

WEST BRANDYWINE TOWNSHIP MUNICIPAL AUTHORITY

Incorporated 1995

199 Lafayette Road, West Brandywine, PA 19320-1230

Joseph S. Boldaz, Chairman
Josef G. Obernier, Sr., Treasurer
Sandra G. Martin, Asst. Sec/Asst. Treas

Sandra G. Martin, Vice Chairman
Rick Tisa, Secretary

Meeting Agenda for February 11, 2016

Call to Order (time: _____)

Pledge of Allegiance

Roll Call of Board Members

Joseph S. Boldaz (JSB) _____, Sandra G. Martin (SGM) _____, Josef G. Obernier, Sr. (JGO) _____ and Rick Tisa (RT) _____. A vacancy remains on the Board.

Others Present

Engineer _____, Operator _____, Solicitor _____, Administrator _____, Bookkeeper _____

Public Notification

An Executive Session was held on Thursday, February 11, 2016 to discuss pending legal matter, PAWC v. WBTMA

Action on Minutes of Previous Meeting(s)

- January 14, 2016 reorganizational meeting
- January 14, 2016 regular meeting

Public Presentation

Public Comments (individuals requesting to be on agenda)

Correspondence/Communications (information to note and/or act upon)

Information to Note:

1. Receipt of correspondence dated January 15, 2016 from TD Wealth Management regarding February 2016 debt service payment for Series 2009 revenue bonds (\$42,651.11)
2. Receipt of correspondence dated January 15, 2016 from TD Wealth Management regarding February 2016 debt service payment for Series 2012 revenue bonds (\$101,502.99)
3. Correspondence dated January 28, 2016 to engineer for Brandywine Hospital regarding minor renovation and associated increase in flow.
4. Correspondence dated February 3, 2016 to Brookdale Senior Living as a follow up to need to purchase additional capacity; receipt acknowledged, reviewing information, will get back with potential dates for meeting.
5. Receipt of Preliminary Objections and Memorandum in Support Thereof filed in the PAWC v. WBTMA matter.

6. Receipt of email dated February 9, 2016 from Township Manager with attached revised copy of Shared Services and Utilization of Office Space Agreement for review and comment.

Information to Act Upon:

1. Receipt of Planned Maintenance Agreement from Modern Group Power Systems (major service visit on generators at all pump stations).

Reports

1. Secretary
2. Treasurer – As of January 29, 2016: Friendship Village account balance was \$717,600.23 and Kimberwick account balance was \$157,300.22
3. Administrator
4. Engineer
5. Operator
6. Solicitor

Old Business

1. Keegan grading issues – authorization to write off outstanding balance of \$3,185.55 and payment by MA of \$2,000 to Keegan in exchange for release for any prior failure to maintain the easement area pursuant to Memorandum Agreement and any resulting damage from that failure. Keegans commit to do work to satisfaction of MA engineer. Agreement memorializing terms to be prepared by Solicitor.
2. 1403 Horseshoe Pike development – Engineer to work with developer on design; Solicitor to prepare Professional Services Reimbursement Agreement.
3. Brandywine Meadows – receipt of correspondence from Engineer to PAWC regarding supplemental data for planning module and request for PAWC to complete Chapter 94 Consistence Determination. Awaiting requested information from PAWC.
4. Shared Services Agreement between West Brandywine Township and the West Brandywine Township Municipal Authority – revised agreement received, under review.
5. OmniSite upgrade to three radio units (Culbertson, Beaver Creek & Reeceville) – Administrator, Engineer and Operator to research options; shouldn't wait too long before upgrading.
6. Freedom Village at Brandywine (existing facility) – follow up letter sent; suggested scheduling a meeting to discuss options.
7. Brookdale Senior Living (memory care facility for Freedom Village) – email sent to engineer asking they provide formal request for availability in writing; will need Professional Services Reimbursement Agreement.

Outstanding Items

1. PA Department of Community & Economic Development Annual Report of Municipal Authorities 2015 – needs completion.
2. Funding Agreement – WBT and WBTMA.
3. Address number to be installed on pump station buildings.
4. Plaques for past board members (Goins, Cassels, McAdoo and Weaver).

New Business

- 1.

New Business from the Floor

New Business from the Board

Public Comments (individuals not requesting to be on agenda)

Payment of Bills

1. Friendship Village Sewer District- \$151,625.13, and Ratified Payments of \$68,449.13 on 1/26/2016. Payroll of \$5,096.49 made 2/11/2016 for the month of January 2016.
2. Kimberwick Sewer District- zero

Dates of Upcoming Meetings

1. Board of Supervisors, on Thursdays, February 18, 2016 and March 3, 2016 at 7:30 p.m.
2. Municipal Authority, Thursday, March 10, 2016 at 7:30 p.m.

WHO IS ATTENDING 2/18/2016 BOS MEETING TO GIVE REPORT?

Adjournment (time: _____)