

# 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 Agenda – July 24, 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 \_\_\_\_\_

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

- June 26, 2025 regular meeting

### Public Comment / Presentation.

- An Executive Session was held to discuss personnel issues.

### Reports:

1. Operator
  - a. Monthly Report.
2. Engineer
  - a. Monthly Report – general operations.
  - b. Reeceville PS-VFD Replacement
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. Designate the responsibilities for operations and administration of the Municipal Authority

**Motion:****Finances:**

As of June 30, 2025:

1. Mid Penn Operating - \$149,802.54
2. Mid Penn Debt Service - \$107,525.35
3. Mid Penn Capital Reserve - \$885,631.04
4. Mid Penn DSRF - \$570,095.43
5. Mid Penn Grant Funding - \$12,791.98
6. Bills paid and to be ratified (6/27/2025 to 7/24/2025) - \$197,955.61
7. Payroll for June 2025 - \$5,132.39

**Dates of Upcoming Meetings**

1. Board of Supervisors on Thursday, August 21, 2025 at 7:30 p.m.
2. Municipal Authority, on Thursday, August 28, 2025 at 7:00 p.m.

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