

# WEST BRANDYWINE TOWNSHIP MUNICIPAL AUTHORITY

Incorporated 1995

198 Lafayette Road, West Brandywine, PA 19320-1230

Joseph S. Sawicki, *Chairman*  
William S. Clark, *Secretary*  
Kent D. Nation, *Treasurer*

Joseph S. Boldaz, *Vice-Chairman*  
Francesca J. Crane, *Asst. Secretary/Treasurer*  
Anita M. Ferenz, *Administrator*

## Meeting Agenda – December 9, 2021

**Call to Order** (time: \_\_\_\_\_)

### Pledge of Allegiance

### Roll Call of Board Members

Joe Boldaz (JSB) \_\_\_\_\_, Will Clark (WSC) \_\_\_\_\_, Francesca Crane (FJC) \_\_\_\_\_, Kent Nation (KDN) \_\_\_\_\_ and Joe Sawicki (JSS) \_\_\_\_\_.

### Others Present

Engineer \_\_\_\_\_, Operator \_\_\_\_\_, Solicitor \_\_\_\_\_ and Administrator \_\_\_\_\_

### Public Notification:

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

- November 10, 2021 regular meeting

### Public Comment / Presentation:

1. Frank Light – 303 Reeceville Road.

### Reports:

1. Operator
  - a. Monthly Report.
2. Engineer
  - a. Monthly Report – general operations.
  - b. Blooming Glen Application for Payment No. 5 – Final.
  - c. Hirschberg Mechanical Invoice for replacement of intake and exhaust louvers at FVPS, BCPS & CRPS.
  - d. Long term revenue/expense projections.
3. Solicitor
4. Administrator
  - a. Proposed Budget for 2022.
  - b. WBTMA By-Laws – need updating.
  - c. Correspondence from Carroll Engineering dated 11/2/2021 requesting reappointment and providing proposed rates for 2022.

- d. Correspondence from Gawthrop Greenwood dated 11/17/2021 requesting reappointment and providing fees for legal services in 2022.
- e. Monthly informational report.

**New Business:**

1. Resolution 06-2021 – Establishment of Sewer Rates for 2022.
2. Resolution 07-2021 – Establishment of Budget for 2022.

**Finances:**

As of November 30, 2021:

1. Mid Penn Operating - \$190,315.76
2. Mid Penn Debt Service - \$166,395.41
3. Mid Penn Capital Reserve - \$885,524.44
4. Mid Penn DSRF - \$570,449.66
5. Mid Penn Grant Funding - \$44,881.32
  
6. Bills paid and to be ratified - \$
7. Payroll for regular meeting for November 2021- \$4,743.79

**Dates of Upcoming Meetings**

1. Board of Supervisors on December 16, 2021 and January 3, 2022 at 7:30 p.m.
2. Municipal Authority, on Thursday, January 13, 2022 at 7:00 p.m.

**Adjournment** (time: \_\_\_\_\_)