

MEETING MINUTES  
WYALUSING MUNICIPAL AUTHORITY  
50 SENATE STREET  
WYALUSING, PA 18853  
Regular Meeting – August 12<sup>th</sup>, 2025

Call to Order

The Wyalusing Municipal Authority held their scheduled monthly meeting on August 12<sup>th</sup>, 2025, at the Wyalusing Borough Hall. Jeannie Woodruff (Chairperson) called the meeting to order at 6:00 pm. The following were in attendance: John Keeney, Brad Kintner, Heather Vandemark, Steve Campbell (Operations Manager), and Heather Snyder (Secretary).

Absent: Ron Masters (Treasurer), Aaron Woodruff (Vice Chairperson),

Guest: Warren Howler (Rocket Courier), Lawrence Larue (Milnes), Joe Rinkus (LHC Construction), R Yentz (LHC Construction)

Liaison: Absent - Brooks Blemle

Guests: Lawrence Larue (Milnes), Joe Rinkus (LHC Construction), R Yentz (LHC Construction)

Introduced themselves as the engineers and construction company asking for us to reconsider the Denial of Service letter for a Will Serve letter for an older community development behind Connie's and The Meadows for West Wyalusing, LLC and Hayseed Group. The development will be completed in three sections totaling 128 units with approximately 29,800 gallons a day. The Board explained that WMA's plant does not have the capacity to accommodate the extra daily gallons. The plant is permitted and can accommodate the capacity of 100,000 gallons a day and averages approx. 69,000 gallons a day. The Board would like extra information presented such as EDU numbers, timeline of the project, any supporting data for usage, plans, etc.

Approval of Last Meeting's Minutes for July 08<sup>th</sup>, 2025

Monthly Meeting – Brad Kintner motioned to pass the minutes. Heather Vandemark seconded the motion. The motion passed unanimously.

Delinquent and Meter Issue List

The board reviewed the delinquent lists.

- The Board has decided to release a customer on a payment plan.

The board reviewed the Meter Issue lists.

Treasury Report

Mechanical Services – Board requested to negotiate then settle

Motion to Pay Bills - The Municipal Authority bills were reviewed by the Board. A motion was made by Heather Vandemark, seconded by John Keeney to approve/pay the WMA bills. The motion passed unanimously.

Financial Report

The board reviewed the Financial Reports.

PennVest Loan Review – the board reviewed PennVest information

Borough Report

The board reviewed Borough Minutes, Heather Snyder acted as liaison.

Water / Wastewater Report – Steve Campbell

- Dave Sturdervant – Board agrees to hire Mr. Sturdervant as back up as Daniel Kraus has moved and will no longer be acting backup. A motion was made by Brad Kintner, seconded by Heather Vandemark to hire Dave Sturdervant as acting plant operations backup. The motion passed unanimously.
- Truck emblems – Board reviewed possible emblems for truck, would like to receive clearer and digital backup for voting.

#### WWTP –

- Influent Flow: 2,124,700 (68,539 daily average)
- Effluent Flow: 2,127,800 (68,639 daily average)
- 6,300 sludge hauled this month to Wyoming Valley

#### Headworks:

1. M.R. Dirt will be coming down to look at the pavement issues. The pavement has several spots where it comes from turning the tires on the truck or mini excavator.
2. Tractor Supply will be doing the sewer connections this week.

#### WTP-

- 2,030,700 (65,506) gallons pumped from the Ballpark well.
- 17,407 gallons pumped from Welles well.
- Working on a broken service line at Homer's barn. There are two taps coming straight off the top that tee together, and everything is in real bad shape. I picked up the parts on Thursday and am planning on finishing the repair on Thursday.
- Will be starting Fall flushing later this month.

#### New Business

- PA Small Water CFA 05 & 06 – signed by Jeannie Woodruff, moved to September meeting to be signed by Ron Masters
- Rate Resolution 2025 – 01, was approved and signed by Jeanie Woodruff and witnessed by Heather Snyder. A motion was made by Heather Vandemark, seconded by Brad Kintner. The motion passed unanimously.
- Collections & Delinquent Resolutions 2025 – 02, was approved and signed by Jeannie Woodruff and witnessed by Heather Snyder. A motion was made by John Keeney, seconded by Brad Kintner. The motion passed unanimously.
- Heather's Day off – August 14 & 15<sup>th</sup>, 2025 & August 22<sup>nd</sup>, 2025 – Board acknowledged request

#### Unfinished Business

Drop Box – tabled indefinitely

Yearly Audit – the Board acknowledge the completion of the audit

#### Correspondence

File folder available

The Wyalusing Municipal Authority adjourned August's meeting at 7:05 p.m. Heather Vandemark made the motion to adjourn, Brad Kintner seconded. The motion passed unanimously. The next meeting will be held on September 09<sup>th</sup>, 2025, at 6:00 pm at the Wyalusing Borough Hall.

Respectfully Submitted,

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Heather Snyder  
Wyalusing Municipal Authority Secretary