

WEST BRANDYWINE TOWNSHIP MUNICIPAL AUTHORITY

Incorporated 1995

199 Lafayette Road, West Brandywine, PA 19320-1230

Joseph S. Boldaz, Chairman
Josef G. Obernier, Sr., Treasurer
Vacant Position

Sandra G. Martin, Vice Chairman/
Asst Secretary/Asst Treasurer
Rick Tisa, Secretary

Meeting Minutes for June 9, 2016

Call to Order

The meeting was called to order by Chairman Boldaz at 7:30pm.

Pledge of Allegiance

Roll Call of Board Members

Present at the meeting were 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 Bill Malin of Carroll Engineering Corporation, Operator John Troutman of Miller Environmental, Solicitor Patrick McKenna and Administrator Anita Ferenz were present.

Public Notification - None

Action on Minutes of Previous Meeting(s)

A Motion to accept the minutes of the May 12, 2016 regular meeting was made by JGO and seconded by SGM. All members present were in favor.

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

Correspondence/Communications (information to note)

1. PMAA 74th Annual Conference & Trade Show – let Administrator know if you will be attending.
Noted, Administrator to consider attending on behalf of MA, authorized by Board.
2. Correspondence dated June 1, 2016 from PMAA regarding Notification of Voting Delegate & Alternate if someone is attending Annual Conference. *Noted.*

Reports

1. Operator
 - a. Ashberry pumps – Rotator assembly on pump 2 needs replaced; Stephenson rebuilding old one from pump 1 and will install on pump 2 when completed; broken belts replaced on pump 1.
 - b. Beaver Creek – VFD failure; attempted to reset; just a bad fuse. Discussion among board, operator and engineer regarding preventive maintenance on VFD panels vs computer soft start.
 - c. Seal replacements for Friendship Village and Reeceville – no response from Pikeland for quotes but Stephenson can do them when they come back to install rotator assembly on pump 2 at Ashberry. A Motion to authorize Stephenson to perform seal replacement at Reeceville for time

- charges only, plus Friendship Village, also for time charges only, if we have the assembly available was made by JSB and seconded by SGM. All members present were in favor.
- d. Wet wells cleaned out May 17, 2016, Culbertson and Ashberry were the worst.
2. Engineer
- a. Freedom Village at Brandywine (existing facility) – flows for May; follow up letter to be sent. *Noted; letter to be reviewed by Solicitor prior to sending, can provide option to pay over time, Engineer to discuss with Financial Advisor.*
 - b. 1403 Horseshoe Pike Realty development – meeting with engineer May 17, 2016; awaiting proposed design - pending. *Brief discussion of meeting items, including proposed pump station, placement and size, potential EDUs to be utilized/purchased, potential additional users that can tie in. Suggestion that Administrator should contact Krapf Bus and select property owners directly affected by development after further discussion with developer.*
 - c. Brandywine Meadows – planning module issue resolved; meeting scheduled with PAWC on June 22, 2016. *PAWC provided data requested and signed Planning Module; Engineer needs to complete and get filed; brief discussion of escrowed funds for review purposes.*
 - d. Bioxide – research and options; meeting to be scheduled in late June/early July. *Meeting scheduled with Evoqua on June 28, 2016.*
3. Solicitor
- a. 1403 Horseshoe Pike Realty development – further contact with Sutton Woods HOA; pending. *Update provided; additional follow up to be provided.*
4. Administrator
- a. Reeceville Road pump station – rain gauge ordered; pending. *Noted*
 - b. Reeceville Road pump station fence – Public Works to repair; pending. *Noted; if not on Public Works schedule within the next week, proceed with another contractor.*
 - c. Shared Services Agreement – may need to file for lost title to truck. *Noted; proceed to file for lost title.*
 - d. Reimbursement Agreement – working with Engineer and Solicitor. *Solicitor awaiting further direction; will provide last draft for final comments and work toward interim document.*
 - e. Meters for those residents with wells – pending; resolution forwarded to Engineer and Solicitor. *Discussion of situation and need to move forward on project; possible change in policy moving forward after current project is complete. Administrator to proceed with project; speak with plumber.*
 - f. Bond refinancing – see email from bond counsel, will need Township guarantee to proceed; pending. *Noted; Solicitor to seek direction from bond counsel and financial advisor on how we proceed.*
 - g. Address number for pump station buildings – follow up email sent; pending. *Noted*
 - h. Informational flyer – need Board assistance; pending. *Noted; discussion among board members and Kent Nation who offered assistance.*

New Business

1. From the Board:

- a. RT – inquiry about “seal” for Authority.
- b. SGM – wants to keep board member vacancy on the forefront.

- c. JGO – inquiry about ratified payments and need to approve payment; discussion about process of making payments mid-meeting.
- d. JSB – requested summary of engineering expenses with submission of monthly bills; Engineer to add detail to current summary.

2. From the Floor:

None

Public Comments (individuals not requesting to be on agenda)

Payment of Bills / Account Balances

As of May 31, 2016: Friendship Village account balance was \$292,927.90 and Kimberwick account balance was \$214,687.70.

- 1. Friendship Village Sewer District- \$89,513.52, and Ratified Payments of \$3,000.38 on 5/24/2016. Payroll of \$4,461.36 made 6/9/2016 for the month of May 2016.
- 2. Kimberwick Sewer District- \$118.50.

A Motion to pay the Friendship Village and Kimberwick bills and those ratified on May 24, 2016 was made by SGM and seconded by JSB. All members present were in favor.

Dates of Upcoming Meetings

Announcement of upcoming meetings of Board of Supervisors on June 16, 2016 and July 7, 2016, and Municipal Authority on July 14, 2016 at 7:30 p.m.

RT WILL ATTEND 6/16/2016 BOS MEETING TO GIVE REPORT.

Adjournment

A Motion to adjourn the meeting was made by JSB and seconded by RT. All members present were in favor. Meeting adjourned at 9:30pm.

Respectfully submitted,
Anita Ferez, Administrator