

WEST BRANDYWINE TOWNSHIP MUNICIPAL AUTHORITY

Incorporated 1995

199 Lafayette Road, West Brandywine, PA 19320-1230

Josef G. Obernier, Sr.- Chairman

J. Richard Weaver, Jr.- Treasurer

Sandra G. Martin – Asst. Secretary/Treasurer

Vice Chairman - Vacant

Joseph S. Boldaz- Secretary

Meeting Minutes for August 10, 2015

Call to Order

The meeting was called to order by Chairman Obernier at 7:24 pm

Pledge of Allegiance

Roll Call of Board Members

Present at the meeting were Sandra G. Martin (SGM), Josef G. Obernier, Sr. (JGO), and J. Richard Weaver, Jr. (JRW). Joseph S. Boldaz (JSB) was absent.

Others Present

Authority Engineer Bill Malin from Carroll Engineering Corporation and Administrator Anita Ferez were present.

Public Notification – Notice of change in Meeting from Thursday, August 13, 2015, to Monday, August 10, 2015 which was advertised in DLN on August 9, 2015 was announced.

Action on Minutes of Previous Meeting(s)

A Motion was made by SGM to accept the minutes of the July 7, 2015 regular meeting and the July 31, 2015 special meeting, and seconded by JRW. All members present were in favor.

Public Presentation -- *None*

Public Comments (individuals requesting to be on agenda) -- *None*

Correspondence/Communications (information to note and/or act upon)

Information to Note:

1. Receipt of PMAA's 73rd Annual Conference and Trade Show being held on Tuesday, August 25, 2015 in Lancaster. *Noted*
2. Receipt of Annual Notification for Testing of Backflow Prevention Devices (Friendship Village, Beaver Creek and Reeceville Road) – needs completion in August. *Noted*
3. Receipt of email dated August 5, 2015 from Sigmund J. Fleck, Esquire with regard to Pulte litigation, includes attachment of letters and Motion for Post Trial Relief as filed by the attorney for Pulte. *Noted*

Information to Act Upon: -- *None*

Reports

1. Secretary -- *None*
2. Treasurer – As of July 31, 2015, Friendship Village account balance was \$125,096.17 and Kimberwick account balance was \$40,497.82.
3. Administrator – (1) monthly sewer bills were forwarded to bulk users and followed up with email contact requesting expedited payment and (2) batteries were replaced for the generator at Reeceville Pump Station, however, we are still receiving low battery alarms. Email sent to Modern Group to advise of the situation, and Operator also spoke with technician. Operator will look into accuracy of alarm system.
4. Engineer – (1) 1403 Horseshoe Pike – no plans received yet, will be scheduling meeting with applicant's engineer to discuss appropriate sewer connection; (2) Brandywine Meadows – reviewed 2008 PAWC Agreement regarding capacity for the project for the planning module; (3) PMAA solicitor – provided contact information to Administrator; (4) Bioxide at Culbertson Run Pump Station – provided contact information for local rep to Operator; (5) rate study – met with Administrator to secure various materials that will help in preparation of study; (6) 40 Graces Drive – provided final inspection report on saddle tie in to main in Connies Drive; and (7) 36 Graces – quick drive by property to visualize area in order to propose appropriate hook up connection.
5. Operator (notes read by Administrator) – hours and flows seem relatively normal. (1) Low battery alarms being received at Reeceville even after batteries were replaced by Modern Group. Corrective actions are being pursued. (2) Pump failed to start a couple times at Friendship Village, hours not similar but flow normal. System was reset and fuses replaced, will be monitoring to assure no additional problems. (3) Pump 2 is still out of service at Ashberry, needs to be removed and inspected. Grinder stopped and attempts to restart were unsuccessful, appears to be a motor failure, need to remove and determine next step of repair or replace. Administrator to instruct Operator to pull pump and grinder and advise on condition and see whether anything that is in the old fire training building may be useful as a credit against the repair or replace. (4) Operator met with local rep regarding the bioxide feed system, seems to be running now and will monitor.

Old Business

1. PAWC repayment of outstanding balance plus current usage – Need to make payment of some kind to show good faith. Finance Department will be forwarding to Legal Department within two weeks if nothing is received to determine further options for collection. *Noted*
2. Brandywine Meadows – need status from Engineer. *Noted under Engineer's report above.*
3. Buckley Brion legal services with regard to Pulte litigation – need to forward additional payment. *Noted*
4. Used equipment in fire training building – need to scrap. *Operator to see if any items may be utilized as a credit against a new or refurbished pump and/or grinder for Ashberry.*
5. Netherwood Drive – Administrator walked property with resident of neighborhood; there is only one that needs to be verified. *Administrator to research the one outstanding property, clean outs seen may have been for septic not public sewer.*

6. Keegan grading issues – meeting held with Scott Sandone; discovery of pipe near the top of Keegan property belonging to the adjacent proposed but now defunct Bentley property; JSB suggested it may represent a conduit to convey stormwater around the property during construction. Need to check with Township land development plans. This may be the ultimate cause of the issues on the Keegan property. *Noted, Administrator to look at Bentley land development plans.*
7. Infiltration on East Reeceville Road – Pumping done today; Operator to submit findings. *John Cassels provided a brief update.*
8. Unused capacity issue – Administrator to make contact with PMAA’s solicitor to request assistance. *Noted*
9. MA truck – Awaiting copy of Shared Service Agreement from Township before final decision on whether to sell outright or lease to Township. *Shared Services Agreement received 8/10/15 (date of meeting).*
10. Bond payment due to be wired on August 13, 2015. **A Motion was made by JRW to wire the bond payment by the due date of 8/13/15, and seconded by SGM. All members present were in favor.**
11. Capacity from PAWC – allocation for both residential and bulk users. *Administrator continuing to create a usable method of tracking. Administrator to request Sigmund Fleck to send correspondence to Pulte requesting release of capacity back to Authority.*
12. 1403 Horseshoe Pike development – awaiting developer’s engineer to provide options on providing sewer to development, preferably with gravity line. *Noted*
13. Receipt of resignation letter from William R. McAdoo. **A Motion was made by JGO to accept the resignation letter of WRM, and seconded by SGM. All members present were in favor.** Notification needs to be sent to DNB for removal with regard to approved signatory. Administrator to research appropriate recognition gift.

New Business

1. Funding Agreement between West Brandywine Township and the West Brandywine Township Municipal Authority. Receipt of this Agreement was precipitated by the Authority’s letter to the Township requesting a short term loan. A lengthy discussion ensued surrounding the terms and conditions of the Agreement, and the desire by SGM to negotiate with the Township for an acceptable document satisfactory to both parties for use, if not now, in the future. As the Authority has the funds necessary to make the August 2015 bond payment, SGM would like to meet with the Supervisors to work through some of the issues. Engineer suggested that Authority needs to be certain that the final Agreement has no conflicts with the Trust Indenture.
2. Shared Services Agreement between West Brandywine Township and the West Brandywine Township Municipal Authority. Receipt of this Agreement was presented to the Authority on 8/10/15, the date of the meeting. All members present requested time to review and make comments. Issue placed on hold under the September meeting.

New Business from the Floor -- *None*

New Business from the Board -- *None*

Public Comments (individuals not requesting to be on agenda) -- *None*

Payment of Bills

No bills, per-meeting payments to board members or employee earnings were presented for payment due to accumulation of all available funds needed to make the bond payment. **A Motion was made by SGM to make a payment to PAWC of \$10,000 upon receipt of payment from one of the larger bulk users, and seconded by JRW. All members present were in favor.**

Dates of Upcoming Meetings

The dates of the upcoming Board of Supervisors (August 20, 2015 and September 3, 2015) and the next Municipal Authority (September 10, 2015) meetings were announced.

Administrator to check availability of JSB to attend BOS meeting on August 20, 2015 to provide report.

Adjournment

A Motion to adjourn the meeting was made by SGM, and seconded by JRW. All members present were in favor. Meeting adjourned at 8:59 pm.

Respectfully submitted,
Anita Ferenz, Administrator