

WEST BRANDYWINE TOWNSHIP MUNICIPAL AUTHORITY

Incorporated 1995

198 Lafayette Road, West Brandywine, PA 19320-1230

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

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

Meeting Minutes – March 23, 2023

Call to Order

The meeting was called to order by Chairman Clark at 7:00pm.

Roll Call of Board Members

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

Others Present

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

Public Notification: *None*

Action on Minutes of Previous Meeting(s)

A Motion to approve the February 23, 2023 regular meeting minutes was made by KDN and seconded by FJC. All members were in favor.

Public Comment / Presentation. *None*

Reports:

1. Operator
 - a. Monthly Report. *Review of report as well as discussions on FVPS impeller and RRPS VFD issue.*
 - i. Consider options for replacement/repair of impeller at FVPS. ***A Motion to approve the purchase of a cast iron impeller with wear resistant ceramic epoxy coating, as quoted by Deckman Motor to EEMA, not to exceed a cost of \$8,043.00 was made by JSS and seconded by JSB. All members were in favor.***
 - ii. Brief discussion on having W.G. Malden perform flow meter calibrations at FVPS, APS, BCPS and CRPS. Quote received from W.G. Malden in the amount of \$1,000 for this service every two years. ***A motion to approve the Malden Quote dated March 16, 2023 was made by JSB and seconded by KDN. All members were in favor.***
2. Engineer
 - a. Monthly Report – general operations.
 - i. Consider authorizing the signing and submittal of the Chapter 94 report. *Brief discussion of flow comparison and report in general.* ***A Motion authorizing Administrator to sign cover page and CEC to submit the Chapter 94 report to PADEP was made by JSB and seconded by WSC. All members were in favor.***

- ii. Consider VFD proposals from KEG and Kendall Electric. *Continued discussion on need for new VFD for RRPS and review of proposals from Kendall Electric and Keystone Engineering. Due to fewer alarms since replacing an insulated wire connector that was melted and no fuses blown, this issue will be tabled.*
- iii. TOA at Harvest Run – consider grinder pump capacity size (Solicitor). *Review of outstanding issues from conditional approval of sewer plans and remaining items to be done. **A Motion to require installation of a grinder pump with 150-gallon capacity was made by JSB and seconded by KDN. All members were in favor.** Solicitor to finalize letter to applicant/developer formally outlining the approval provided by the WBTMA Board. CEC to modify Rules and Regulations and Spec Standards to include appropriate information on grinder pumps. Solicitor to finalize proposed Ordinance for Township use to clarify responsibilities of both Township and Municipal Authority as it related to grinder pumps.*

3. Committees

- a. **Finance – March / June / September / December.** Draft audit received and distributed to Committee members. *Noted.*
- b. Operations – April / July / October / January
- c. Planning – May / August / November / February

4. Administrator

- a. Monthly Report. *Noted.*
 - i. PMAA Region 1 Spring Meeting – Thursday, May 4th, starting at 5:30pm at PineCrest Country Club in Lansdale, PA. *Noted.*

New Business:

- 1. East Reeceville Road (dip). *Discussion of phone call received from PennDOT inquiring about roadway and plans for fixing the dip. Administrator will look into costs for a half day of televising.*

Finances:

As of February 28, 2023:

- 1. Mid Penn Operating - \$236,431.41
- 2. Mid Penn Debt Service - \$75,372.77
- 3. Mid Penn Capital Reserve - \$960,453.91
- 4. Mid Penn DSRF - \$574,599.27
- 5. Mid Penn Grant Funding - \$33,060.48

- 6. Bills paid and to be ratified - \$129,418.17
- 7. Payroll for regular meeting for February 2023- \$5,002.64

A Motion to approve payment/ratification of the bills and expenses was made by FJC and seconded by JSB. All members were in favor.

Dates of Upcoming Meetings

Announcement made of upcoming Board of Supervisors meeting on April 20, 2023, and next Municipal Authority meeting on Thursday, April 27, 2023 at 7:00 p.m.

Adjournment

A Motion to adjourn the meeting was made by WSC and seconded by FJC. All members were in favor. The meeting adjourned at 8:20pm.

Respectfully submitted,

Anita Ferenz, Administrator