

WEST BRANDYWINE TOWNSHIP MUNICIPAL AUTHORITY

Incorporated 1995

198 Lafayette Road, West Brandywine, PA 19320-1230

William S. Clark, *Chairman*
Kent D. Nation, *Secretary*
Joseph S Sawicki, *Treasurer*

Francesca J. Crane, *Vice-Chairman*
Joseph S. Boldaz, *Asst. Secretary/Treasurer*
Anita M. Ferenz, *Administrator*

Meeting Minutes – July 27, 2023

Call to Order

The meeting was called to order by Treasurer Sawicki at 7:01pm.

Roll Call of Board Members

Joe Boldaz (JSB), Will Clark (WSC), Kent Nation (KDN) and Joe Sawicki (JSS) were present. Francesca Crane (FJC) was absent.

Others Present

Solicitor Stacey Fuller, Engineer Mark Yoder, Operator John Dean and Administrator Anita Ferenz were in attendance.

Public Notification: *None*

Action on Minutes of Previous Meeting(s)

A Motion to approve the June 22, 2023 regular meeting minutes was made by JSB and seconded by WSC. All members were in favor.

Public Comment / Presentation. *Eric Mayoka (371 National Drive) and Ken Erickson (369 National Drive) were in attendance to speak to the Board about the high sewer invoices, specifically during the summer months when residents are being required by the development HOA to water lawns and shrubs and therefore have a spike in water usage and result in the higher sewer costs. They were requesting a type of adjustment during those summer months to offset the use of the extra water that is going into the ground and now down the sewer pipes. A lengthy discussion ensued regarding what constitutes a spike, equality for all residents and most importantly setting and/or not setting a precedent for the future. The Board agreed to do some research on the billing options and will prepare/forward a letter to the Township alerting it to this situation and requesting TOA be required to install irrigation systems for watering yards at the HOA's expense. The board also directed Mr. Mayoka and Mr. Erickson to approach the HOA with these same concerns to determine what options they may have for watering of lawns.*

Reports:

1. Operator
 - a. Monthly Report. *Review of maintenance items and July updates; RRPS and FVPS should have pumps and flow meters connected to the OmniSite units for data verification. Operator will secure quotes from WG Malden and Envirep.*
 - i. Review and consider rebuild of rotating assembly. *Discussion of old rotating assembly in possession of Gayle Corp and rebuild costs for stainless steel and cast iron impeller.*

A Motion to authorize rebuild of the rotating assembly with cast iron impeller was made by JSB and seconded by WSC. All members were in favor.

2. Engineer

- a. Monthly Report – general operations. *Review of report on operations, construction projects and development. Quotes for generators and required louver expansion to be presented at August meeting.*
 - i. Review and consider revising Rules & Regulations to include Section VII Grinder Pumps and Pressure Sewers. *Hold till August meeting for receipt of specifications related to grinder pumps and pressure sewers.*

3. Committees

- a. Finance – March / June / September / December
- b. Operations – April / July / October / January
- c. Planning – May / August / November / February. *The planning committee met on 7/19/2023 to discuss various development issues as well as televising the Authority's trunk line from the discharge manhole in Blackhorse Hill Road (Caln Township) to the PAWC meter used to calculate sewer usage at 11th and Diamond Streets. Due to the topography of the gravity line traveling through the VA Complex, it is necessary to assess access to each manhole with depths and distance. CEC provided a quote to inspect the 40 manholes, get down measurements and assess the wear/tear of each manhole. **A Motion approving inspection of the gravity trunk line manholes pursuant to the email from Mark Yoder of 7/26/2023 in the amount of \$5,550.00 was made by JSB and seconded by WSC. All members were in favor.***

4. Administrator

- a. Monthly Report. *Noted*
 - i. Consider Premium Power Proposal for annual PM for all five stations or just RRPS. *Given the fact that new generators will probably have a lead time of approximately one year **a Motion to approve the Premium Power Services Proposal dated 5/9/2023 in the amount of \$3,066.00 to perform the annual preventative maintenance on all five pump station generators was made by JSB and seconded by WSC. All members were in favor.***

New Business: None

Finances:

As of June 30, 2023:

- 1. Mid Penn Operating - \$171,826.71
- 2. Mid Penn Debt Service - \$70,398.76
- 3. Mid Penn Capital Reserve - \$1,653,382.50
- 4. Mid Penn DSRF - \$580,382.68
- 5. Mid Penn Grant Funding - \$33,015.83

- 6. Bills paid and to be ratified - \$203,617.89
- 7. Payroll for regular meeting for June 2023- \$4,856.11

A Motion to approve payment/ratification of the bills and expenses was made by WSC and seconded by KDN. All members were in favor.

Dates of Upcoming Meetings

Announcement made of upcoming Board of Supervisors meeting on August 17, 2023 and Municipal Authority meeting on Thursday, August 24, 2023 at 7:00 p.m.

KDN WILL ATTEND BOS MEETING TO GIVE MA REPORT; JSS TO BE BACKUP.

Adjournment

A Motion to adjourn the meeting was made by JSB and seconded by KDN. All members were in favor. The meeting adjourned at 8:58pm.

Respectfully submitted,

Anita Ferenz, Administrator