

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 – July 25, 2024

Call to Order

The meeting was called to order by Chairperson Crane at 7:00pm

Roll Call of Board Members

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

Others Present

Solicitor Stacey Fuller, Engineers Mark Yoder and Bill Malin, Operator John Dean and Administrator Anita Ferenz were in attendance.

Public Notification: The Board met in Executive Session just prior to this meeting on 7/25/2024 to discuss personnel matters.

Action on Minutes of Previous Meeting(s)

A Motion to approve the June 27, 2024 regular meeting minutes was made by KDN and seconded by WSC. All members were in favor.

Reports:

1. Operator

- a. Monthly Report. Brief review of report with emphasis on several maintenance items and power outages due to storms. Flow data is not being recorded by the OmniSite unit due to a channel failure; attempting to see if it is something that can be fixed or needs to be replaced.

2. Engineer

- a. Monthly Report – general operations. Review of report on status of development, generators, and general operations with emphasis on reaction to soft starts at the pump stations during the recent storms (7/16 & 7/17) and extreme heat. CEC presented an option on installing cooling units in each VFD cabinet. Brief discussion about looking into more options and possibly applying for grant funding.

3. Administrator

- a. Monthly Report. Brief review of report including information on another LSA grant program and pending items.

Finances:

As of June 28, 2024:

1. Mid Penn Operating - \$79,995.85
2. Mid Penn Debt Service - \$82,617.59
3. Mid Penn Capital Reserve - \$1,214,357.61
4. Mid Penn DSRF - \$571,040.03

5. Bills paid and to be ratified for June 2024 - \$39,143.62
6. Payroll for June 2024 - \$5,885.29

A Motion to pay/ratify the bills and expenses for June 2024 was made by KDN and seconded by JSB. All members were in favor.

Dates of Upcoming Meetings

Announcement made of Board of Supervisors meeting on August 15, 2024 (FJC will attend) and Municipal Authority meeting on Thursday, August 22, 2024 at 7:00 p.m.

Adjournment

A Motion to adjourn the meeting was made by WSC and seconded by JSB. All members were in favor. The meeting adjourned at 7:51pm.

Respectfully submitted,

Anita Ferenz, Administrator