

WEST BRANDYWINE TOWNSHIP MUNICIPAL AUTHORITY

Incorporated 1995

199 Lafayette Road, West Brandywine, PA 19320-1230

Sandra G. Martin, Chairman
Rick Tisa, Secretary
Kent D. Nation, Treasurer
Joseph Sawicki, Member

Joseph S. Boldaz, Vice Chairman/
Asst Secretary/Asst Treasurer
Anita M. Ferenz, Administrator

Meeting Agenda for October 12, 2017

Call to Order (time: _____)

Pledge of Allegiance

Roll Call of Board Members

Joseph S. Boldaz (JSB) _____, Sandra G. Martin (SGM) _____, Kent D. Nation (KDN) _____, Joseph Sawicki (JS) _____ and Rick Tisa (RT) _____.

Others Present

Engineer _____, Operator _____, Solicitor _____, Administrator _____

Public Notification:

Action on Minutes of Previous Meeting(s)

- September 14, 2017 regular meeting
- September 28, 2017 special meeting

Public Comment (individuals requesting to be on the agenda):

Correspondence/Communications (information to note)

1. Correspondence dated 9/20/2017 from PaDEP to WBT regarding approval of Planning Module for Cobblestone at Horseshoe Village (aka Janiec Residential & Commercial).
2. Correspondence dated 9/22/2017 from PaDEP to WBT regarding approval of Act 537 Official Plan Update.
3. Announcement from PIRMA seeking interested candidates to serve on Board of Directors.

Reports

Operator

- a. Friendship Village – see email from Dan Weaver.
- b. Culbertson Run pump issues - ??

Engineer

- a. Standard Specifications and Details.
- b. Hunters Crossing – status
- c. Capital Reserve Study – on hold

- d. Age restricted development, corner of Culbertson Run and Swinehart.

Solicitor

Administrator

- a. BOS letter to residents re mandatory connection – sent 10/6/2017
 - a. Application for Sewer Service / Request for Capacity
- b. Rules and Regulations
 - a. Metering of Private Wells
 - b. Charges and Fees
- c. Quarterly informational flyers – logo status.
- d. Ashberry driveway – smoothing of ruts.
- e. Budget preparations – see 3rd quarter P&L
- f. Auditor RFP – going out 10/13/2017 with return due 11/06/2017.
- g. Public relations / website – calls into DCCC and CC Technical High School

New Business

- 1. **From the Board:**
 - a.
- 2. **From the Floor:**
 - a.

Public Comments (individuals not requesting to be on agenda)

Payment of Bills / Account Balances

As of September 29, 2017: Friendship Village account balance was \$83,477.06 and Kimberwick account balance was \$133,747.30.

- 1. Friendship Village Sewer District- \$58, 229.22 and ratified payments of \$618.24 made on 9/22/2017. Payroll of \$4,901.82 made 10/12/2017 for the month of September 2017.

Shared Service Agreement – breakdown for September 2017

Carroll Engineering Corporation – breakdown for July 31, 2017 to September 3, 2017

Dates of Upcoming Meetings

- 1. Board of Supervisors, on Thursdays, October 19, 2017 and November 2, 2017, at 7:30 p.m.
- 2. Municipal Authority, Thursday, November 9, 2017 at 7:30 p.m.

WHO IS ATTENDING 10/19/2017 BOS MEETING TO GIVE REPORT?

Adjournment (time: _____)