

WEST BRANDYWINE TOWNSHIP MUNICIPAL AUTHORITY

Incorporated 1995

199 Lafayette Road, West Brandywine, PA 19320-1230

Joseph S. Boldaz, Chairman
Josef G. Obernier, Sr., Treasurer
Sandra G. Martin, Asst. Sec/Asst. Treas

Sandra G. Martin, Vice Chairman
Rick Tisa, Secretary

Meeting Minutes for January 14, 2016

Call to Order (time: _____)

Pledge of Allegiance

Roll Call of Board Members

Joseph S. Boldaz (JSB) _____, Sandra G. Martin (SGM) _____, Josef G. Obernier, Sr. (JGO) _____ and Rick Tisa (RT) _____. A vacancy remains on the Board.

Others Present

Engineer _____, Operator _____, Solicitor _____, Administrator _____, Bookkeeper _____

Public Notification

An Executive Session was held on Monday, January 11, 2016 to discuss pending legal matter, PAWC v. WBMA

Action on Minutes of Previous Meeting(s)

- December 10, 2015 regular meeting

Public Presentation

Public Comments (individuals requesting to be on agenda)

Correspondence/Communications (information to note and/or act upon)

Information to Note:

1. Receipt of email correspondence dated December 11, 2015 from J. Richard Weaver providing non-reappointment/resignation letter to Township.
2. Receipt of PMAA December 2015 publication "The Authority".
3. Receipt of correspondence dated December 18, 2015 from Kenneth R. Myers, Esquire of High Swartz announcing his retirement and replacement suggestions if needed.
4. Receipt of correspondence dated December 2015 from the PA Department of Community & Economic Development with attached Annual Report of Municipal Authorities 2015.
5. Receipt of 2016 PMAA Board Member Training seminar flyer.

Information to Act Upon:

1. Receipt of correspondence dated December 23, 2015 from DNB First with regard to preauthorization to perform wire transfers. Need two signers. Further discussion under New Business.

Reports

1. Secretary
2. Treasurer – As of December 31, 2015: Friendship Village account balance was \$731,547.24 and Kimberwick account balance was \$134,268.88
3. Administrator
4. Engineer
5. Operator

Old Business

1. Keegan grading issues – exoneration of existing sewer bill (\$3,185.55), payment of \$2,000 by the MA and amendment of existing Agreement in exchange for finalization of this matter. Keegans were going to talk and get back to MA with decision.
2. 1403 Horseshoe Pike development – provided letter advising of current availability to serve but not guaranteed until reserved or purchased; need Professional Services Agreement moving forward.
3. Brandywine Meadows – capacity is available for reservation or purchase; need to work with PAWC as it relates to their records for existing allocations.
4. Funding Agreement between Township and MA – receipt of redlined version from Supervisor Morris; questions on actual need for such a document.
5. Shared Services Agreement between West Brandywine Township and the West Brandywine Township Municipal Authority – Administrator requested estimated costs of items performed and scheduled meeting in order to negotiate agreement; awaiting Township response.
6. OmniSite upgrade to three radio units (Culbertson, Beaver Creek & Reeceville) – payment for 2016 is \$1,536 (same as 2015; \$384 each for 4 stations); Administrator, Engineer and Operator to research options.
7. Freedom Village at Brandywine (existing facility) – continued research with regard to discrepancy in flows; attempted view of meter pit by engineer.
8. Brookdale Senior Living (memory care facility for Freedom Village) – requesting availability of capacity.
9. Address number to be installed on pump station buildings – Administrator will check code requirements, purchase and install.

New Business

1. Bank Accounts: online access and signing authorization.
2. Purchase of plaques for past service to the MA.

New Business from the Floor

New Business from the Board

Public Comments (individuals not requesting to be on agenda)

Payment of Bills

1. Friendship Village Sewer District- \$104,535.54, and Ratified Payments of \$22,969.34 on 12/22/2015. Payroll of \$7,069.25 made 1/14/2016 for the months of November and December 2015.
2. Kimberwick Sewer District- Ratified Payments of \$427.46 on 12/22/2015.

Dates of Upcoming Meetings

1. Board of Supervisors, on Thursday, January 21, 2016 and February 4, 2016 at 7:30 p.m.
2. Municipal Authority, Thursday, February 11, 2016 at 7:30 p.m.

WHO IS ATTENDING BOS MEETING TO GIVE REPORT?

Adjournment (time: _____)