

# **WEST BRANDYWINE TOWNSHIP MUNICIPAL AUTHORITY**

Incorporated 1995

199 Lafayette Road, West Brandywine, PA 19320-1230

Josef G. Obernier, Sr., Chairman  
Vacant, Treasurer  
Rick Tisa, Asst. Secretary/Treasurer

Joseph S. Boldaz, Vice Chairman  
Sandra G. Martin, Secretary

## **Reorganizational Meeting Minutes for January 14, 2016**

### **Call to Order**

The reorganizational meeting was called to order by Secretary Martin at 7:30pm.

### **Pledge of Allegiance**

### **Roll Call of Board Members**

Present at the reorganizational meeting were Joseph S. Boldaz, Sandra G. Martin, Josef G. Obernier, Sr. and Rick Tisa

### **Others Present**

Engineer Bill Malin from Carroll Engineering Corporation, Operator John Troutman from Miller Environmental Inc. and Administrator Anita Ferez were present. Upon appointment, Solicitor Stacey L. Fuller was present.

### **Appointment of Chairman for 2016**

A Motion to appoint Joseph S. Boldaz as Chairman was made by Sandra G. Martin and seconded by Rick Tisa. All members present were in favor.

### **Meeting Turned Over to Chairman**

### **Appointment of Vice Chairman**

A Motion to appoint Josef G. Obernier as Vice Chairman was made by Rick Tisa; did not carry without a second. A Motion to appoint Sandra G. Martin as Vice Chairman was made by Joseph S. Boldaz and seconded by Rick Tisa. All members present were in favor.

### **Appointment of Secretary**

A Motion to appoint Rick Tisa as Secretary was made by Joseph G. Boldaz and seconded by Sandra G. Martin. All members present were in favor.

### **Appointment of Treasurer**

A Motion to appoint Josef G. Obernier, Sr. as Treasurer was made by Joseph G. Boldaz and seconded by Rick Tisa. All members present were in favor.

### **Appointment of Assistant Secretary/Treasurer**

After discussion, a Motion to appoint Sandra G. Martin as Assistant Secretary/Assistant Treasurer was made by Joseph G. Boldaz and seconded by Rick Tisa. All members present were in favor.

### **Appointment of Administrative Personnel for 2016**

1. Administrator – Anita M. Ferez
2. Bookkeeper – Sandra C. Brock
3. Right-To-Know Officer – After discussion, a Motion to appoint Anita M. Ferez as Right-To-Know Officer was made by Sandra G. Martin and seconded by Josef G. Obernier, Sr. All members present were in favor.

A Motion to appoint the above administrative personnel for the calendar year 2016 was made by Josef G. Obernier, Sr. and seconded by Sandra G. Martin. All members present were in favor.

### **Appointment of Professional Services Personnel for 2016**

1. Carroll Engineering Corporation – Engineer
2. Miller Environmental Inc. – Operator (contract good through March 2017)
3. Gawthrop Greenwood – Solicitor
4. Concord Public Financial Advisors (Daryl Peck) – Financial Advisor
5. Kimmel, Lorah & Associates, LLP, Auditors
6. H.A. Thomson Agency, General and Special Insurances
7. DNB First & TD Bank, Depositories
8. TD Wealth Management, Stephen R. Schaaf, Vice-President, Bond Management
9. Evolution Payroll Services, Payroll Service Provider

A Motion to appoint the above professional services personnel for the calendar year 2016 was made by Sandra G. Martin and seconded by Joseph S. Boldaz. All members present were in favor. An attempt to have Miller Environmental contract run on a calendar (January – December) year basis will be made.

### **Miscellaneous Information for 2016**

1. Authority meetings are the second Thursday of each month at 7:30PM
2. Special Meetings to be advertised as required by law

Discussion and recommendation that the reorganizational meeting be consolidated with the regular January meeting causing a board member to receive one meeting payment instead of two meeting payments. A Motion to treat the reorganization of duties as a component to the regular January meeting in 2016 and moving forward, resulting in a single board member payment, was made by Sandra G. Martin and seconded by Joseph S. Boldaz. Boldaz, Martin and Tisa voted in favor; Obernier opposed.

Verbal recognition was made to Josef G. Obernier, Sr. and J. Richard Weaver for their past service to the Municipal Authority.

### **Adjournment**

A Motion to adjourn was made by Rick Tisa and seconded by Sandra G. Martin. All members present were in favor. Meeting adjourned at 8:03pm.

Respectfully submitted,  
Anita M. Ferez, Administrator