

WEST BRANDYWINE TOWNSHIP MUNICIPAL AUTHORITY

Incorporated 1995

198 Lafayette Road, West Brandywine, PA 19320-1230

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 MINUTES -- January 27, 2022

Call to Order

The meeting was called to order at 7:01pm by Joe Sawicki.

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) were in attendance.

Others Present

Solicitor Stacey Fuller, Engineers Mark Yoder and Bill Malin, Operator Dave Friedman, and Administrator Anita Ferenz were also in attendance.

Appointment of Chairperson for 2022

A Motion to nominate Will Clark for Chairperson was made by Joe Boldaz and seconded by Kent Nation. All members present were in favor.

Appointment of Vice Chairman

A Motion to nominate Francesca Crane for Vice Chairperson was made by Joe Sawicki and seconded by Joe Boldaz. All members present were in favor.

Appointment of Secretary

A Motion to nominate Kent Nation as Secretary was made by Joe Sawicki and seconded by Joe Boldaz. All members present were in favor.

Appointment of Treasurer

A Motion to nominate Joe Sawicki as Treasurer was made by Will Clark and seconded by Kent Nation. All members present were in favor.

Appointment of Assistant Secretary/Assistant Treasurer

A Motion to nominate Joe Boldaz as Assistant Secretary/Treasurer was made by Kent Nation and seconded by Joe Sawicki. All members present were in favor.

Appointment of Administrative Personnel for 2022

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

Appointment of Professional Consultants for 2022

Gawthrop Greenwood – Solicitor
Carroll Engineering Corporation – Engineer
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 2022 as noted.

A Motion to approve the appointment of Administrative Personnel and Professional Consultants for 2022 with the exception of Operator was made by Will Clark and seconded by Francesca Crane.

A brief discussion with Dave Friedman of EEMA O&M Services Group was conducted to confirm the honoring of rates proposed in its RFP Proposal of October 20, 2020 for a period of six months. A Motion to appoint EEMA O&M Services Group pursuant to the October 20, 2020 proposal was made by Will Clark and seconded by Kent Nation. The motion did not carry. Further discussion on the increased rate and timing ensued. A revised Motion to appoint EEMA O&M Services Group pursuant to the October 20, 2020 proposal with a 5% increase on all costs to take effect as of July 1, 2022 was made by Will Clark and seconded by Joe Boldaz. All members present were in favor.

Resolutions

01-2022 Disposition of Records as of December 31, 2021

A Motion to approve/adopt Resolution 01-2022 regarding disposition of records as of December 31, 2021 was made by Joe Boldaz and seconded by Kent Nation. All members present were in favor.

Miscellaneous Information for 2022

Authority meetings are the fourth Thursday of each month at 7:00PM except for November which will be Wednesday, November 16, 2022, and December which will be Wednesday, December 21, 2022, held at the Township Building located at 198 Lafayette Road, West Brandywine, PA 19320. Special Meetings to be advertised as required by law.

Adjournment

A Motion to adjourn the reorganization meeting was made by Will Clark and seconded by Joe Boldaz. All members present were in favor. The meeting adjourned at 7:26pm.

Respectfully submitted,

Anita Ferenz, Administrator