

WEST BRANDYWINE TOWNSHIP MUNICIPAL AUTHORITY

Incorporated 1995

198 Lafayette Road, West Brandywine, PA 19320-1230

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

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

Meeting Agenda – February 24, 2022

Call to Order (time: _____)

Pledge of Allegiance

Roll Call of Board Members

Joe Boldaz (JSB) _____, Will Clark (WSC) _____, Francesca Crane (FJC) _____, Kent Nation (KDN) _____ and Joe Sawicki (JSS) _____.

Others Present

Solicitor _____, Engineer _____, Operator _____ and Administrator _____

Public Notification:

Action on Minutes of Previous Meeting(s)

- January 27, 2022 reorganization and regular meetings

Public Comment / Presentation

Reports:

1. Operator
 - a. Monthly Report.
 - i. Installation of sewage sump pump at RRPS – approval of EEMA estimate.
 - ii. Wet Well Cleaning CRPS & RRPS – EEMA to provide additional estimate(s); proposal previously received from Franc Environmental dated 1/11/2022.
2. Engineer
 - a. Monthly Report – general operations.
 - i. Review and consider approval of quote for pump station repairs.
 - ii. Review and consider approval of flood proof hatches.
 - iii. Review and consider approval of sewer plans for Reserve at Cross Creek.
 - iv. Consider approval to move forward on LSA grant application.
3. Solicitor
 - i. Review and consider approval of Financial Security Agreement for RCC.
 - ii. Review and consider approval of Developer’s Agreement for RCC.
 - iii. Review and consider adoption of Collection Policy.

iv. Review and consider adoption of revised WBTMA By-Laws.

4. Administrator

a. Monthly informational report.

- i. Review and consider request of Frank Light at 303 Reeceville Road for credit against sewer usage charges and refund of bank fees.
- ii. Authorize opening of new Escrow Disbursement Account at Mid Penn Bank.

New Business:

- 1.
- 2.

Finances:

As of January 31, 2022:

1. Mid Penn Operating - \$230,454.34
2. Mid Penn Debt Service - \$43,468.57
3. Mid Penn Capital Reserve - \$893166.01
4. Mid Penn DSRF - \$570,740.39
5. Mid Penn Grant Funding - \$44,883.60

6. Bills paid and to be ratified - \$ _____
7. Payroll for regular meeting for January 2022- \$5,175.81.

Dates of Upcoming Meetings

1. Board of Supervisors on March 3, 2022 and **March 17, 2022** at 7:30 p.m.
2. Municipal Authority, on Thursday, March 24, 2022 at 7:00 p.m.

Adjournment (time: _____)