

MEETING MINUTES
WYALUSING MUNICIPAL AUTHORITY
50 SENATE STREET
WYALUSING, PA 18853
Regular Meeting – October 14th, 2025

Call to Order

The Wyalusing Municipal Authority held their scheduled monthly meeting on October 14th, 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, Aaron Woodruff (Vice Chairperson), Heather Vandemark, Steve Campbell (Operations Manager), and Heather Snyder (Secretary).

Absent: Brad Kintner, Ron Master (Treasurer)

Guest: Lawrence Larue (Milnes), Joe Rinkus (LHC Construction), Donna Carey (Milnes), Josh Kilmer (Wyalusing Borough Council President), Travis Long (JHA Companies), Ali Huber (Mayor)

Liaison: Absent - Brooks Blemle

Guests: Lawrence Larue (Milnes), Joe Rinkus (LHC Construction), Donna Carey (Milnes)

From September 09th, 2025 meeting:

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.

Joe Rinkus wanted our definition of Edu's and verification of gallons per day (gpd). They are certain the first phase the plant will be able to handle the gpd. The Board asked for documents to be turned into WMA's engineers for verification of phase 1 before a certified Will Serve Letter can be documented, along with comparable data from other projects. They requested a meeting with our engineers before the next monthly meeting on October 14th, 2025.

From October 14th, 2025, meeting:

Jeannie Woodruff read a letter presented to Milnes written by WMA's Solicitor Paul Litwin to the Board and guests stating that WMA will not present a "Will Serve" letter unless mitigation processes are evaluated. The process will have to then be approved for implementation, or a facility upgrade is completed and requesting a Developer's Agreement. The following reasons are: 1) Act 537 Compliance, 2) Mandatory Mitigation, 3) Capacity Upgrade, and 4) Financial Prerequisites. To proceed, Milnes will have to approve WMA's engineers (JHA) to explore and approve Milnes Act 537 Planning Module and any mitigation measures as well as WMA's solicitor and engineers to draft a Developer's Agreement. WMA's final connection approval will be contingent upon the execution of the Agreement and PADEP's approval of the Act 537 plan.

Aaron Woodruff motioned to pass the letter written to Milnes by WMA's Solicitor Paul Litwin, John Keeney seconded the motion. The motion passed unanimously.

Approval of Last Meeting's Minutes for September 09th, 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 Aaron Woodruff, seconded by Heather Vandemark 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, Josh Kilmer acted as liaison.

Water / Wastewater Report – Steve Campbell

WWTP –

- Influent Flow: 1,421,100 (47,370 daily average)
- Effluent Flow: 1,405,200 (46,480 daily average)
- 6,000 sludge hauled this month to Wyoming Valley

Headworks:

- Pump #1 quote received for the rebuild
- On Monday morning, I found that blower #2 motor failed. After trouble shooting, I found that it had a direct short. I called around for quotes on a replacement motor and availability. North End came in at \$3,762.18 for complete service, parts and installation. This includes transport and installation of the motor using their crane (motor weighs more than 350 lbs.). If it's economically feasible, I will have them rebuild the old motor, so we have a spare on site. This motor was replaced in 2016 and has been in service for over 79,000 hours. Service is scheduled for Wednesday morning.
- Met with Peter Fleszer (JHA Companies) to go over the footprint of the new route 6 lift station. We are at the beginning of the planning stage and will be researching opportunities to secure funding.
- Will be meeting with PRWZ in the coming months to schedule camera inspection of a couple sections of our sewer mains, particularly Homet Heights extension. We will also be working with the township in the coming months to expose the buried manholes on Homet Heights road and bring them up to the road level. Some of them are buried a few feet.
- Pump #1 at the route 6 lift station has been replaced with a previously rebuilt pump we had in stock. North End took the pump with them to rebuild. The bearings, impeller and seal were bad, but the windings should be fine. Waiting for a quote.
 - On September 09th, 2025, A motion to have JHA (engineers) to start planning on either rebuilding the structure or replacing the structure was made by John Keeney, a second motion was made by Ron Masters. The motion was passed unanimously.

WTP-

- 1,593,014 (53,100) gallons pumped from the Ballpark well.
- 14,480 gallons pumped from Welles well.
- Flushing has started. I'm roughly 50% completed.
- Fire Hall connection is complete.
- Snowplow has been installed.
- School Well update. The buildings and grounds committee has referred the issue back to their solicitor. I have sent an email asking for updates on the progress.

New Business

- Leatherstocking – informational, prepping to drill through Creekside Park for natural gas,
- Budget – preparing for the budget, Jeannie Woodruff will not be present to go over budget numbers and asked Aaron Woodruff to step in with Ron Masters.
- Heather’s Day off – October 17th, 2025 – Board acknowledged request

Unfinished Business

Truck Emblems – still working on it

Correspondence

File folder available

The Wyalusing Municipal Authority adjourned October’s meeting at 7:04 p.m. Heather Vandemark made the motion to adjourn, Aaron Woodruff seconded. The motion passed unanimously. The next meeting will be held on November 11th, 2025, at 6:00 pm at the Wyalusing Borough Hall.

Respectfully Submitted,

Heather Snyder
Wyalusing Municipal Authority Secretary