

WEST BRANDYWINE TOWNSHIP MUNICIPAL AUTHORITY

Incorporated 1995

199 Lafayette Road, West Brandywine, PA 19320-1230

Joseph S. Boldaz, Chairman
Josef G. Obernier, Sr., Treasurer
Sandra G. Martin, Asst. Sec/Asst. Treas

Sandra G. Martin, Vice Chairman
Rick Tisa, Secretary

Meeting Agenda for April 14, 2016

Call to Order (time: _____)

Pledge of Allegiance

Roll Call of Board Members

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 _____, Operator _____, Solicitor _____, Administrator _____

Public Notification

Action on Minutes of Previous Meeting(s)

- March 10, 2016 regular meeting

Public Presentation

1.

Correspondence/Communications (information to note)

1. PA Department of Labor & Industry, March 16, 2016 - audit of payroll records; **performed 4/12/2016.**
2. PMAA Region One Spring Meeting; **let Administrator know if you want to attend.**

Reports

1. Administrator
 - a. *For Rick to discuss:* Shared Services Agreement – agreement revised; approved by BOS on 4/7/2016. **Need Motion to Approve.**
 - b. Portnoff Law Associates – request for authorization to file Writs of Execution and Listing for Sheriff's Sale and Free and Clear Sale. **Needs Motion to proceed.**
 - c. WBTMA website – continued work on content.
 - d. OmniSite radio upgrades – kits received; requested Envirep to schedule installation.
 - e. Address number for pump station buildings – pending.
 - f. Plaques for past board members (McAdoo and Weaver); presentation to McAdoo in April.
 - g. Meters for those residents with wells – pending.
 - h. File Review, Document Management, meet on a Saturday morning?

2. Operator
3. Engineer
 - a. Reeceville Road pump station – flow meter and data; suggestions for improvement.
 - b. Freedom Village at Brandywine (existing facility) – investigation report received; flows high in March.
 - c. 1403 Horseshoe Pike development – preliminary design; need reimbursement agreement.
 - d. Brandywine Meadows – awaiting requested Section J supplemental data from PAWC.
 - e. Brookdale Senior Living (memory care facility) – engineer reviewing availability request; need reimbursement agreement.
4. Solicitor
 - a. PAWC Release Agreement
 - b. Reimbursement Agreement
 - c. Keegan Release Agreement – JSB was to visit Keegans; status and next steps.

New Business

1. **From the Board:**
2. **From the Floor:**

Public Comments (individuals not requesting to be on agenda)

Payment of Bills / Account Balances

As of March 31, 2016: Friendship Village account balance was \$ _____ and Kimberwick account balance was \$ _____.

1. Friendship Village Sewer District- \$ _____, and Ratified Payments of \$ _____ on 3/__/2016. Payroll of \$ _____ made 4/14/2016 for the month of March 2016.
2. Kimberwick Sewer District- \$ _____

Dates of Upcoming Meetings

1. Board of Supervisors, on Thursdays, April 21, 2016 and May 5, 2016 at 7:30 p.m.
2. Municipal Authority, Thursday, May 12, 2016 at 7:30 p.m.

WHO IS ATTENDING 4/21/2016 BOS MEETING TO GIVE REPORT?

Adjournment (time: _____)