

WEST BRANDYWINE TOWNSHIP MUNICIPAL AUTHORITY

Incorporated 1995

199 Lafayette Road, West Brandywine, PA 19320-1230

Josef G. Obernier, Sr., Chairman
J. Richard Weaver, Jr., Treasurer
Rick Tisa, Asst. Secretary/Treasurer

Joseph S. Boldaz, Vice Chairman
Sandra G. Martin, Secretary

Meeting Agenda for December 10, 2015

Call to Order (time: _____)

Pledge of Allegiance

Roll Call of Board Members

Joseph Boldaz _____ Sandra G. Martin _____ Josef G. Obernier, Sr. _____ Rick Tisa _____ J. Richard Weaver, Jr. _____

Others Present

Administrator _____ Bookkeeper _____ Solicitor _____ Engineer _____ Operator _____

Public Notification

Action on Minutes of Previous Meeting(s)

- November 12, 2015 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 Taxation of Bill of Costs After Prothonotary Hearing in WBTMA v. Pulte matter.
2. Correspondence dated November 25, 2015 to Freedom Village at Brandywine requesting purchase of additional capacity to cover the highest monthly flow for existing facility.
3. Receipt of Opinion and Order in the WBTMA v Pulte matter from Judge Cody with regard to Plaintiffs' Motion to Mold the Verdict; explanation of next steps attached.

Information to Act Upon:

1. Receipt of correspondence dated November 20, 2015 from Carroll Engineering Corporation with enclosed 2016 Rate Schedule and 2016 Standard Consulting Contracting Terms and Conditions for Municipal and Municipal Authority Services.
2. Receipt of correspondence dated December 1, 2015 from Kimmel, Lorah & Associates, LLP encompassing engagement of audit services for the calendar year 2015.

Reports

1. Secretary
2. Treasurer – bank accounts
3. Administrator
4. Engineer
5. Operator – November report

Old Business

1. Keegan grading issues – exoneration of existing sewer bill (\$3,185.55) plus a payment of \$2,000 by the MA in exchange for finalization of this matter is on the table. Keegans were going to talk and get back to MA with decision.
2. Unused capacity issue and capacity from PAWC – Administrator and Engineer continue to work on this; spreadsheet of allocated and unallocated capacity being prepared.
3. 1403 Horseshoe Pike development – in conditional use hearing phase; will await outcome prior to replying to request for will serve letter. Need Professional Services Agreement.
4. Funding Agreement between Township and MA – JSB to follow up with Supervisor Morris.
5. Shared Services Agreement between West Brandywine Township and the West Brandywine Township Municipal Authority – Administrator requested estimated costs of items performed and is scheduling a meeting with Township in order to finalize agreement.
6. RFQ for Solicitor (2016) – interviews held December 8, 2015 with two law firms.
7. PMAA 2016 Authority Membership Dues Schedule – payment last year was \$596.51; invoice will be sent with amount due based on revenue.
8. OmniSite upgrade to three radio units (Culbertson, Beaver Creek & Reeceville) – payment for 2015 was \$1,536 (\$384 each for 4 stations); Administrator, Engineer and Operator to research options.
9. Concord Financial engagement letter – acceptance was deferred from November to December meeting; questions raised about \$3,500 charge for a Preliminary Official Statement and reimbursement of out-of-pocket expenses. RFPs to go out after 2016 rates and budget are adopted in December. REVISED ENGAGEMENT LETTER RECEIVED WITH THESE TWO ITEMS REMOVED.
10. Rate evaluation and 2016 budget – engineer to provide final versions.

New Business

1. Resolutions:
 - a. 01-2015 Establishment of 2016 Budget
 - b. 02-2015 Establishment of 2016 Rate Schedule

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- \$15,923.26, and Ratified Payments of \$23,302.05 on 11/24/2015. Payroll of \$3,106.06 made 12/10/2015 for the month of October.
2. Kimberwick Sewer District- none

Dates of Upcoming Meetings

1. Board of Supervisors, on Thursdays, December 17, 2015 and January 4, 2016 at 7:30 p.m.
2. Municipal Authority, Thursday, January 14, 2016 at 7:30 p.m.

WHO IS ATTENDING BOS MEETING TO GIVE REPORT?

Adjournment (time: _____)