

MEETING MINUTES  
WYALUSING MUNICIPAL AUTHORITY  
50 SENATE STREET  
WYALUSING, PA 18853  
Regular Meeting – December 09<sup>th</sup>, 2025

**Call to Order:**

The Wyalusing Municipal Authority held their scheduled monthly meeting on December 09<sup>th</sup>, 2025, at the Wyalusing Borough Hall. Jeannie Woodruff (President Chairperson) called the meeting to order at 6:00 pm. The following were in attendance: Aaron Woodruff (Vice Chairperson), Ron Masters (Treasurer), Heather Vandemark, Steve Campbell (Operations Manager), and Heather Snyder (Secretary).

**Absent:** John Keeney, Brad Kintner

**Guest:** Ali Huber (Mayor)

**Liaison:** Absent - Brooks Blemle

**Approval of Last Meeting's Minutes** for November 11<sup>th</sup>, 2025

Monthly Meeting – Aaron Woodruff motioned to pass the minutes. Ron Masters seconded the motion. The motion passed unanimously.

**Approval of Special Meeting's Minutes** for November 24<sup>th</sup>, 2025

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

**Delinquent and Meter Issue List**

The board reviewed the delinquent lists.

The board reviewed the Meter Issue lists.

**Treasury Report**

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

**Financial Report**

The board reviewed the Financial Reports.

**Borough Report**

The board reviewed Borough Minutes, Ali Huber acted as liaison.

**Water / Wastewater Report – Steve Campbell**

**WWTP –**

- Influent Flow: 1314,300 (43,810 daily average)
- Effluent Flow: 1,396,900 (46,563 daily average)
- 6,300 sludge hauled this month to Wyoming Valley
- Generator is repaired and back online. I will be searching for a new service company as Cummins no longer has a local office and all their work is done out of Harrisburg.
- Surprise inspection by DEP. No issues found.

## WTP-

- 1,572,419 (52,414) gallons pumped from the Ballpark well.
- 55,722 gallons pumped from Welles well.
- Flushing is complete until spring. The Wyalusing Meadows have been flushed. However, they are still having flow issues through their fire meter. I have been helping them get this figured out.
- Having issues with the incoming power for the ballpark well. It is intermittently dropping a phase. Waiting for a call back from Penelec.

## **New Business**

- VP Chairperson Aaron Woodruff Resignation – board accepted Aaron Woodruff’s resignation. A motion was made by Heather Vandemark, seconded by Ron Masters. The vote was unanimous.
- Anthony Benninger – The Wyalusing Borough Council approved the recommendation and appointed Anthony Benninger on December 01<sup>st</sup>, 2025. The board acknowledged the approval. A motion was made by Aaron Woodruff; a second motion was made by Ron Masters. The vote was unanimous.
- Vice Chairperson – A motion was made by Jeannie Woodruff to appoint Heather Vandemark to Vice Chairperson, a second was made by Ron Masters. The vote was unanimous.
- December 24<sup>th</sup> and 25<sup>th</sup>, 2025 – Office is closed. The Board acknowledges the office is closed.
- January 01<sup>st</sup>, 2026 – Office is closed. The Board acknowledges the office is closed.

## **Executive Session**

- No Executive Session is scheduled for this meeting on December 09<sup>th</sup>, 2025.

## **Unfinished Business**

- 2026 Budget - Motion to pass the advertised Budget for 2026 - A motion was made by Ron Masters, seconded by Heather Vandemark to approve the 2026 Budget. The motion passed unanimously 2026 Proposed Monthly Meeting Dates – motion to accept the 2026 Proposed Monthly Meeting Dates by Brad Kintner, seconded by Ron Masters seconded, motion passed unanimously.
- School Contract – Solicitor Litwin
- Truck Emblems – still working on it

## **Correspondence**

File folder available

The Wyalusing Municipal Authority adjourned December’s meeting at 6:22 p.m. Ron Masters made the motion to adjourn, Heather Vandemark seconded. The motion passed unanimously. The next meeting will be held on January 13<sup>th</sup>, 2026, at 6:00 pm at the Wyalusing Borough Hall.

Respectfully Submitted,

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Heather Snyder  
Wyalusing Municipal Authority Secretary