

# WEST BRANDYWINE TOWNSHIP MUNICIPAL AUTHORITY

Incorporated 1995

199 Lafayette Road, West Brandywine, PA 19320-1230

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

Rick Tisa, *Vice-Chairman*  
Joseph S. Boldaz, *Asst. Secretary/Treasurer*  
Anita M. Ferez, *Administrator*

## Meeting Minutes for April 12, 2018

### Call to Order

The meeting was called to order by Chairman Martin at 7:01pm.

### Roll Call of Board Members

Members present were Joseph S. Boldaz (JSB), Sandra G. Martin (SGM), Kent D. Nation (KDN), Joseph Sawicki (JS) and Rick Tisa (RT).

### Others Present

Engineer Bill Malin of Carroll Engineering, Operator Joe DiMatteo of Miller Environmental, Solicitor Patrick McKenna of Gawthrop Greenwood and Administrator Anita Ferez were present.

**Public Notification:** An Executive Session was held to discuss potential litigation.

### Action on Minutes of Previous Meeting(s)

*A Motion to accept the minutes of the March 8, 2018 regular meeting was made by JSB and seconded by KDN. All members present were in favor.*

**Public Comment:** *None*

### Action/Discussion Items:

1. Ashberry Grinder  
*Review of options (repair existing unit, replace with reconditioned muffin monster, install trash basket or do nothing). Discussion of costs associated and logistics of disposal. Engineer will check with Deckman for cost to rebuild existing grinder and add sealed motor, Administrator will pull costs of having Pikeland assist with pulling of pumps and clean out by Franc. Availability of water continues to be concern. RT will investigate water meter box, Administrator will place PA one-call.*
2. 3-Way Valves – Northeast Technical Supplies Quote  
*Review and summary of valve issue at Friendship. Miller to try to unfreeze existing valve (with Stephenson) but if damaged, new 3-way 8" valve needed. If existing valve is not damaged, new 3-way valve can be kept as spare (can be used at Friendship, Beaver Creek and Culbertson). RT will obtain additional quote for exact model for cost comparison. A Motion was made to approve the expenditure to purchase a 3-way valve not to exceed \$2,267 for the DeZurik quote unless RT is able to obtain the same for less than that amount was made by JSB and seconded by RT. All members present were in favor.*
3. Traditions of America – Bentley/Longview Agreement

*Review and lengthy discussion of 2008 agreement between Bentley and WBTMA as it relates to previously approved developments within WBT, one of which is the proposed site of the proposed TOA development. Engineer to provide debt service charges after 2019 (beyond what is outlined in Agreement) to attorney for Longview and eventual meeting with attorney for TOA to discuss costs of sewer connection. Professional consultants to put together a more succinct timeline of agreement terms and deadlines; Administrator to research 2009 audit for financial obligations.*

4. Ellingsworth – letter and agreement

*Brief review of draft agreement to accompany letter. A Motion to approve the draft Sanitary Sewer Agreement as prepared and authorize forwarding of same with letter to Mr. and Mrs. Ellingsworth was made by RT and seconded by JSB. SGM abstained and all remaining members were in favor.*

5. Guthriesville Tire – connection

*Tie-in location to be determined and communicated to contractor. Regarding damaged manholes, Miller will investigate and remove debris that fell in the manhole.*

6. PAWC Agreement

*Brief status of conversation with PAWC as it relates to agreement expiration in December 2018.*

**Reports:**

1. Operator – attached. *Ground water pumped out of abandoned lines on East Reeceville Road. Miller report will be moved to Action/Discussion Items for next month.*
2. Engineer – attached.
3. Administrator – attached. *Follow up provided on status of Ashberry driveway, mandatory connections and online payments.*

**Correspondence/Communications** (information to note)

1. PMAA flyer announcing Region 1 Dinner Meeting. *Noted*

**New Business** - None

**Payment of Bills / Account Balances**

As of March 30, 2018: Friendship Village account balance was \$102,524.71 and Kimberwick account balance was \$113,087.88.

1. Friendship Village Sewer District- \$71,607.77 and ratified payments of \$3,651.21 made on 3/23/2018. Payroll of \$4,711.69 made 4/12/2018 for the month of March 2018.

*A Motion to pay the bills as indicated and ratify those made on March 23, 2018 was made by KDN and seconded by JSB. All members present were in favor.*

2. P & L – First quarter 2018. *Noted*

Shared Service Agreement – breakdown for March 2018. *Noted*

Carroll Engineering Corporation – breakdown for January 26, 2018 to February 25, 2018. *Noted*

**Dates of Upcoming Meetings**

Announcement was made of upcoming Board of Supervisors meetings on April 19, 2018 and May 3, 2018, and Municipal Authority on Thursday, May 10, 2018 at 7:00 p.m.

**JS WILL ATTEND 4/19/2018 BOS MEETING TO GIVE REPORT.**

**Adjournment**

*A Motion to adjourn the meeting was made by JSB and seconded by KDN. All members present were in favor.  
The meeting was adjourned at 9:23pm.*

Respectfully submitted,

Anita Ferenz, Administrator