

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 – November 19, 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 _____

Executive Session

Action on Minutes of Previous Meeting(s)

- October 23, 2025 regular meeting

Public Comment / Presentation.

- David Biddison – TOA#3

Reports:

1. Operator
 - a. Monthly Report.
2. Engineer
 - a. Monthly Report – general operations.
 - b. GIS information for WCU interns
 - c. 2026 Draft Budget
3. Solicitor
 - a. 2026 Legal Fees
 - b. Notice to Operator of Intent to Reappoint due by 12/1/25
4. Committees
 - a. Finance – March / June / September / December
 - b. Operations – April / July / October / January
 - c. Planning – May / August / November / February
 1. Planning Committee meeting held on November 5, 2025 update

5. Administrator
 - a. Monthly Report.
 - b. Proposed Pennsylvania American Water rate increase notice.

Old Business:

- 1.

Finances:

As of October 31, 2025:

1. Mid Penn Operating - \$236,475.77
2. Mid Penn Debt Service - \$219,735.59
3. Mid Penn Capital Reserve - \$900,380.18
4. Mid Penn DSRF - \$575,203.53
5. Mid Penn Grant Funding - \$12,906.59
6. Bills paid and to be ratified (11/1/2025 to 11/30/2025) - \$89,531.33
7. Payroll for October 2025 - \$1,714.28

Motion:

Dates of Upcoming Meetings

1. Board of Supervisors on Thursday, November 20, 2025 at 7:30 p.m.
2. Municipal Authority, on **Wednesday, December 17, 2025** at 7:00 p.m.

Adjournment (time: _____)