township Authority.
4. Home Inspections for Clinton Township will begin in January.
5. The dig crew will help maintenance catch up on any projects around the facility for the remainder of the year.

**X. SOLICITOR REPORT:** None.

**XI. ADJOURNMENT:** With no Further public business to conduct, a motion was made to adjourn the meeting at 7:20pm.

Certified as Approved Meeting Minutes of the WBRA:  on behalf of Therese Snyder