

**WEST BRANDYWINE TOWNSHIP MUNICIPAL AUTHORITY**

*Incorporated 1995*

198 Lafayette Road, West Brandywine, Pennsylvania 19320-1230

Phone- 610-383-7140 [Email-admin@wbtma.org](mailto:Email-admin@wbtma.org)

William S. Clark, *Chairperson*  
Kent D. Nation, *Secretary*  
Joseph S. Sawicki, *Treasurer*

Francesca J. Crane, *Vice-Chairperson*  
Joseph S. Boldaz, *Asst. Secretary/Treasurer*  
Anita M. Ferenz, *Administrator*

**REORGANIZATION MEETING**

**January 26, 2023**

Call to Order (time: \_\_\_\_\_) \*Secretary

**Roll Call of Board Members**

Joseph S. Boldaz (JSB) \_\_\_\_\_, William S. Clark (WSC) \_\_\_\_\_, Francesca J. Crane (FJC) \_\_\_\_\_, Kent D. Nation (KDN) \_\_\_\_\_ and Joseph S. Sawicki (JSS).

**Others Present**

Solicitor \_\_\_\_\_, Engineer \_\_\_\_\_, Operator \_\_\_\_\_, and Administrator \_\_\_\_\_

**Appointment of Chairman for 2023** \*Secretary

Nomination: \_\_\_\_\_

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote(y) \_\_\_\_\_ & (n) \_\_\_\_\_

**Meeting Turned Over to Chairman**

**Appointment of Vice Chairman**

Nomination: \_\_\_\_\_

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote(y) \_\_\_\_\_ & (n) \_\_\_\_\_

**Appointment of Secretary**

Nomination: \_\_\_\_\_

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote(y) \_\_\_\_\_ & (n) \_\_\_\_\_

**Appointment of Treasurer**

Nomination: \_\_\_\_\_

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote(y) \_\_\_\_\_ & (n) \_\_\_\_\_

**Appointment of Assistant Secretary/Assistant Treasurer**

Nomination: \_\_\_\_\_

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote(y) \_\_\_\_\_ & (n) \_\_\_\_\_

**Appointment of Administrative Personnel for 2023**

Administrator and Right-To-Know Officer – Anita Ferenz  
Bookkeeper – Bonnie Lucy

**Appointment of Professional Consultants for 2023**

Gawthrop Greenwood – Solicitor (Agreement to be signed - AF)  
Carroll Engineering Corporation – Engineer  
EEMA O&M Services Group – Operator (Agreement to be signed - Chair)  
Concord Public Financial Advisors – Financial Advisor  
H.A. Thomson Agency - General and Special Insurances  
Mid Penn Bank – Depository  
Evolution Payroll Services - Payroll Service Provider  
Auditor – BBD, LLP

**Motion to approve appointment of Administrative Personnel and Professional Consultants for 2023 as noted.**

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote(y) \_\_\_\_\_ & (n) \_\_\_\_\_

**Resolutions**

01-2023          Disposition of Records as of December 31, 2022

**Miscellaneous Information for 2023**

Authority meetings are the fourth Thursday of each month at 7:00PM except for November which will be Wednesday, November 15, 2023, and December which will be Wednesday, December 20, 2023, held at the Township Building located at 198 Lafayette Road, West Brandywine, PA 19320.

Special Meetings to be advertised as required by law.

**Adjournment (time: \_\_\_\_\_)**