

# WEST BRANDYWINE TOWNSHIP MUNICIPAL AUTHORITY

Incorporated 1995

198 Lafayette Road, West Brandywine, PA 19320-1230

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

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

## Meeting Minutes – May 23, 2024

### Call to Order

The meeting was called to order at 7:00pm by Chairperson Crane.

### Roll Call of Board Members

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

### Others Present

Solicitor Stacey Fuller, Engineer Mark Yoder and Operator John Dean were present.

### Action on Minutes of Previous Meeting(s)

- March 28, 2024 regular meeting (no April 2024 meeting due to lack of quorum). **A Motion to approve the March 28, 2024 meeting minutes was made by KDN and seconded by JSS. All members were in favor.**

### Public Comment / Presentation.

1. TOA #3 603, 604 & 608 East Reeceville Road – to discuss force main options. *David Biddison from TOA, Dan Hudson from Evans Mill and Ed Nespoli of DL Howell were in attendance to present the two force main flow options. Lengthy discussion on best option. CEC did some general cost estimates for each options: (1) low pressure/grinders for those homes on the north side of East Reeceville Road and flow from BCPS through existing unused force main line in Swinehart, onto East Reeceville Road and to the new pump station and then everything through a force main up the hill on the south side of East Reeceville Road to a designated drop to gravity and onto FVPS and (2) the same low pressure/grinders on the north side but two force mains for the development, one traveling up the western side of the development and one up the eastern side. CEC felt the costs would almost be a wash. The Authority expressed a preference for Option 1. Aside from upsizing the new pump station to handle the flow, the existing unused force main in Swinehart Road would need to be tested for pressure, the gravity line in East Reeceville Road would need to be re-sized to a 12" line and some minor modification would need to be made to the pumps at BCPS. The Authority expressed concern about the number of outstanding issues and the need to more fully design the sewer plan prior to considering preliminary plan approval. The developer will work with CEC to more fully develop the sewer plans to present to the Authority Board. A Special Meeting will be scheduled on June 4, 2024 to discuss this issue.*

### Reports:

1. Operator
  - a. Monthly Report. Brief review of report and flow data, including propane lid at CRPS being fixed due to damage by mowers.
    1. Review and consider proposals contained in 5/14/2024 email from Deckman regarding rebuild of rotating assemblies from FVPS. Review of proposals; **A Motion to approve**

**rebuild of two rotating assemblies with WBTMA spare impellers for the total amount of \$10,763.00 (\$4,770.00 plus \$5,903.00) was made by JSB and seconded by WSC. All members were in favor. These rebuilt assemblies will fit in RRPS, FVPS and BCPS.**

2. Engineer

- a. Monthly Report – general operations. Review of report including status of bulk customer meters and pump station generators, punch list supplied to developer for TOA #1, status of Phase 2 gravity line installation and update on pump station for TOA #2.

3. Administrator

- a. Arbitrage Rebate Counselors, LLC conducted a three-year arbitrage for the period 3/31/2021 to 3/31/2024 resulting in no arbitrage liability being incurred. Noted.
- b. Generator Service Proposal from Premium Power Services, LLC for preventative maintenance on generator at RRPS. Review and consider approval. **A Motion to approve the Premium Power PM Quote for RRPS in the amount of \$998.00 was made by KDN and seconded by JSB. All members were in favor.**

**New Business:** None.

**Finances:**

As of April 30, 2024:

1. Mid Penn Operating - \$119,366.36
2. Mid Penn Debt Service - \$128,632.80
3. Mid Penn Capital Reserve - \$1,509,338.76
4. Mid Penn DSRF - \$568,280.92
  
5. Bills to be ratified for March 2024 - \$51,925.57
6. Bills paid and to be ratified for April 2024- \$63,728.52
7. Payroll for regular meeting for March 2024 - \$5,095.24
8. Payroll for April 2024- \$4,407.73

**A Motion to pay/ratify the bills and expenses for March and April 2024 was made by KDN and seconded by WSC. All members were in favor.**

**Dates of Upcoming Meetings**

1. Board of Supervisors on Thursday, June 20, 2024 at 7:30 p.m. **KDN will attend.**
2. Municipal Authority on Thursday, June 27, 2024 at 7:00 p.m.
3. **WBTMA Special Meeting on Tuesday, June 4, 2024 at 7:00p.m.**

**Adjournment**

**A Motion to adjourn the meeting was made by JSB and seconded by KDN. All members were in favor. The meeting adjourned at 8:10pm.**

Respectfully submitted,

Anita Ferenz, Administrator