

WEST BRANDYWINE TOWNSHIP MUNICIPAL AUTHORITY

Incorporated 1995

198 Lafayette Road, West Brandywine, PA 19320-1230

Scott A. Lauchlan, *Chairperson*
William S. Clark, *Secretary*
Secretary/Treasurer
Kent D. Nation, *Treasurer*

Joseph S Sawicki, *Vice-Chairman*
Joseph S. Boldaz, *Asst.*

Bonnie T. Lucy, *Administrator*

Meeting Minutes – February 26, 2026

Call to Order

The meeting was called to order at 7:04 pm by Chairman Lauchlan.

Roll Call of Board Members

Joe Boldaz (JB), Will Clark (WC), Scott Lauchlan (SL), Kent Nation (KN) and Joe Sawicki (JS) were present.

Others Present

Solicitor Stacey Fuller (SF), Engineer Mark Yoder (MY), and Administrator Bonnie Lucy (BL) were in attendance.

Action on Minutes of Previous Meeting(s)

A motion to approve January 22, 2026 regular meeting minutes was made by KN and seconded by JB. All members were in favor.

Public Comment / Presentation.

1. **Stephen Schmid** - Horseshoe village Site Plan senior housing, assisted living, memory care. Mr. Schmid was not in attendance. The Board generally reviewed the plan as presented to the Township.

Reports:

1. Operator
 - a. Monthly Report. Mr. Dean was not in attendance. The Board reviewed the Operator report with the Engineer.
2. Engineer
 - a. Monthly Report – general operations were discussed by MY.
 1. Keegan Property 139 Culbertson Road – No action.
 2. Reeceville Road cost estimate was discussed. The Board ask MY to schedule a meeting with PennDOT, Mr. Barron, BL, KN and SL.
 - b. The 2026 draft budget was not presented.
 - c. LSA Grant Generator Replacement – MY requested prevailing wages from L&I..
 - d. 2022 LSA Grant Hatches close out. MY sent a letter to close the grant.
 - e. 2024 LSA Grant Award for Trunk Line Repairs project – JB made a motion to approve Resolution 2026-01 accepting the Trunk Line Repairs Grant. WC seconded the motion. All members were in favor. Board agreed to include project in the 2027 budget.

- f. TOA#3 construction trailer discussion – MY will send a letter to TOA regarding the placement of the construction trailer.
3. Solicitor
 - a. Shared Service Agreement Amendment - SL made a motion to approve the Shared Service Agreement Amendment with the effective date of January 1, 2026. WC seconded the motion. All members were in favor.
 - b. TOA#3 Developer’s Agreement, Phase 1 – JB made a motion to execute the TOA#3 Developer’s Agreement, Phase 1. KN seconded the motion. All members were in favor.
 - c. TOA#3 Financial Security Agreement, Phase 1 – JB made motion to execute the TOA#3 Financial Security Agreement, Phase 1. SL seconded the motion. All members were in favor.
 4. Committees
 - a. Finance – March / June / September / December – SL and WC received a copy of the draft budget.
 - b. Operations – April / July / October / January – JB and JS will meet with Mr. Dean in April.
 - c. Planning – May / August / November / February – No meeting scheduled.
 5. Administrator
 - a. Monthly Report. Brief review of financial report.

Old Business:

1. 2024 Audit – KN made a motion to approve the 2024 Audit. JS seconded the motion. All members were in favor.

Finances:

As of January 31, 2026:

1. Mid Penn Operating - \$90,986.34
2. Mid Penn Debt Service - \$41,748.38
3. Mid Penn Capital Reserve - \$906,341.94
4. Mid Penn DSRF - \$579,012.18
5. Mid Penn Grant Funding - \$12,992.06
6. Bills paid and to be ratified (2/1/2026 to 2/28/2026) - \$93,571.40
7. Payroll for January 2026 - \$1,296.85

A motion to pay/ratify the bills and expenses was made by JS and seconded by JB. All members were in favor.

Dates of Upcoming Meetings

1. Board of Supervisors meeting on Thursday, March 19, 2026 at 7:30 p.m. JB attending.
2. Municipal Authority meeting on Thursday, March 26, 2026 at 7:00 p.m.

Adjournment

A motion to adjourn the meeting was made by KN and seconded by SL. All members were in favor. The meeting adjourned at 8:39 pm.

Respectfully submitted



Bonnie T. Lucy, Administrator