

# 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 May 10, 2018

### Call to Order

The meeting was called to order by Chairman Martin at 7:30pm.

### Roll Call of Board Members

Members present were Joseph S. Boldaz (JSB), Sandra G. Martin (SGM), Kent D. Nation (KDN), Joseph Sawicki 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:** An Executive Session was held to discuss potential litigation.

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

*A Motion to accept the minutes of the April 12, 2018 regular meeting was made by RT and seconded by KDN. All members present were in favor.*

**Public Comment:** None

### Action/Discussion Items:

1. Ashberry Grinder. *Review of options; discussion of costs to repair existing grinder and cutters; need to continue diligence of checking for rags. A Motion to authorize rebuild of existing grinder and cutters currently at Deckman for an amount of \$1,500.00 was made by JSB and seconded by RT. All members present were in favor.*
2. Ashberry Driveway – water service and grading permit (see letter dated 4/30/2018). *Discussion of research results on existing water service in vicinity. Engineer to proceed further with contacts at Aqua for water service options. Review letter to grading permit submission briefly discussed; suggestion to set up meeting with Township's Manager and Engineer to clarify and work through the details.*
3. Operator. *Summary of routine activities; notification of wet well cleaning and bioxide delivery. Pikeland to assist with unfreezing existing 3-way valve and replacement of new valve if needed.*
4. Generator Maintenance Contract. *Review of contract and consideration of load bank testing. A Motion to accept the contract as proposed by Modern Group at the cost of \$2,200 for annual generator preventive maintenance was made by RT and seconded by JSB. All members present were in favor.*
5. Standard Specifications and Details / Township's Chapter 147 Sewer Construction. *Update provided on status of interaction between Township Manager and MA Engineer in resolving final issues and/or*

concerns. BOS is anticipated to authorize advertisement of ordinance hearing at their May 17<sup>th</sup> meeting.

6. Keegan. Summary provided of site visit concerning contact by property owner with regard to dead pine, ground settlement and brush to be picked up; discussion among board members; Administrator to review original Memorandum Agreement and subsequent Release Agreement.
7. Netherwood – lateral locations. Update given on mandatory connection properties as it relates to accurate marking of lateral. Previous MA engineer said they can attempt location by sonar equipment or MA can televise lines.

#### **Reports:**

1. Engineer – attached
2. Solicitor – attached; update given on status of just compensation of acquired property from Sipple, awaiting notification of Board of View selection and hearing outcome.
3. Administrator - attached

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

1. PMAA April 2018 edition of the Authority. *Noted*
2. PMAA flyer announcing 76<sup>th</sup> Annual Conference & Trade Show – September 9-12, 2018 in Erie, PA. *Noted*
3. Portnoff status reports – overall and just ones placed in November 2017. *Noted*

#### **New Business** - None

#### **Payment of Bills / Account Balances**

As of April 30, 2018: Friendship Village account balance was \$96,234.22 and Kimberwick account balance was \$123,660.03.

1. Friendship Village Sewer District- \$102,309.48 and ratified payments of \$2,644.99 made on 4/27/2018. Payroll of \$4,740.16 made 5/10/2018 for the month of April 2018.

*A Motion to pay the bills as indicated and ratify those made on April 27, 2018 was made by JSB and seconded by RT. All members present were in favor.*

Shared Service Agreement – breakdown for April 2018. *Noted*

Carroll Engineering Corporation – breakdown for February 25 to April 1, 2018. *Noted*

#### **Dates of Upcoming Meetings**

Announcement was made of upcoming Board of Supervisors meetings on May 17, 2018 and June 7, 2018, and Municipal Authority, Thursday, June 14, 2018 at 7:00 p.m.

#### **SGM WILL ATTEND 5/17/2018 BOS MEETING TO GIVE REPORT.**

#### **Adjournment**

*A Motion to adjourn the meeting was made by SGM and seconded by JSB. All members present were in favor. The meeting was adjourned at 8:59pm.*

Respectfully submitted,

Anita Ferez, Administrator