

WEST BRANDYWINE TOWNSHIP MUNICIPAL AUTHORITY

Incorporated 1995

198 Lafayette Road, West Brandywine, PA 19320-1230

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

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

Meeting Minutes – February 22, 2024

Call to Order

The meeting was called to order at 7:01pm by Chairperson Crane.

Roll Call of Board Members

Joe Boldaz (JSB), Will Clark (WSC), Francesca Crane (FJC), Kent Nation (KDN) and Joe Sawicki (JSS) were in attendance.

Others Present

Solicitor Patrick McKenna, Engineer Mark Yoder, Operator John Dean and Administrator Anita Ferenz were present.

Action on Minutes of Previous Meeting(s)

A Motion to approve the January 25, 2024 reorganization and regular meeting minutes was made by KDN and seconded by WSC. All members were in favor.

Public Comment / Presentation. None.

Reports:

1. Operator
 - a. Monthly Report. Review of report with notification that Envirep is scheduled to connect flow meters at RRPS and FVPS on 3/7/2024, louvers were installed at FVPS, BCPS and CRPS and filters changed on all hydraulic units.
 - i. Keystone was able to find a contact auxiliary board for pump #2 at RRPS. *A Motion authorizing Keystone to purchase and install the contact auxiliary board for a cost of \$460 total was made by KDN and seconded by JSS. All members were in favor.*
 - ii. Discussion of difference in pump run times at FVPS. *A Motion authorizing EEMA to pull the rotating assembly from pump #2 and replace it with a rebuilt one in WBTMA inventory plus take pulled rotating assembly to Deckman for evaluation and hopeful rebuild was made by JSB and seconded by KDN. All members were in favor.*
2. Engineer
 - a. Monthly Report – general operations. Review of report with updates on Chapter 94 report, pump station hatches, bulk customer meters and development status for TOA #2 and TOA #3.
3. Committees
 - a. Operations – April / July / October / January. Possible PS visits by JSB and JSS in early March.

4. Administrator

a. Monthly Report. Noted.

- i. East Reeceville Road – review and consider proposal from Pipe Data View. Lengthy discussion on results from televising and options for fixing the problem. *A Motion authorizing EEMA to purchase and install two (2) mechanical plugs in manhole 2.1 for an amount not to exceed \$1,500.00 was made by JSB and seconded by WSC. All members were in favor.*

New Business: None

Finances:

As of January 31, 2024:

1. Mid Penn Operating - \$178,861.13
2. Mid Penn Debt Service - \$51,545.81
3. Mid Penn Capital Reserve - \$1,498,228.66
4. Mid Penn DSRF - \$564,097.85
5. Mid Penn Grant Funding - \$46,032.39

6. Bills paid and to be ratified - \$114,456.30
7. Payroll for regular meeting for January 2024- \$5,090.52

A Motion to approve payment/ratification of the bills and expenses was made by KDN and seconded by JSB. All members were in favor.

Dates of Upcoming Meetings

1. Board of Supervisors on Thursday, March 21, 2024 at 7:30 p.m. Noted; email to be sent to BOS.
2. Municipal Authority, on Thursday, March 28, 2024 at 7:00 p.m. Noted.

Adjournment

A Motion to adjourn the meeting was made by JSB and seconded by KDN. All members were in favor. The meeting adjourned at 7:40pm.

Respectfully submitted,

Anita Ferenz, Administrator