

WEST BRANDYWINE TOWNSHIP MUNICIPAL AUTHORITY

Incorporated 1995

199 Lafayette Road, West Brandywine, PA 19320-1230

Sandra G. Martin, Chairman
Rick Tisa, Secretary
Kent D. Nation, Treasurer

Joseph S. Boldaz, Vice Chairman/
Asst Secretary/Asst Treasurer
Anita M. Ferenz, Administrator

Meeting Agenda for May 11, 2017

Call to Order (time: _____)

Pledge of Allegiance

Roll Call of Board Members

Joseph S. Boldaz (JSB) _____, Sandra G. Martin (SGM) _____, Kent D. Nation (KDN) _____, and Rick Tisa (RT) _____. There is a vacancy on the Board.

Others Present

Engineer _____, Operator _____, Solicitor _____, Administrator _____

Public Notification: An executive session was held on Thursday, May 4, 2017, to discuss real estate matters.

Action on Minutes of Previous Meeting(s)

- April 13, 2017 regular meeting

Public Comment (individuals requesting to be on the agenda):

Correspondence/Communications (information to note)

1. Receipt of PMAA April 2017 publication of "the Authority".
2. Receipt of Notice of Proposed Water & Wastewater Rate Changes provided by PAWC.
3. Receipt of Comprehensive Status Report received from Portnoff Law Associates.

Reports

Operator

Engineer

- a. Capital Reserve Study
- b. Tapping Fees Update
- c. Act 537 Update

Administrator

- a. Audit – scheduled for week of May 22, 2017
- b. Generators – looking in to maintenance programs; pending.
- c. Board member vacancy –

- d. Informational flyers – (1) rag problem and (2) fats/oils/grease – pending.

New Business

1. **From the Board:**
 - a.
2. **From the Floor:**
 - a.

Public Comments (individuals not requesting to be on agenda)

Payment of Bills / Account Balances

As of April 28, 2017: Friendship Village account balance was \$213,560.97 and Kimberwick account balance was \$69,254.21.

1. Friendship Village Sewer District- \$64,225.11 and ratified payments of \$2,733.87 made on 4/24/2017. Payroll of \$3,517.47 made 5/11/2017 for the month of April 2017.
Profit & Loss, Budget v Actual (January – April 2017)
Shared Service Agreement – breakdown for April 2017
Carroll Engineering Corporation – breakdown for February 27, 2017 to April 2, 2017

Dates of Upcoming Meetings

1. Board of Supervisors, on Thursdays, May 18, 2017 and June 1, 2017, at 7:30 p.m.
2. Municipal Authority, Thursday, June 8, 2017 at 7:30 p.m.

WHO IS ATTENDING 5/18/2017 BOS MEETING TO GIVE REPORT?

Adjournment (time: _____)