

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

Board of Directors' July 9, 2025, Meeting Minutes

- I. Call to Order: Chairman, Todd Pysher, called the meeting to order at 6:30pm.**
- II. Roll Call:** Todd Pysher, Teri Snyder, Ed Feigles, Rocky Sanguedolce, Leon Liggitt, Chuck Leonard, and Rick Kneedler **Absent:** Deb Stine
- III. Guests:** Johnny Lynch, Jr., - WBRA Executive Director, Tara Ashby - WBRA H.R. Manager, Bob Kaiser – WBRA Compliance (online), Jeff Siverling – WWTP, Cari Buck - WBRA Finance, Richard Shoch - WBRA Solicitor, Charley Hall - Muncy Borough Manager
- IV. Public Comment:** Charley Hall, Muncy Borough Manager updated the board with the status of working on Washinton Street in Muncy. Due to the weather the project is being held off until spring. Cold patch was ordered for the winter if needed for temporary fixes.
- V. Approval of June 11, 2025, Meeting Minutes:** A **motion** to approve the meeting minutes of July 9, 2025, was made by Ed Feigles and seconded by Leon Liggitt. ***The motion was unanimously approved. Motion carried.***
- VI. Approval of Bills /Treasurer's July Report:** A **motion** to approve the June Treasurer's Report was made by Ed Feigles and seconded by Chuck Leonard. ***The motion was unanimously approved. Motion carried.***
- VII. Old Business:**
 - a. Wenger's Feed Mill Meter update:** Johnny, Jimmy and Todd recently met with Wenger's representatives to discuss issues with current meter readings. Upon inspection a broken motor and decaying pipes were discovered. WBRA corrected the issues. Cameras will run through the pipes next week and an update will be provided.
 - b. Declaration of Emergency Purchases Policy:** **Motion** to approve 2025-07 Emergency Purchases Policy was made by Ed Feigles and seconded by Leon Liggitt. ***The motion was unanimously approved. Motion carried.***
- VIII. New Business:**
 - a. 2019-15 Per Diem Policy updated:** **Motion** to approve per diem policy update was made by Ed Feigles and seconded by Leon Liggitt. ***The motion was unanimously approved. Motion carried.***
 - b. 2025-05 PTO Payout upon Termination or Resignation Policy:** **Motion** to terminate PTO time if an employee is terminated was made by Ed Feigles and seconded by Teri Snyder. The motion was unanimously ***denied.***
 - c. 2025-06 Returned Check and Inadequate Fund Policy:** **Motion** to approve charging a customer \$35 for returned checks due to inadequate funds was made by Ed Feigles and seconded by Chuck Leonard. ***The motion was unanimously approved. Motion carried.*** The board also discussed staff being permitted to decline credit card or ACH payments once door hangers for potential sewer capping or water shut off are distributed.

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IX. Director's Report:

1. The dig team is still working on Hughesville's water line.
2. A small lift station at Wenger's Feed Mill was not working and has hired WBRA to fix it.
3. The Muncy's water project will begin once Hughesville's water project is completed.
4. The final project for the year will be the Trunk line in Muncy

X. Solicitor Report: All items discussed above.

With no Further public business to conduct, a motion was made to adjourn the meeting at 7:51pm.

Certified as Approved Meeting Minutes of the WBRA: Therese Snyder