

# 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. Ferez, *Administrator*

## Meeting Minutes for August 9, 2018

### Call to Order

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

### Roll Call of Board Members

Members 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, Operator Joe DiMatteo of Miller Environmental, Solicitor Patrick McKenna of Gawthrop Greenwood, and Administrator Anita Ferez were present.

**Public Notification:** An Executive Session was held during the meeting for approximately 25 minutes to discuss potential litigation matters.

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

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

### Public Comment:

1. Chris Salcito of 155 Old Spring Road read his letter to the Board members and provided documentation from Sunco Pools LLC verifying the purchase and installation of a new pool liner and a notation that customer supplied water through a hose to fill pool as well as copies of several months of his public water records showing the corresponding spike in water usage. Discussion among Board members, consultants and homeowner. Rich Carras of 175 Old Spring Road was in attendance and has a similar pool issue. A Motion to allow a credit be given to the sewer bill for 155 Old Spring Road for 13,494 gallons based on sufficient documentation provided by homeowner for replacement of a pool liner and refilling of pool by hose was made by SGM and seconded by KDN. All members present were in favor.

### Action/Discussion Items:

1. Swimming Pools. *Additional brief discussion to proceed on a case by case basis as the Authority updates their Rules and Regulations to include pool credit language.*
2. Sewer Easement – 59 Connie’s Drive (not a mandatory connection). *Lengthy conversation among Board members, consultants and property owner (Chuck King) with regard to most efficient and cost effective method to connect to the public sewer system vs a new on-lot septic system. Property owner*

*to speak with neighbors and secure second opinion on cost of on-lot system (sand mound, drip irrigation, etc).*

3. Operator. *Routine maintenance performed; awaiting pressure transmitter for Friendship as well as coordination of various parties when discharge check valve is disassembled; Franc Environmental scheduled to clean out wet wells for all pump stations as well as manholes at Ashberry.*
4. Rules and Regulations. *Discussion on adding items as they come up, such as pool credits, debt service charge for mobile home parks, terms of service, etc. Engineer and Solicitor to work on language to include pool credits when sufficient and appropriate documentation is provided by homeowner. Engineer to provide samples of "terms of service" for consideration.*
5. Ashberry driveway – construction agreement. *Discussion of agreement as provided by Township and how it differs from what was expected, i.e. a letter agreeing to have the Township Public Works employees perform the work in accordance with the Shared Service Agreement and based on a spreadsheet of cost estimates. SGM to contact Township Manager to discuss.*
6. Planning Committee – discuss future expansion. *Brief discussion; planning meeting scheduled for August 30, 2018 at 8:00am.*
7. Budgets and Rates. *Brief discussion; meeting to be scheduled in September and include Bookkeeper.*
8. Acquisition. *Discussion about recent cold call visit from representative from Aqua handling mergers and acquisitions.*

#### **Reports:**

1. Engineer – attached. *Discussion of several items contained in review letter for Traditions of America as they relate to easements and several minor issues.*
2. Solicitor – *Nothing to note.*
3. Administrator – attached. *Noted.*

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

1. Portnoff status report – as of June 30, 2018. *Noted.*
2. Correspondence dated July 23, 2018 from Christopher Salcito of 155 Old Spring Road re deduction for non-sewer related water usage. *Noted; discussed under public comment.*
3. Email dated July 30, 2018 from Joanne Porter of 18 N. Hawthorne Road re exception in sewer billing for non-sewer related water usage. *Noted.*
4. Correspondence dated August 1, 2018 from CEC regarding review of preliminary/final land development plan of Traditions of America. *Noted.*

#### **New Business**

1. *None*

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

As of July 31, 2018: Friendship Village account balance was \$76,365.97 and Kimberwick account balance was \$150,637.38.

1. Friendship Village Sewer District- \$68,865.47 and ratified payments of \$2,547.39 made on 7/25/2018. Payroll of \$4,776.11 made 8/09/2018 for the month of July 2018.

*A Motion to pay the bills as indicated and ratify those made on July 25, 2018 was made by JSB and seconded by KDN. All members present were in favor.*

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

Carroll Engineering Corporation – breakdown for June 4, 2018 to July 1, 2018. *Noted.*

**Dates of Upcoming Meetings**

Announcement was made of upcoming Board of Supervisors meetings on August 16, 2018 and September 6, 2018 and Municipal Authority meeting on Thursday, September 13, 2018 at 7:00 p.m.

**JSB WILL ATTEND 8/16/2018 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 was adjourned at 9:23pm.*

Respectfully submitted,

Anita Ferenz, Administrator