

**WEST BRANDYWINE TOWNSHIP MUNICIPAL AUTHORITY**

*Incorporated 1995*

198 Lafayette Road, West Brandywine, Pennsylvania 19320-1230

Phone- 610-383-7140 [Email-admin@wbtma.org](mailto:Email-admin@wbtma.org)

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

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

**REORGANIZATION MEETING**

**January 25, 2024**

Call to Order (time: \_\_\_\_\_) \*Secretary

**Roll Call of Board Members**

Joseph S. Boldaz (JSB) \_\_\_\_\_, William S. Clark (WSC) \_\_\_\_\_, Francesca J. Crane (FJC) \_\_\_\_\_, Kent D. Nation (KDN) \_\_\_\_\_ and Joseph S. Sawicki (JSS).

**Others Present**

Solicitor \_\_\_\_\_, Engineer \_\_\_\_\_, Operator \_\_\_\_\_, and Administrator \_\_\_\_\_

**Appointment of Chairman for 2024 \*Secretary**

Nomination: \_\_\_\_\_

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote(y) \_\_\_\_\_ & (n) \_\_\_\_\_

**Meeting Turned Over to Chairman**

**Appointment of Vice Chairman**

Nomination: \_\_\_\_\_

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote(y) \_\_\_\_\_ & (n) \_\_\_\_\_

**Appointment of Secretary**

Nomination: \_\_\_\_\_

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote(y) \_\_\_\_\_ & (n) \_\_\_\_\_

**Appointment of Treasurer**

Nomination: \_\_\_\_\_

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote(y) \_\_\_\_\_ & (n) \_\_\_\_\_

**Appointment of Assistant Secretary/Assistant Treasurer**

Nomination: \_\_\_\_\_

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote(y) \_\_\_\_\_ & (n) \_\_\_\_\_

**Appointment of Administrative Personnel for 2024**

Administrator and Right-To-Know Officer – Anita Ferenz  
Bookkeeper – Bonnie Lucy

**Appointment of Professional Consultants for 2024**

Gawthrop Greenwood – Solicitor  
Carroll Engineering Corporation – Engineer  
EEMA O&M Services Group – Operator  
Concord Public Financial Advisors – Financial Advisor  
H.A. Thomson Agency - General and Special Insurances  
Mid Penn Bank – Depository  
Evolution Payroll Services - Payroll Service Provider  
Auditor – BBD, LLP

**Motion to approve appointment of Administrative Personnel and Professional Consultants for 2024 as noted.**

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote(y) \_\_\_\_\_ & (n) \_\_\_\_\_

**Resolutions**

01-2024          Disposition of Records as of December 31, 2023

**Miscellaneous Information for 2024**

Authority meetings are the fourth Thursday of each month at 7:00PM except for November which will be Wednesday, November 20, 2024, and December which will be Wednesday, December 18, 2024, held at the Township Building located at 198 Lafayette Road, West Brandywine, PA 19320.

Special Meetings to be advertised as required by law.

**Adjournment (time: \_\_\_\_\_)**