

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 July 12, 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 Stacey Fuller of Gawthrop Greenwood and Administrator Anita Ferenz were present.

Public Notification: *None*

Action on Minutes of Previous Meeting(s)

A Motion to accept the minutes of the June 14, 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 – driveway. *Discussion of estimated costs as provided by the Township; inquiry of status of grading permit and receipt of same. Pre-construction meeting was suggested; CEC to provide subsoil inspections; paving of entrance to be done after driveway construction is complete. A Motion to accept the estimated costs as provided on July 10, 2010 from Township Manager and authorize the Chairman or Vice Chairman to execute the agreement from the Township after review and approval by Authority Solicitor was made by JS and seconded by JSB. All members present were in favor.*
2. Operator. *Ashberry grindhog reinstalled and being monitored; general monitoring of all stations. Action issues are to install pressure transmitter and disassemble discharge check valve at Friendship; Franc Environmental to clean wet wells.*
3. Sewer connection – 59 Connie's Drive (not mandatory). *Update provided on status of septic and desire to connect to public system. Possible options for homeowners were discussed; suggestion made that homeowners consider attending next MA meeting.*
4. Future expansion – remainder of Netherwood; Maplewood Mobile Home Park. *Administrator provided summary of recent inquiries of future sanitary sewer expansions; discussion by Board.*

5. August bond payments – request to pay from BR&I account. *Brief discussion on need to request bond payments due on August 15, 2018 be made from BR&I account.*
6. Garden meters. *Follow up discussion on whether to allow such deduct devices, and level of security. Topic of by-passing interior water meter installation was also discussed. Various ordinances and regulations to be researched on how sewer invoices are calculated based on faulty meters. Administrator to produce a list of potential violators.*

Reports:

1. Engineer – attached
2. Solicitor
3. Administrator - attached

Correspondence/Communications (information to note)

1. PMAA June 2018 edition of The Authority. *Noted*
2. Correspondence dated June 20, 2018 from Miller Environmental regarding resignation of John Troutman. *Noted*
3. Correspondence dated July 5, 2018 from Carroll Engineering regarding Traditions of America. Conditional Use D&O was executed July 5, 2018; copy attached. *Noted*

New Business - None**Payment of Bills / Account Balances**

As of June 29, 2018: Friendship Village account balance was \$61,709.02 and Kimberwick account balance was \$161,637.00.

1. Friendship Village Sewer District- \$82,464.29 and ratified payments of \$2,819.33 made on 6/25/2018. Payroll of \$4,685.33 made 7/11/2018 for the month of June 2018.

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

P & L through June 30, 2018. Noted; discussion of unexpected expenses and status moving forward.

Shared Service Agreement – breakdown for June 2018. Noted

Carroll Engineering Corporation – breakdown for April 30, 2018 to June 3, 2018. Noted

Dates of Upcoming Meetings

Announcement was made of upcoming Board of Supervisors meetings on July 19, 2018 and August 2, 2018, and Municipal Authority meeting on Thursday, August 9, 2018 at 7:00 p.m.

JS WILL ATTEND 7/19/2018 BOS MEETING TO GIVE REPORT.**Adjournment**

A Motion to adjourn the meeting was made by RT and seconded by SGM. All members present were in favor. The meeting was adjourned at 8:35pm.

Respectfully submitted,

Anita Ferez, Administrator