

WEST BRANDYWINE TOWNSHIP MUNICIPAL AUTHORITY

Incorporated 1995

199 Lafayette Road, West Brandywine, PA 19320-1230

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

Joseph S. Boldaz, *Vice-Chairman*
Joseph Sawicki, *Asst. Secretary/Treasurer*
Anita M. Ferez, *Administrator*

Special Meeting Minutes - November 25, 2019

Call to Order

The special meeting was called to order by Chairperson Martin at 6:00pm.

Roll Call of Board Members

Those present 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 and Administrator Anita Ferez were present.

Public Notification: Notice of Special Meeting was advertised in the Daily Local News on November 23, 2019.

Old Business:

1. Reeceville Pump Station – fire of October 19, 2019. *Update provided by Administrator on pending insurance claim and coverage. Discussion on need to schedule inspections by WBTMA for both generator and control panel. Engineer to contact Modern Group and Keystone to check availability and schedule inspections.*
 - a. *A Motion to authorize Modern Group to inspect the generator and ATS and provide a report with list of items for repair if warranted and associated costs or reasons for replacement was made by JSB and seconded by RT. All members present were in favor.*
 - b. *A Motion to authorize Keystone Engineering Group to inspect the control panel, VFDs and MCC and provide a report with list of items for repair if warranted and associated costs or reasons for replacement was made by JSB and seconded by KDN. All members present were in favor.*

Additional discussion about building structure and need to secure electrician for inspection of transformer and grounding system. Engineer to inspect building and provide recommendation/report and cost estimate for building repairs.

Review of preliminary schedule of repairs as provided by Engineer.

Public Comment: *None*

Next regular meeting of the Municipal Authority is Thursday, December 12, 2019 at 7:00 p.m.

Adjournment

A Motion to adjourn the special meeting was made by JSB and seconded by RT. All members present were in favor. The special meeting was adjourned at 7:11pm.

Respectfully submitted,

Anita Ferez
Administrator

