

WEST BRANDYWINE TOWNSHIP MUNICIPAL AUTHORITY

Incorporated 1995

199 Lafayette Road, West Brandywine, PA 19320-1230

Sandra G. Martin, *Chairman*
Joseph Sawicki, *Secretary*
Kent D. Nation, *Treasurer*

Rick Tisa, *Vice-Chairman*
Joseph S. Boldaz, *Asst. Secretary/Treasurer*
Anita M. Ferenz, *Administrator*

Meeting Agenda for January 10, 2019

Call to Order (time: _____)

Pledge of Allegiance

Roll Call of Board Members

Joseph S. Boldaz (JSB) _____, Sandra G. Martin (SGM) _____, Kent D. Nation (KDN) _____, Joseph Sawicki (JS) _____ and Rick Tisa (RT) _____.

Others Present

Engineer _____, Operator _____, Solicitor _____ and Administrator _____

Public Notification: An Executive Session will be held during this public meeting to discuss litigation matters.

Action on Minutes of Previous Meeting(s)

- December 13, 2018 regular meeting

Public Comment:

Reports:

1. Operator
 - a. Monthly Report
 - b. Bypass pumping – first steps; i.e. isolation valves (Friendship and Beaver Creek PSs)
 - c. Motor lubrication – rear grease fitting (Culbertson)
2. Engineer
 - a. Ashberry reconstruction
 - i. Bank account funds - Administrator
3. Solicitor
4. Administrator
 - a. Board member compensation for extra/special/reorg meetings.
 - b. Bond payments – consider approval to make payments with one motion at the beginning of the year. Payments are due in mid-February and mid-August. This was last year's motion: *A Motion to authorize Administrator to take whatever steps necessary to make the revenue bond*

payments in both February and August of 2018 was made by SGM and seconded by JSB. All members present were in favor.

- c. PMAA Region 1 Dinner – held on Thursday, January 31, 2019 at Presidential Caterers of Distinction in East Norriton (see attached). Is anyone interested in attending? Administrator would like to go.
- d. Deckman Electric (see attached) – closing their business; will need to find replacement.
- e. Monthly informational report (attached).

Information to Note:

1. Correspondence dated January 4, 2019 from Administrator to Michael McGinley of 28 Connies Drive notifying of rejected alternate payment offer and return of two checks.
2. Correspondence dated January 7, 2019 from TD Wealth Management providing amounts for the February bond payments in the total amount of \$121,901.75 (2012 – \$101,344.55 and 2016 - \$20,557.20) due February 13, 2019.
3. 2019 meeting dates were advertised with Township overall notification.
4. Concord Public Finance Advisors – Email confirmation of disclosures for 2019; all remains the same.
5. PMAA December 2018 issue of The Authority.

New Business

Finances:

As of December 31, 2018:

1. Friendship Village – \$64,107.32
2. Kimberwick – \$209,440.92
3. Capital Expense - \$214,265.89
4. Ashberry Reconstruction (grant) – zero

5. Bills paid and to be ratified - \$_____
6. Payroll for special meeting of November 7 and regular meeting for December 2018- \$5,808.59

7. Shared Service Agreement – breakdown for December 2018
8. Carroll Engineering Corporation – October 29 to December 2, 2018.

Dates of Upcoming Meetings

1. Board of Supervisors, on Thursdays, January 17 and February 7, 2019, at 7:30 p.m.
2. Municipal Authority, on Thursday, February 14, 2019 at 7:00 p.m.

WHO IS ATTENDING 1/17/2019 BOS MEETING TO GIVE REPORT?

Adjournment (time: _____)