

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 – September 9, 2021

Call to Order

The meeting was called to order at 7:00pm by Chairman Sawicki.

Roll Call of Board Members

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

Others Present

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

Public Notification: None

Action on Minutes of Previous Meeting(s)

A Motion to approve the August 12, 2021 regular meeting minutes was made by KDN and seconded by JSB. All members present were in favor.

Public Comment: None

Reports:

1. Operator
 - a. Monthly Report. Noted.
 - i. Request to continue operator/MA relationship in 2022. *Noted; Solicitor to prepare updated contract.*
 - ii. Flooding situation on 9/1/2021. *Lengthy discussion of incident and ways to prevent future occurrences, specifically water in the RRPS dry well. CEC to prepare a package for keeping RRPS water tight; i.e. new hatches, different or larger sump pump, addition of floats, etc. A Motion to have the DEK motor rebuilt as a spare was made by JSB and seconded by KDN. All members present were in favor.*
2. Engineer
 - a. Installation of valves and motor. *Review of Proposal received from Pikeland Construction to install a 3-way valve at RRPS, a 3-way valve and motor at CRPS, and perform some welding at FVPS. A Motion to approve the Proposal of Pikeland Construction dated September 2, 2021 for an amount up to \$9,915.00 was made by JSB and seconded by WSC. All members present were in favor.*
 - b. Ashberry PS project status – operations and reconstruction. *Brief update on status of new pump; delivery pushed back to end of September due to supply chain issues.*

- c. TOA 2 East Reeceville (Baldwin) – CEC review letter. *General discussion and acknowledgement that no pump station design or planning module have been submitted to date.*
- d. TOA 3 East Reeceville (Kay & Beechwood Campground). *Discussion on flow projections and allocated EDUs after recent development projects have come to fruition. Suggestion that a planning meeting might be beneficial. Planning meeting scheduled for 9/30/2021.*
- e. Grant Funding for control system replacement – updated cost figures. *Detailed discussion on estimated engineering and construction costs for CRPS, BCPS and FVPS as well as current pump failure issue at FVPS as it relates to controls. CEC to prepare an overall proposal for the control system replacement project; to be received prior to and discussed at October meeting. CEC to also secure quote from Gayle Corp to rectify pump failure issue at FVPS.*

3. Solicitor

- a. Authorization for Administrator to approve purchases or necessary actions. *Review of proposed Resolution granting authority to Administrator up to a specific dollar amount in general and emergency situation; discussion of need for such resolution. **A Motion to approve Resolution #05-2021 establishing the spending authority for the Authority Administrator was made by WSC and seconded by JSB. All members present were in favor.** Consideration may be made at reorganization meeting to appoint two board members as point persons for any emergency matters.*

4. Administrator

- a. Monthly informational report. *Noted.*

New Business: *None*

Finances:

As of August 31, 2021:

- 1. Mid Penn Operating - \$188,358.90
- 2. Mid Penn Debt Service - \$94,239.26
- 3. Mid Penn Capital Reserve - \$794,184.65
- 4. Mid Penn DSRF - \$569,912.37
- 5. Mid Penn Grant Funding - \$1.28
- 6. Bills paid and to be ratified - \$99,329.44
- 7. Payroll for regular meeting for June 2021- \$4,732.07

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

Dates of Upcoming Meetings

Announcement made of upcoming Board of Supervisors meetings on September 16, 2021 and October 7, 2021, and Municipal Authority, on Thursday, October 14, 2021 at 7:00 p.m.

Adjournment

A Motion to adjourn was made by FJC and seconded by WSC. All member present were in favor. The meeting adjourned at 8:29pm.

Respectfully submitted,

Anita Ferenz. Administrator