

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 Minutes for January 11, 2018

Call to Order

The meeting was called to order by Chairman Martin at 7:45pm.

Roll Call of Board Members

Those present at the meeting were Joseph S. Boldaz (JSB), Sandra G. Martin (SGM), Kent D. Nation (KDN), Joseph Sawicki (JS) and Rick Tisa (RT).

Others Present

Engineer Bill Malin of Carroll Engineering, Operator Joe DiMatteo of Miller Environmental, Solicitor Patrick McKenna of Gawthrop Greenwood and Administrator Anita Ferenz were present.

Public Notification: None

Action on Minutes of Previous Meeting(s)

A Motion to accept the minutes of the December 14, 2017 regular meeting, as amended (Operator report – add to item b “. . . rotating assembly for pump 2 . . .”) was made by KDN and seconded by RT. All members present were in favor.

Public Comment (individuals requesting to be on the agenda): None

Correspondence/Communications (information to note)

1. PMAA December 2017 edition of “The Authority”. *Noted*
2. Correspondence dated December 15, 2017 from Carroll Engineering Corp re 2017 Consulting Engineer’s Sewer System Operations Annual Report. *Noted*
3. Correspondence dated December 27, 2017 from Arbitrage Rebate Counselors, LLC with enclosed Final Arbitrage Report for Guaranteed Sewer Revenue Bonds, Series of 2009. *Noted*
4. Correspondence dated December 27, 2017 from Arbitrage Rebate Counselors, LLC with enclosed 1st 5-Year Arbitrage Report for Guaranteed Sewer Revenue Bonds, Series of 2012. *Noted*

Reports

Operator – review of pump run times at each pump station. Lengthy discussion about pumps and grinder at Ashberry, build-up of rags, possible causes, possible solutions, sealed motor if available. Suggestion of flushing and televising lines running into the Ashberry Pump Station; engineer will coordinate and provide costs in writing. Possible used hydraulic muffin monster that the Authority may be able to obtain; JSB to obtain photos, consider lease-purchase agreement. Notification that pump 2 rotating assembly was replaced at Friendship Village with the old one being returned for rebuild, impeller and wear ring heavily worn.

Engineer

- a. PA Small Water & Sewer Grant Program. Revised engineering cost to prepare and file new grant application is \$1,340; mention of DEP returned Water Quality Management General Permit, resubmission to be made based on discussion with DEP.
- b. Hunter's Crossing – Planning Module. *Status of planning module review provided; engineer to request that previously requested information be provided by developer.*
- c. Ashberry pump station – flushing/televising of lines, grinder, water service. *See discussion under Operator report.*
- d. *Planning Committee meeting – scheduled for Monday, January 22nd, at 7:30am.*

Solicitor

The Board entered executive session at 8:33pm to discuss legal matters, and thereafter recommenced the regular meeting at 8:43pm.

Administrator

- a. BR&I Year End Transfer – status. *Provided; transfer to be wired on Friday, January 12, 2018.*
- b. Bond payments – consider approval to make payments with one motion at the beginning of the year. *Payments are due in mid-February and mid-August. A Motion to authorize Administrator to take whatever steps necessary to make the revenue bond payments in both February and August of 2018 was made by SGM and seconded by JSB. All members present were in favor.*
- c. Mandatory connections – 1 complete, 2 pending applications. *Noted. Brief discussion of potential obstacles in connection of 1756 Horseshoe Pike; Administrator to write letter to Township for further consideration.*
- d. Public relations / website – in process. *Noted*
- e. Operations Manual – ongoing. *Noted; SGM and JSB have provided comments; to be provided to remaining board members one at a time.*
- f. *At PAWC municipal partners meeting there was a good deal of discussion of the Turkey Hill at the intersection of Routes 82 and 340 possibly revisiting connection to the public sewer system. Previous plans and easements will be discussed between PAWC and representatives for Turkey Hill. A meeting with PAWC, City of Coatesville Manager, West Caln Township and West Brandywine Township was suggested to gather further information and potential needs by each municipality.*

New Business

1. **From the Board:**
 - a. None
2. **From the Floor:**
 - a. None

Public Comments (individuals not requesting to be on agenda) - None

Payment of Bills / Account Balances

As of December 29, 2017: Friendship Village account balance was \$293,101.46 and Kimberwick account balance was \$194,459.89.

1. Friendship Village Sewer District- \$61,182.18 and ratified payments of \$661.03 made on 12/22/2017. Payroll of \$5,252.27 made 1/11/2018 for the month of December 2017.

A Motion to pay the bills as indicated and ratify those made on December 22, 2017 was made by RT and seconded by JSB. All members present were in favor.

Shared Service Agreement – breakdown for December 2017. *Noted*

Carroll Engineering Corporation – breakdown for October 30, 2017 to December 2, 2017. *Noted*

Dates of Upcoming Meetings

Announcement was made of upcoming Board of Supervisors meetings on January 18, 2018 and February 1, 2018, and Municipal Authority meeting on Thursday, February 8, 2018 at 7:00 p.m.

RT WILL ATTEND THE 1/18/2018 BOS MEETING TO GIVE REPORT.

Adjournment

A Motion to adjourn the meeting was made by JSB and seconded by KDN. All members present were in favor. The meeting adjourned at 9:06pm.

Respectfully submitted,

Anita Ferenz, Administrator