

WEST BRANDYWINE TOWNSHIP MUNICIPAL AUTHORITY

Incorporated 1995

199 Lafayette Road, West Brandywine, PA 19320-1230

Joseph S. Boldaz, Chairman
Josef G. Obernier, Sr., Treasurer
Kent D. Nation

Sandra G. Martin, Vice Chairman/
Asst Secretary/Asst Treasurer
Rick Tisa, Secretary

Meeting Agenda for November 15, 2016

Call to Order (time: _____)

Pledge of Allegiance

Roll Call of Board Members

Joseph S. Boldaz (JSB) _____, Sandra G. Martin (SGM) _____, Kent D. Nation (KDN) _____, Josef G. Obernier, Sr. (JGO) _____ and Rick Tisa (RT) _____.

Others Present

Engineer _____, Operator _____, Solicitor _____, Administrator _____

Public Notification: A change in the regular public meeting date from Thursday, November 10, 2016, to Tuesday, November 15, 2016, was advertised in the Daily Local News on November 7, 2016, placed on both Authority and Township website, and posted on door.

Action on Minutes of Previous Meeting(s)

- October 13, 2016 regular meeting

Public Comment (individuals requesting to be on the agenda):

1.

Correspondence/Communications (information to note)

1. PMAA October 2016 edition of "the Authority".
2. Receipt of correspondence dated October 20, 2016 from Gawthrop Greenwood, PC regarding 2017 fees for Legal Services.
3. Receipt of correspondence dated November 3, 2016 from Kimmel, Lorah & Associates, LLP regarding audit services for 2017 (financial statements 2016).
4. Receipt of correspondence dated November 4, 2016 from Portnoff Law Associates, Ltd. Requesting approval to file Writs of Execution and list for Sheriff's Sale and free and clear sale (15 Greenhill Road). **Need Motion authorizing Administrator to sign approval.**

Reports

1. Operator
2. Engineer
 - a. 1403 Horseshoe Pike Realty – update and steps moving forward.

- b. 2017 Budget and Rate Schedule – pending.
- c. Act 537 – status.

3. Solicitor

4. Administrator

- a. Billing system – update and proposals (hopefully).
- b. Meters for those residents with wells – 11 installations as of 10/31/2016); follow up letters sent by Tri-County. Need direction on how to proceed.
- c. Expansion of system – letter to BOS re Cross Creek development; discussion held at Planning Committee meeting 11/3/2016.
- d. Informational flyer – draft history and FAQs provided, JSB revising.

New Business

1. **From the Board:**

2. **From the Floor:**

Public Comments (individuals not requesting to be on agenda)

Payment of Bills / Account Balances

As of October 31, 2016: Friendship Village account balance was \$218,574.04 and Kimberwick account balance was \$281,608.21.

- 1. Friendship Village Sewer District- \$13,409.47 and ratified payments of \$45,769.82 made on 10/25/2016. Payroll of \$3,032.88 made 11/10/2016 for the month of October 2016.

Shared Service Agreement – breakdown for October 2016.

Carroll Engineering Corporation – breakdown for August 29, 2016 to October 2, 2016

Dates of Upcoming Meetings

- 1. Board of Supervisors, on Thursdays, November 17, 2016 and December 1, 2016 at 7:30 p.m.
- 2. Municipal Authority, Thursday, December 8, 2016 at 7:30 p.m.

WHO IS ATTENDING 11/17/2016 BOS MEETING TO GIVE REPORT?

Adjournment (time: _____)