

# WEST BRANDYWINE TOWNSHIP MUNICIPAL AUTHORITY

Incorporated 1995

199 Lafayette Road, West Brandywine, PA 19320-1230

Sandra G. Martin, Chairman  
Rick Tisa, Secretary  
Kent D. Nation, Treasurer

Joseph S. Boldaz, Vice Chairman/  
Asst Secretary/Asst Treasurer  
Anita M. Ferenz, Administrator

## Meeting Agenda for February 9, 2017

**Call to Order** (time: \_\_\_\_\_)

**Pledge of Allegiance**

**Roll Call of Board Members**

Joseph S. Boldaz (JSB) \_\_\_\_\_, Sandra G. Martin (SGM) \_\_\_\_\_, Kent D. Nation (KDN) \_\_\_\_\_, and Rick Tisa (RT) \_\_\_\_\_. There is a vacancy on the Board.

**Others Present**

Engineer \_\_\_\_\_, Operator \_\_\_\_\_, Solicitor \_\_\_\_\_, Administrator \_\_\_\_\_

**Public Notification:** All future Municipal Authority public meetings will be held in the Township building at 198 Lafayette Road.

**Action on Minutes of Previous Meeting(s)**

- January 12, 2017 reorganizational meeting
- January 12, 2017 regular meeting

**Public Comment (individuals requesting to be on the agenda):**

1. Rich Sipple to discuss easement on property.

**Correspondence/Communications** (information to note)

1. Correspondence dated January 26, 2017 from TD Wealth Management with regard to the debt service payment on the Series 2012 bond in the amount of \$101,452.92; due February 13, 2017.
2. Correspondence dated January 26, 2017 from TD Wealth Management with regard to the debt service payment on the Series 2016 bond in the amount of \$5,134.86; due February 13, 2017.

**Motion needed to make both bond payments.**

**Reports**

Operator

Engineer

- a. Ashberry – trash basket for grinder.
- b. Reeceville PS – pump and communication operations; need for meeting.
- c. Capital Reserve Study.

Administrator (updates)

- a. Freedom Village – sensor replaced by Malden on 2/1/2017; awaiting further response from Brookdale Senior Living re average billing issue. Should have reply by 2/7/2017.
- b. Beaver Creek – cable and mounting bracket received from Envirep; antenna installed on outside of building.
- c. Meter Installations – as of 2/3/2017, 8 out of 20 were performed.
- d. Performance review – **need Motion to approve/ratify evaluation and salary increase.**

**New Business**

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

**Public Comments** (individuals not requesting to be on agenda)

**Payment of Bills / Account Balances**

As of January 31, 2017: Friendship Village account balance was \$228,610.69 and Kimberwick account balance was \$325,378.14.

1. Friendship Village Sewer District- \$31,627.53 and ratified payments of \$47,420.92 made on 1/26/2017. Payroll of \$3,624.91 made 2/9/2017 for the month of January 2017.

Shared Service Agreement – breakdown for January 2017.

Carroll Engineering Corporation – breakdown for October 31, 2016 to November 27, 2016

**Dates of Upcoming Meetings**

1. Board of Supervisors, on Thursdays, February 16, 2017 and March 2, 2017, at 7:30 p.m.
2. Municipal Authority, Thursday, March 9, 2017 at 7:30 p.m.

**WHO IS ATTENDING 2/16/2017 BOS MEETING TO GIVE REPORT?**

**Adjournment** (time: \_\_\_\_\_)