

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 – September 25, 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 - was held September 25, 2025 to discuss legal issues.

Action on Minutes of Previous Meeting(s)

- August 28, 2025 regular meeting

Public Comment / Presentation.

- Wawa/Janiec- Joe Schorn will be in attendance.

Motion:

Reports:

1. Operator
 - a. Monthly Report.
 - b. 2026 Proposal of Operations
2. Engineer
 - a. Monthly Report – general operations.
 - b. 500 Hibernia Supplemental Sewer Planning

Motion:

3. Solicitor
 - a. Resolution 03-2025 Adopt an Open Records Policy
Motion:
 - b. Resolution 04-2025 Appointing Open Records Officer
Motion:

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.
- b. Special Water Meters.
- c. Pennsylvania One Call Joint Membership for WBTMA/WBT authorization.

Motion:

Old Business:

- 1. Hutter of 39 Connies Drive – Mandatory Connection.

Motion:

- 2. 704 E Reeceville Road – sanitary sewer service application.

Motion:

Finances:

As of August 31, 2025:

- 1. Mid Penn Operating - \$209,987.68
- 2. Mid Penn Debt Service - \$170,618.86
- 3. Mid Penn Capital Reserve - \$889,491.58
- 4. Mid Penn DSRF - \$572,581.57
- 5. Mid Penn Grant Funding - \$12,847.76
- 6. Bills paid and to be ratified (8/29/2025 to 9/30/2025) - \$111,756.02
- 7. Payroll for August 2025 - \$1,377.56

Motion:

Dates of Upcoming Meetings

- 1. Board of Supervisors on Thursday, October 16, 2025 at 7:30 p.m.
- 2. Municipal Authority, on Thursday, October 23, 2025 at 7:00 p.m.

Adjournment (time: _____)