

WEST BRANDYWINE TOWNSHIP MUNICIPAL AUTHORITY

Incorporated 1995

198 Lafayette Road, West Brandywine, PA 19320-1230

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

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

Meeting Minutes – March 11, 2021

Call to Order

The meeting was called to order by Chairman Sawicki at 7:02pm.

Roll Call of Board Members

Joe Boldaz (JSB), Will Clark (WSC), Francesca Crane (FJC), Kent Nation (KDN) and Joe Sawicki (JSS) were present.

Others Present

Engineers Bill Malin and Mark Yoder of Carroll Engineering, Operator Mike Kreiser of Select Environmental, Solicitor Stacey Fuller of Gawthrop Greenwood and Administrator Anita Ferenz were also present.

Public Notification: None

Action on Minutes of Previous Meeting(s)

A Motion to approve the February 11, 2021 regular meeting minutes was made by WSC and seconded by KDN. All members present were in favor.

Public Comment: None

Reports:

1. Operator
 - a. Monthly Report. Review of report; questions on exercise of flow valves, especially 3-way valves. Request for operator to check eye wash station at CRPS and add total monthly flow numbers on future reports.
2. Engineer – Introduction of Mark Yoder.
 - a. Ashberry PS – project status. Brief update providing information on continued pump issues and need to speak directly with pump supplier. Work on final restoration of site scheduled for 3/12/2021 and/or 3/15/2021.
 - b. FVPS, BCPS & CRPS – louver upgrades. Review of updated louver quotes and alternate options as presented. A Motion to accept the Quote of Hirschberg Mechanical dated 2/24/2021 to replace louvers, modify openings and duct work, and raise the opening headers instead of lowering sills at FVPS, BCPS and CRPS for the total cost of \$30,925.00 was made by JSB and seconded by WSC. All members present were in favor.
 - c. Planning Committee. Lengthy review of maps showing (1) Authority's current sewer system as well as various development project that have planning approval plus mobile home parks and (2) a more regional approach to sewer planning as it relates to a few more current

development projects and future sewer needs in existing areas. Review of draft letter to be provided to the BOS requesting inclusion in sewer planning.

3. Solicitor

- a. RRPS – draft letter to IRM. Status update provided; letter to go out Friday 3/12/2021 or Monday 3/15/2021.
- b. Non-Discrimination Policy – for review and approval. To be ready for approval at April meeting.

4. Administrator

- a. Refinancing opportunity. Daryl Peck of Concord Public Finance was in attendance and reviewed his presentation outlining an option to modify the Authority’s existing 2019 Revenue Note which would achieve guaranteed savings over the next five years. Lengthy discussion on pros and cons of a modification versus a full refinancing. A Motion to approve Resolution 01-2021 authorizing and approving the modification of the Guaranteed Sewer Revenue Note, Series of 2019 with Mid Penn Bank was made by KDN and seconded by FJC. All members present were in favor.
- b. Monthly informational report. Noted.

New Business: None

Finances:

As of February 26, 2021:

1. Mid Penn DSRF - \$568,462.41
2. Mid Penn Operating - \$293,661.54
3. Mid Penn Debt Service - \$72,803.98
4. Mid Penn Capital Reserve - \$725,965.37
5. Mid Penn Grant Funding - \$185,394.67
6. Bills paid and to be ratified - \$167,480.66 (\$85,293.45 is for BG Pay #3)
7. Payroll for regular meeting for February 2021- \$4,812.77

A Motion to pay and ratify the bills and expenses was made by KDN and seconded by JSB. All members present were in favor.

Dates of Upcoming Meetings

Announcement was made of upcoming Board of Supervisors meetings on March 18, 2021 and April 1, 2021; and Municipal Authority meeting on Thursday, April 8, 2021 at 7:00 p.m.

JSB WILL ATTEND THE 3/18/2021 BOS MEETING TO GIVE THE REPORT WITH ADMINISTRATOR AS BACKUP.

Adjournment

A Motion to adjourn was made by KDN and seconded by WSC. All members present were in favor. The meeting adjourned at 9:32pm.

Respectfully submitted,

Anita Ferenz, Administrator