

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 – January 14, 2021

Call to Order

The meeting was called to order by Chairman Sawicki at 7:13pm.

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

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

Public Notification: The Board entered executive session from 7:41pm to 7:47pm to discuss potential litigation matters.

Action on Minutes of Previous Meeting(s)

A Motion to approve the December 10, 2020 regular meeting minutes was made by KDN and seconded by FJC. All members present were in favor.

Public Comment: None

Reports:

1. Operator
 - a. Monthly Report. Brief review of Miller Environmental report for December; initial thoughts provided by Mike Kreiser as Select Environmental joins the team as the Authority's operator for 2021.
2. Engineer
 - a. Ashberry PS – update. Start up occurred at the end of December, pumps met design conditions and after some revisions to the controls pump operation was normal. A preliminary walk through was held on January 11th with various items to be addressed via a punch list. Most prominent issue involved the trash basket. Contractor proposed recommendation; CEC to review and approve. Punch list was forwarded to contractor for completion.
 - b. Friendship Village PS – flow meter replacement. Review of quotes received was provided by CEC, both of which were higher than the 2021 threshold amounts where 3 quotes would be required. CEC will discuss with Select and also go back to the two quote providers and see if the amount can be trimmed down.
3. Solicitor – Brief discussion of CRPS, BCPS and FVPS.

4. Administrator
 - a. Monthly informational report. Noted; brief discussion about making sure there are no surprises with the DCED Grant awarded for the replacement of the control systems at CRPS, BCPS and FVPS to ensure a smooth and efficiently run project.

New Business:

1. JSB requested a status on the Baldwin/Hurricane Hill land development opportunity that is being introduced by Traditions of America and wanting to make sure that the Authority takes a more active role in installation of public sewers when opportunities arise. He also wants to revive the previously held Planning Committee meetings to discuss various issues in a smaller setting and then bring to the full Board for consideration.

Finances:

As of December 31, 2020:

1. Mid Penn DSRF - \$568,018.80
2. Mid Penn Operating - \$294,589.22
3. Mid Penn Debt Service - \$20,364.27
4. Mid Penn Capital Reserve - \$658,688.39
5. Mid Penn Grant Funding - \$202,829.28

6. Bills paid and to be ratified \$130,058.27

7. Payroll for regular meeting for December 2020- \$4,960.13

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 was made of upcoming Board of Supervisors meeting on January 21, 2021 and February 4, 2021, and next Municipal Authority meeting, on Thursday, February 11, 2021 at 7:00 p.m.

KDN WILL ATTEND THE 1/21/2021 BOS MEETING TO GIVE THE REPORT.

Adjournment

A Motion to adjourn was made by JSS and seconded by JSB. All members present were in favor. The meeting adjourned at 8:15pm.

Respectfully submitted,

Anita Ferez, Administrator