

WEST BRANDYWINE TOWNSHIP MUNICIPAL AUTHORITY

Incorporated 1995

199 Lafayette Road, West Brandywine, PA 19320-1230

Joseph S. Boldaz, Chairman
Josef G. Obernier, Sr., Treasurer
Vacant Position

Sandra G. Martin, Vice Chairman/
Asst Secretary/Asst Treasurer
Rick Tisa, Secretary

Meeting Minutes for September 8, 2016

Call to Order

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

Pledge of Allegiance

Roll Call of Board Members

Present at the meeting were Joseph S. Boldaz (JSB), Sandra G. Martin (SGM) [7:40pm], Josef G. Obernier, Sr. (JGO) and Rick Tisa (RT). **A vacancy remains on the Board.**

Others Present

Engineer Bill Malin of Carroll Engineering Corporation, Operator John Troutman of Miller Environmental Inc., Solicitor Patrick McKenna and Administrator Anita Ferenz were present.

Public Notification -- None

Action on Minutes of Previous Meeting(s)

A Motion to accept the minutes of the August 11, 2016 regular meeting, as amended (revisions under Administrator's report, item 4.a. and Payment of Bills) was made by SGM and seconded by RT. All members present were in favor.

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

1. Kent Nation – prospective new board member. Mr. Nation provided a background on himself and what he brings to the table. A Motion was made to approve submitting a letter by Administrator to the Supervisors recommending Mr. Nation be appointed to the open vacancy on this board was made by JGO and seconded by JSB. All members present were in favor.
2. WBT – discussion on Kimberwick decommissioning and resultant invoice. No one from the Township attended, MA board members discussed history to date, RT had attended the BOS meeting in August and reported that the Township was not happy with the one-half payment and were to provide any documents prior to this MA September meeting however none were provided.

Correspondence/Communications (information to note)

1. PMAA August issue of "The Authority". *Noted*
2. Notice of Sheriff's Sale received from Portnoff Law Associates, Ltd. For 515 Reeceville Road; sale scheduled for November 17, 2016. *Noted*
3. Correspondence dated August 24, 2016 from Carroll Engineering regarding status of Planning Module review for Freedom Village MC/MCC Facility. *Noted*
4. Correspondence dated August 25, 2016 from Carroll Engineering regarding status of Planning Module review for Cobblestone at Horseshoe Village. *Noted; question on implication of applicant needing to provide a reply. Karen Sload inquired about "East Horseshoe Village, a building complex" that is located at Swinehart and Route 322 based on an email and information that was provided to her by www.brightrealty.com.*

5. Email from resident re separate metering for water/sewer, and response received from Aqua. *Noted; brief discussion, Administrator to send Aqua response to resident.*

Reports

1. Operator

- a. East Reeceville Road manholes. *Review of issue and placement of manhole inserts, determination of manufacturer model number for manhole and cover to order if necessary; Operator to rent equipment in early November to pump down the manholes as was done approximately a year ago, monitor and determine further action at a later date.*
- b. *Meter pit at Ashberry was pumped out by electric pump (purchased by Operator).*
- c. High temperature alarms – possible installation of air conditioning unit or fan on thermostat. *Gayle Corp had previously replaced fuses which seem to be doing the job; Gayle also checking VFD failures. Beaver Creek has been having communication failure alarms; Envirep suggested switching from Verizon to AT&T, even after upgrade of the radio unit. Will continue to monitor for another month; Administrator will contact Verizon to discuss the issue.*

2. Engineer

- a. Flow meters – Freedom Village, existing facility and new memory care facility. *Report of issues with sensor; research of new models. Discussion among board members and engineer with regard to reading of meters between Reeceville and City of Coatesville. Engineer and Administrator will review Agreements again to determine ownership of bulk user meters and Coatesville meter.*
- b. PA Small Water and Sewer Program – Ashberry. *Summary review provided by engineer as well as answering of questions on potential connections; lengthy discussion among board members; Engineer to provide additional information.*
- c. Ashberry yard hydrant – is it connected. *No confirmation of any connection.*
- d. Stainless steel impellers to replace pitted ones – cost, options; WBT PWD not certified in confined space; pending. *Noted*
- e. 2017 Budget and Rate Schedule – pending. *Will have more information at October meeting; need to schedule Planning meetings. Meeting scheduled for 8:00am on Monday, October 3, 2016, Outlook invitations to be sent out; two board members of JSB, SGM and RT.*

3. Solicitor

- a. *Information packets provided for review concerning easements to access Ashberry pump station.*

4. Administrator

- a. Schedule regular planning meetings. *Noted; October 3rd is scheduled.*
- b. Bad Meters – Tomasic inquiry, preparing informational procedure document; pending. *Noted*
- c. Modern Group – all batteries tested prior to and during PM visit, see email from Modern and standard checklist; Motion needed if batteries are to be replaced. *A Motion to engage Modern Group to replace the batteries at four pump stations (Friendship Village, Ashberry, Beaver Creek and Culbertson) was made by JSB and seconded by SGM. All members present were in favor.*
- d. 1403 Horseshoe Pike Realty development – presentation scheduled for October meeting. *Noted; Jeff Baker of Sutton Woods HOA in attendance regarding placement and design of pump station and potential implication on existing residential development.*
- e. Meters for those residents with wells – pending; MA letter sent; initial Tri-County letter sent, installations being scheduled and completed (8 as of 9/7/2016). *Noted*
- f. Informational flyer – draft history and FAQs provided, JSB revising. *Noted, suggestion that it be delivered before Thanksgiving.*

- g. *Reimbursements Agreements executed by Cobblestone at Horseshoe Village and Brookdale Senior Living; Agreement for 1403 Horseshoe Pike Realty to be sent.*
- h. *Status update on bookkeeper situation.*
- i. *JGO suggested Administrator send a copy of the bond refinancing RFP to auditor for informational purposes only.*

New Business

1. From the Board:

- a. JGO - Expansion of system – Indian Run Mobile Home Park, Bridal Barn, etc. *Board discussion concerning various areas in the Township for connection to the public sewer system.*
- b. JGO - Internet based video monitoring / recording of all pump stations. *Discussed.*
- c. JGO – Land transfer WBTMA to WBT (168 Cedar Knoll Road), payment of final funds. *Administrator provided Agreement to Solicitor; review of Agreement and opinion rendered that final payment is not due until July of 2018.*
- d. Township growth stimulation – continued discussion. *Letter to be addressed to BOS concerning Indian Run Mobile Home Park and potential connection to the public sewer system which could then become a catalyst for continued growth beyond. Brief discussion on other potential areas. Additional letter addressed to BOS regarding potential Manor Road hook ups.*

2. From the Floor:

Public Comments (individuals not requesting to be on agenda)

Payment of Bills / Account Balances

As of August 31, 2016: Friendship Village account balance was \$224,817.88 and Kimberwick account balance was \$250,598.39.

- 1. Friendship Village Sewer District- \$89,290.59 and ratified payments of \$1,500.59 made on 8/23/2016. Payroll of \$4,005.95 made 9/08/2016 for the month of August 2016.

Shared Service Agreement – breakdown for August 2016.

Carroll Engineering Corporation – breakdown for May 30, 2016 to July 3, 2016.

A Motion to pay the bill as indicated was made by SGM and seconded by RT. All members present were in favor.

Dates of Upcoming Meetings

Announcement of upcoming meetings of Board of Supervisors, on September 15, 2016 and October 6, 2016, and Municipal Authority, Thursday, October 13, 2016 at 7:30 p.m.

JSB WILL ATTEND THE 9/15/2016 BOS MEETING TO GIVE REPORT; bond counsel to attend as well.

Adjournment

A Motion to adjourn the meeting was made JSB and seconded by RT. All members present were in favor. Meeting adjourned at 9:58pm.

Respectfully submitted,
Anita Ferenz, Administrator