

WEST BRANDYWINE TOWNSHIP MUNICIPAL AUTHORITY

Incorporated 1995

198 Lafayette Road, West Brandywine, Pennsylvania 19320-1230

Phone- 610-383-7140 Email-admin@wbtma.org

Francesca J. Crane, *Chairperson*
William S. Clark, *Secretary*
Joseph S. Sawicki, *Treasurer*

Kent D. Nation, *Vice-Chairperson*
Joseph S. Boldaz, *Asst. Secretary/Treasurer*
Anita M. Ferenz, *Administrator*

Meeting Minutes – January 25, 2024

Call to Order

The meeting was called to order by Vice Chairman Nation at 7:11pm.

Roll Call of Board Members

Joe Boldaz (JSB), Will Clark (WSC), Francesca Crane (FJC) via Zoom, Kent Nation (KDN) and Joe Sawicki (JSS) were in attendance.

Others Present

Solicitor Stacey Fuller, Engineers Mark Yoder and Bill Malin, Operators John Dean and Dave Friedman and Administrator Anita Ferenz were present.

Action on Minutes of Previous Meeting(s)

A Motion to approve the December 20, 2023 regular meeting minutes was made by JSB and seconded by WSC. All members were in favor.

Public Comment / Presentation. None.

Reports:

1. Operator
 - a. Monthly Report. Review of report with discussion on new contact auxiliary board needed for RRPS, Keystone ordering the part; and request to purchase an engine hoist for use in moving heavier pieces of equipment. *A motion to purchase a “cherry picker” style hoist, not to exceed \$280, was made by JSB and seconded by WSC. All members were in favor.*
2. Engineer
 - a. Monthly Report – general operations. Review of report with discussion on current development status; continued leaking from gravity line in East Reeceville Road; and request to move forward with getting proposals for both pump station hatches (grant funded) and replacement meters for bulk customers (capital funded).
3. Committees
 - a. Operations – JSB and JSS to coordinate schedules for pump station visits.

4. Administrator
 - a. Monthly Report. Noted.

New Business: None

Finances:

As of December 29, 2023:

1. Mid Penn Operating - \$124,433.18
2. Mid Penn Debt Service - \$18,718.75
3. Mid Penn Capital Reserve - \$1,494,175.96
4. Mid Penn DSRF - \$562,571.97
5. Mid Penn Grant Funding - \$45,907.87

6. Bills paid and to be ratified - \$26,580.10
7. Payroll for regular meeting for December 2023- \$5,388.89

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

Dates of Upcoming Meetings

1. Board of Supervisors on Thursday, February 15, 2024 at 7:30 p.m. Noted; *JSB to attend.*
2. Municipal Authority, on Thursday, February 22, 2024 at 7:00 p.m. Noted.

Adjournment

A motion to adjourn the meeting was made by HSB and seconded by JSS. All members were in favor. The meeting adjourned at 7:51pm.

Respectfully submitted,

Anita Ferenz, Administrator