

# 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 – November 10, 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)

- October 14, 2021 regular meeting

### Public Comment / Presentation:

1. Traditions of America – (1) Baldwin Farm/Overlook and (2) Beechwood Campground/Overlook
2. Reserve at Cross Creek

### Reports:

1. Operator
  - a. Monthly Report.
    - i. Flow comparison between September 2020 and September 2021 per station.
2. Engineer
  - a. Monthly Report – general operations.
  - b. Pump Station Operations.
    - i. Valves, Motor and Welding (RRPS, CRPS and FVPS).
  - c. Ashberry – Payment Request No. 5. Need Motion.
  - d. Pump Station Louver Replacement.
  - e. Pump Station Flood Proofing.
  - f. Developments (may be discussed during presentation by developers).
    - i. TOA #2.
    - ii. Culbertson Village/Reserve at Cross Creek.
  - g. Future Planning – maps.

3. Solicitor

4. Administrator

- a. Correspondence dated 10/29/2021 from Portnoff Law Associates regarding properties eligible for Sheriff's Sale (2). If proceeding, need Motion.
- b. PEMA Public Assistance for Tropical Depression Ida – need Designation of Agent Resolution ratified.
- c. PIRMA Response to Request for Reconsideration (RRPS).
- d. Monthly informational report.

**New Business:**

**Finances:**

As of October 29, 2021:

1. Mid Penn Operating - \$172,051.97
2. Mid Penn Debt Service - \$136,084.82
3. Mid Penn Capital Reserve - \$896,645.89
4. Mid Penn DSRF - \$570,296.54
5. Mid Penn Grant Funding - \$1.28
  
6. Bills paid and to be ratified - \$
7. Payroll for regular meeting for October 2021- \$4,976.78

**Dates of Upcoming Meetings**

1. Board of Supervisors on November 18, 2021 and December 2, 2021 at 7:30 p.m.
2. Municipal Authority, on Thursday, December 9, 2021 at 7:00 p.m.

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