

# WEST BRANDYWINE TOWNSHIP MUNICIPAL AUTHORITY

Incorporated 1995

198 Lafayette Road, West Brandywine, PA 19320-1230

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

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

## Meeting Agenda – May 22, 2025

**Call to Order** (time: \_\_\_\_\_)

**Pledge of Allegiance**

### Roll Call of Board Members

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

### Others Present

Solicitor \_\_\_\_\_, Engineer \_\_\_\_\_, Operator \_\_\_\_\_ and Administrator \_\_\_\_\_

### Action on Minutes of Previous Meeting(s)

- April 24, 2025 regular meeting

**Public Comment / Presentation.** An Executive Session will be held after the meeting to discuss personnel issues.

### Reports:

1. Operator
  - a. Monthly Report.
2. Engineer
  - a. Monthly Report – general operations.
3. Solicitor
4. Committees
  - a. Finance – March / June / September / December
  - b. Operations – April / July / October / January – site visit to be scheduled in the fall
  - c. Planning – May / August / November / February
5. Administrator
  - a. Monthly Report.

### New Business:

1. Generator Service Proposal dated 5/9/2025 from Premium Power Services.

2. Consider a reduced tap-in fee for 39 Connies Drive. See Administrator's report.
3. Consider allowing June payroll for the Authority to be submitted 6/27/2025 for payment on 6/30/2025.

**Finances:**

As of April 30, 2025:

1. Mid Penn Operating - \$303,491.46
2. Mid Penn Debt Service - \$141,584.70
3. Mid Penn Capital Reserve - \$881,721.78
4. Mid Penn DSRF - \$567,578.98
5. Bills paid and to be ratified (4//25/2025 to 5/22/2025) - \$\_\_\_\_\_
6. Payroll for April 2025 - \$5,186.66

**Dates of Upcoming Meetings**

1. Board of Supervisors on Thursday, June 19, 2025 at 7:30 p.m.
2. Municipal Authority, on Thursday, June 26, 2025 at 7:00 p.m.

**Adjournment** (time: \_\_\_\_\_)