

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*

Meeting Minutes – October 23, 2025

Call to Order

The meeting was called to order at 7:00pm by Chairman Nation.

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, Engineer Mark Yoder, Operator John Dean, Township Manager Dale Barnett, and Bookkeeper Bonnie Lucy were in attendance.

Action on Minutes of Previous Meeting(s)

A motion to approve September 25, 2025, regular meeting minutes was made by JS and seconded by WC. All members were in favor.

Public Comment / Presentation.

- Timothy Poth was not in attendance.
- Art Sagnor, Esq was in attendance representing Justin Olear. The 211 Reeceville Road Barn located in Caln Township was discussed. Carroll Engineering will draft the will serve letter.

Motion: No action taken

Reports:

1. Operator
 - a. Monthly Report. Brief review of report was presented by John Dean.
2. Engineer
 - a. Monthly Report – general operations.
3. Solicitor
 - a. No report.
4. Committees
 - a. Finance – March / June / September / December
 - b. Operations – April / July / October / January
 - c. Planning – May / August / November / February – meeting was schedule for November 5, 2025
5. Administrator
 - a. Monthly Report. Brief review of financial report.
 - b. Special Water Meters.

Old Business:

1. 704 E Reeceville Road – sanitary sewer service application was submitted. The tap in fee in the amount of \$6,810.00 was paid October 17, 2025.

Finances:

As of September 30, 2025:

1. Mid Penn Operating - \$230,676.74
2. Mid Penn Debt Service - \$188,140.59
3. Mid Penn Capital Reserve - \$891,558.12
4. Mid Penn DSRF - \$573,911.84
5. Mid Penn Grant Funding - \$12,877.61
6. Bills paid and to be ratified (10/1/2025 to 10/31/2025) - \$104,658.79
7. Payroll for September 2025 - \$1,544.92

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

Dates of Upcoming Meetings

1. Board of Supervisors meeting on Thursday, November 20, 2025 at 7:30 p.m.
2. Municipal Authority meeting on **Wednesday, November 19**, 2025, at 7:00 p.m.

Adjournment

A motion to adjourn the meeting was made by SL and seconded by JS. All members were in favor. The meeting adjourned at 8:31pm.

Respectfully submitted

Bonnie Lucy