

WEST BRANDYWINE TOWNSHIP MUNICIPAL AUTHORITY

Incorporated 1995

198 Lafayette Road, West Brandywine, PA 19320-1230

Joseph Sawicki, *Chairman*
Sandra G. Martin, *Secretary*
Kent D. Nation, *Treasurer*

Joseph S. Boldaz, *Vice-Chairman*
William S. Clark, *Asst. Secretary/Treasurer*
Anita M. Ferenz, *Administrator*

Meeting Minutes – June 11, 2020

Call to Order

The meeting was called to order by Chairman Sawicki at 7:03pm.

Roll Call of Board Members

Joe Boldaz (JSB), Will Clark (WSC), Sandy Martin (SGM), Kent Nation (KDN) and Joe Sawicki (JSS) were present.

Others Present

Engineers Bill Malin and Chris Peterson of Carroll Engineering, Solicitor Stacey Fuller of Gawthrop Greenwood and Administrator Anita Ferenz were also present.

Public Notification: The Board held an Executive Session just prior to this regular meeting to discuss personnel matters and potential litigation.

Action on Minutes of Previous Meeting(s)

A Motion to approve the May 14, 2020 regular meeting minutes was made by JSB and seconded by KDN. All members present were in favor.

Public Comment: Josef Obernier of Baker Road was in attendance to listen to the discussion surrounding the Reeceville Pump Station, specifically inquiring whether insurance funds received were sufficient to cover the repairs and/or replacements.

Reports:

1. Operator
 - a. Monthly Report. *Noted; brief comments on summary of pump run time tracking/trending.*
2. Engineer
 - a. Ashberry PS
 - i. Recommendation of Award. *Review of bids received (5); lengthy discussion on bids, costs and comparison to original grant application and estimate of construction costs, and then anticipated scheduling. SGM recommended a delay in action on the bid award in order to research further bid contractor savings, soft cost savings, capital funding and driveway options. Further discussion of proceeding with project, as well as potential anticipated development in the Township. A Motion was made to table bid consideration until the July meeting was made by JSB and seconded by SGM. All members present were in favor. Prior to July meeting, Board members are seeking a better understanding of Authority's capital funding, potential cost savings, separate*

driveway quotes and requested a tabletop evaluation of how potential future development in the Township may impact project.

- ii. Execution of Agreements. *Not discussed.*
 - iii. CEC Construction Administration and Inspection Fees. *Not discussed.*
- b. Reeceville Road PS
- i. Construction Status. *Summary of building status provided – target completion dates: June 17 outside, June 19 interior, June 27 electric and controls, July 6th exhaust louver. CEC to provide exact start and completion date of building repairs. Summary of control panel progress provided; electrician doing outside work and ready to start when contractor has interior complete. CEC to confirm replacement of any electrical components that might have been damaged but not necessarily demolished.*
 - ii. Generator – removal of existing, installation of new (Proposal of Premium Power). *Review of Premium Power Proposal covering removal of existing generator, installation of new generator (authorized last month and ordered) and associated components, and installation of concrete pad with required conduits for connections inside building to control panel. Discussion of pricing breakdown and natural gas line. Administrator to contact PECO to shut off/cap gas line to station. A Motion to approve the Generator Replacement Proposal from Premium Power Services LLC dated June 2, 2020 in the amount of \$32,490.00 was made by KDN and seconded by WSC. All members present were in favor.*
- c. FVPS, BCPS, and CRPS
- i. Generator / louver issues. *Review of findings discovered by Rogers Mechanical and brief discussion. **A Motion to suspend the meeting to enter executive session to discuss potential litigation was made by JSB and seconded by SGM. All members present were in favor. Meeting was suspended from 9:07pm to 9:19pm.** Upon return to the regular meeting, a Motion to direct CEC to do further research on Rogers findings and recommendations, obtain quotes for proposed additional work, and advise as to whether proposals are required by code or best practice was made by JSS and seconded by SGM. All members present were in favor.*
3. Administrator
- a. Monthly informational report. *Noted*
 - b. 2019 Audit. *A Motion to approve the 2019 audited Financial Statements was made by KDN and seconded by SGM. All members present were in favor.*
 - c. 2019 Revenue Note – Interest only payment due 6/15/2020. *A Motion authorizing Administrator to make the June (interest only) and December (principal and interest) Note payments was made by SGM and seconded by KDN. All members present were in favor.*
 - d. 2020 Generator Preventative Maintenance. *Brief discussion of proposals received for preventative maintenance on generators. A Motion to approve the Generator Services Proposal of Premium Power Services LLC dated May 11, 2020 in the annual amount of \$1,677.00, provided that the cost remains the same with the inclusion of a diesel generator at RRPS, was made by SGM and seconded by JSS. All members present were in favor.*

Finances:

As of May 29, 2020:

- 1. S&T Capital Expense - \$504,749.11
- 2. S&T Ashberry Reconstruction (grant) – \$36,560.86

