

WEST BRANDYWINE TOWNSHIP MUNICIPAL AUTHORITY

Incorporated 1995

199 Lafayette Road, West Brandywine, PA 19320-1230

Sandra G. Martin, *Chairman*
Joseph Sawicki, *Secretary*
Kent D. Nation, *Treasurer*

Rick Tisa, *Vice-Chairman*
Joseph S. Boldaz, *Asst. Secretary/Treasurer*
Anita M. Ferenz, *Administrator*

Meeting Agenda for February 8, 2018

Call to Order (time: _____)

Pledge of Allegiance

Roll Call of Board Members

Joseph S. Boldaz (JSB) _____, Sandra G. Martin (SGM) _____, Kent D. Nation (KDN) _____, Joseph Sawicki (JS) _____ and Rick Tisa (RT) _____.

Others Present

Engineer _____, Operator _____, Solicitor _____, Administrator _____

Public Notification:

Action on Minutes of Previous Meeting(s)

- January 11, 2018 reorganization meeting and regular meeting

Public Comment (individuals requesting to be on the agenda):

Correspondence/Communications (information to note)

1. PMAA flyer on Board Member training to be held in March 2018.
2. Correspondence dated January 16, 2018 from TD Wealth Management regarding bond payment due on Series 2012, interest only. Amount due on February 13, 2018 is \$101,396.49.
3. Correspondence dated January 16, 2018 from TD Wealth Management regarding bond payment due on Series 2016, interest only. Amount due on February 13, 2018 is \$21,263.23.
4. Correspondence dated January 24, 2018 from PaDEP regarding WQM Permit for Ashberry Pump Station Reconstruction.
5. Correspondence dated February 2, 2018 from WB TMA Administrator to WBT BOS re Mandatory Connection for 1576 Horseshoe Pike.
6. Planning Committee minutes:
 - a. Rules and Regulations / Ellingsworth mandatory connections – Motion or Resolution?
 - b. Ashberry Pump Station Grant - status
 - c. Lauren Lane Sewer Area - letter
 - d. PAWC Capacity / Agreement
 - e. Turkey Hill Connection
 - f. Capital Reserve Study -

g. Authority Committees -

Reports

Operator

Engineer

- a. Ashberry pump station – flushing/televising of lines and grinder.
- b. Hunter’s Crossing Planning Module – status of completion

Solicitor

Administrator

- a. Audit – engagement letter
- b. Mandatory connections – 1 complete, 3 pending applications (1 going through PennVEST).
- c. Public relations / website – in process.
- d. Operations Manual – ongoing.

New Business

1. Resolutions

- a. 01-2018 Resolution authorizing the Reconstruction of the Ashberry Pump Station
- b. 02-2018 Resolution adopting Rules and Regulations dated February 2018

2. From the Board:

a.

3. From the Floor:

a.

Public Comments (individuals not requesting to be on agenda)

Payment of Bills / Account Balances

As of January 31, 2018: Friendship Village account balance was \$167,192.84 and Kimberwick account balance was \$131,582.14.

- 1. Friendship Village Sewer District- \$66,029.37 and ratified payments of \$2,830.60 made on 1/19/2018.
Payroll of \$5,153.53 made 2/08/2018 for the month of January 2018.

Shared Service Agreement – breakdown for January 2018

Carroll Engineering Corporation – breakdown for December 4, 2017 to December 31, 2017

Dates of Upcoming Meetings

- 1. Board of Supervisors, on Thursdays, February 15, 2018 and March 1, 2018, at 7:30 p.m.
- 2. Municipal Authority, Thursday, March 8, 2018 at 7:00 p.m.

WHO IS ATTENDING 2/15/2018 BOS MEETING TO GIVE REPORT?

Adjournment (time: _____)