

WEST BRANDYWINE TOWNSHIP MUNICIPAL AUTHORITY

Incorporated 1995

198 Lafayette Road, West Brandywine, Pennsylvania 19320-1230

Phone- 610-383-7140 Email-admin@wbtma.org

Francesca J. Crane, *Chairperson*
William S. Clark, *Secretary*
Joseph S. Sawicki, *Treasurer*

Kent D. Nation, *Vice-Chairperson*
Joseph S. Boldaz, *Asst. Secretary/Treasurer*
Anita M. Ferenz, *Administrator*

REORGANIZATION MEETING MINUTES
January 23, 2025

Call to Order

The meeting was called to order by Assistant Secretary Boldaz at 7:01pm.

Roll Call of Board Members

Joseph Boldaz (JB), Scott Lauchlan (SL), Kent Nation (KN) and Joseph Sawicki (JS) were present. William Clark (WC) was absent.

Others Present

Solicitor Stacey Fuller, Engineers Mark Yoder and Bill Malin, Operator John Dean and Administrator Anita Ferenz were also present.

Appointment of Chairman for 2025 *Secretary

A Motion to appoint Kent Nation as Chairperson for 2025 was made by JB and seconded by JS. All members were in favor.

Appointment of Vice Chairman

A Motion to appoint Joseph Sawicki as Vice Chairperson for 2025 was made by JB and seconded by KD. All members were in favor.

Appointment of Secretary

A Motion to appoint Scott Lauchlan as Secretary for 2025 was made by JB and seconded by JS. All members were in favor.

Appointment of Treasurer

A Motion to appoint William Clark as Treasurer for 2025 was made by JB and seconded by JS. All members were in favor.

Appointment of Assistant Secretary/Assistant Treasurer

A Motion to appoint Joseph Boldaz as Assistant Secretary/Assistant Treasurer for 2025 was made by JS and seconded by KN. All members were in favor.

Appointment of Administrative Personnel for 2025

Administrator and Right-To-Know Officer – Anita Ferenz
Bookkeeper – Bonnie Lucy

Appointment of Professional Consultants for 2025

Gawthrop Greenwood – Solicitor (*Letter to be signed*)
Carroll Engineering Corporation – Engineer
EEMA O&M Services Group – Operator (*Amendment to be signed*)
Concord Public Financial Advisors – Financial Advisor
H.A. Thomson Agency - General and Special Insurances
Mid Penn Bank – Depository
Evolution Payroll Services - Payroll Service Provider
Auditor – Withum (formerly BBD, LLC)

A Motion to approve the appointment of Administrative Personnel and Professional Consultants for 2025 was made by JB and seconded by SL. All members were in favor.

Resolutions

01-2025 Disposition of Records as of December 31, 2024

A Motion to approve Resolution 01-2025 for the Disposition of Records as of December 31, 2024 was made by JB and seconded by JS. All members were in favor.

Miscellaneous Information for 2025

Authority meetings are the fourth Thursday of each month at 7:00PM except for November which will be Wednesday, November 19, 2025, and December which will be Wednesday, December 17, 2025, held at the Township Building located at 198 Lafayette Road, West Brandywine, PA 19320.

Special Meetings to be advertised as required by law.

Adjournment

A Motion to adjourn the Reorganization meeting for 2025 was made by JB and seconded by SL. All members were in favor. The Reorganization meeting for 2025 adjourned at 7:09pm.

Respectfully submitted,

Anita Ferenz, Administrator