

MEETING MINUTES
WYALUSING MUNICIPAL AUTHORITY
50 SENATE STREET
WYALUSING, PA 18853
Regular Meeting – November 11th, 2025

Call to Order:

The Wyalusing Municipal Authority held their scheduled monthly meeting on November 11th, 2025, at the Wyalusing Borough Hall. Aaron Woodruff (Vice Chairperson) called the meeting to order at 6:00 pm. The following were in attendance: Ron Masters (Treasurer), Brad Kintner, Heather Vandemark, Steve Campbell (Operations Manager), and Heather Snyder (Secretary).

Absent: John Keeney, Jeannie Woodruff (Chairperson)

Guest: Ali Huber (Mayor)

Liaison: Absent - Brooks Blemle

Approval of Last Meeting's Minutes for October 14th, 2025

Monthly Meeting – Ron Masters motioned to pass the minutes. Brad Kintner 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 Brad Kintner 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

Application #7 – Partial payment received for \$45,200.38, motion to pay M.R. Dirt the partial by Brad Kintner, seconded by Heather Vandemark, motion passed unanimously.

Borough Report

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

Water / Wastewater Report – Steve Campbell

WWTP –

- Influent Flow: 1,516,300 (48,912 daily average)
- Effluent Flow: 1,531,700 (49,410 daily average)
- 6,300 sludge hauled this month to Wyoming Valley

Headworks:

We had the walkthrough with DEP, PennVest and Milnes Engineering on November 3rd.

- Pump #1 is currently being rebuilt at North End Electric
- Blower #2 motor has been replaced.
- I scheduled Cummins Power Systems to come in and service the Genset at the WWTP. I noticed a fuel leak on the pump and was not sure where it was coming from. Upon inspection, they found that the gasket on the pump was leaking. The pump needed to be rebuilt. I sourced a generator

from Best Line Equipment and had to travel to Scranton to purchase wire to do the connection. While servicing the Genset, the technician also found that the radiator was leaking, as well as two head bolts had broken off. The radiator was refurbished, and new head bolts and head gaskets were installed. When the system was drained of antifreeze to remove the radiator, the technician forgot to unlock the block heaters, which eventually burned up. They are working on finding replacements. This will be of no charge to us. The Genset is currently back online and operational.

WTP-

- 1,733,862 (55,931) gallons pumped from the Ballpark well.
- 14,840 gallons pumped from Welles well.
- Flushing is roughly 80% done. I will be flushing the Meadows complex Friday evening, November 14th, 2025.
- School operations contract.
- School Well update.
 - I was informed this morning by Laura Carr that the school district has decided not to sell the well to the Municipal Authority.

New Business

- West Wyalusing Project –
 - Michael Goodwin contacted DEP inquiring if DEP would be willing to “step in to review the capacity concerns and decide if the WMA can grant approval for a certain gpd?” and amongst other factors and to meet with the developer. Mr. Goodwin mentions that “the WMA could certainly be included as well, but that might be better for a follow-up if the developer wished to engage with the WMA”. Mr. Goodwin did not include WMA in the original email to DEP. Robert Everett, DEP, responded to Mr. Goodwin with WMA, Wyalusing Borough and Wyalusing Township. Mr. Goodwin responded with displeasure regarding the entity inclusion. Thomas Randis, DEP, with Mr. Goodwin’s displeasure with his own displeasure and stated DEP will only be involved when needed. Paul Litwin, Solicitor, was contacted. Solicitor Litwin recommended 3 steps:
 1. Print and retain the email, including DEP’s statements, in our files.
 2. Consider sending a follow-up to the Developer – reiterate that DEP has confirmed the Authority’s sole discretion over capacity decisions and that any path forward must comply with the conditions previously outlined, including a Developer’s Agreement and Act 537 planning.
 3. Consider a municipal meeting – if the Board is amenable, we could propose a joint meeting with the developer, borough, Township to clarify roles and expectations. This would demonstrate transparency while reinforcing our position.
 - A motion was made by Brad Kintner to not pursue any steps mentioned above and as to determine the next actions by what the next course of action by Developers, seconded by John Keeney, motion passed unanimously.
- Heather – November 17th, 2025 (Jury Duty), Board acknowledged.
- November 28th, 2025 – Office closed, Board acknowledged

Executive Session

- 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.
- 2026 Proposed Budget – motion to accept the 2026 Proposed Budget by Ron Master, seconded by Brad Kintner, motion passed unanimously
- School Well Update – School Operational Agreement – motion to present an Agreement by Brad Kintner, seconded by Ron Masters, motion passed unanimously.

Unfinished Business

Truck Emblems – still working on it

Correspondence

File folder available

The Wyalusing Municipal Authority adjourned November's meeting at 6:40 p.m. Brad Kintner made the motion to adjourn, Ron Masters seconded. The motion passed unanimously. The next meeting will be held on December 09th, 2025, at 6:00 pm at the Wyalusing Borough Hall.

Respectfully Submitted,

Heather Snyder
Wyalusing Municipal Authority Secretary