

WEST BRANDYWINE TOWNSHIP MUNICIPAL AUTHORITY

Incorporated 1995

199 Lafayette Road, West Brandywine, PA 19320-1230

Josef G. Obernier, Sr.- Chairman
J. Richard Weaver, Jr.- Treasurer
Sandra G. Martin – Asst. Secretary/Treasurer

William R. McAdoo- Vice Chairman
Joseph S. Boldaz- Secretary

Meeting Agenda for June 11, 2015

Call to Order (time: _____)

Pledge of Allegiance

Roll Call of Board Members

Joseph Boldaz _____ Sandra G. Martin _____ William R. McAdoo _____ Josef G. Obernier, Sr. _____
J. Richard Weaver, Jr. _____

Others Present

Administrator _____ Bookkeeper _____ Solicitor _____ Engineer _____ Operator _____

Public Notification

Action on Minutes of Previous Meeting(s)

- May 14, 2015 Regular Meeting

Public Presentation

Public Comments (individuals requesting to be on agenda)

Correspondence/Communications (information to note and or act upon)

Information to Note:

1. Receipt of PMAA's brochure for the 73rd Annual Conference & Trade Show being held August 23-26, 2015 in Lancaster.
2. Receipt of PMAA's rules and regulations for enrollment of candidates for service awards.
3. Receipt of email from PFM dated May 29, 2015 with regard to publishing our 2014 audited financial statements in compliance with the continuing disclosure requirements for outstanding debt.

Information to Act Upon:

1. Receipt of Statement of Values from PIRMA with request to review and update if needed.
2. Brandywine Meadows – awaiting final review by MacCombie of pump station design and planning module. MacCombie's office requesting new engineer complete review. We have bills from MacCombie for this project totaling \$560.00 to date.

Reports

1. Secretary
2. Treasurer – bank accounts
3. Administrator
4. Engineer
5. Operator

Old Business

1. Invoices from Buckley Brion for the years 2014 and 2015 with regard to the Pulte litigation. Anita has compared what the MA has paid versus payments made according to the invoices. Requested a meeting with Dale to discuss payments made by Township; awaiting date/time for meeting.
2. Shellenberger (267 Monacy Road) refund request from May 2013 through April 2014 due to Authority's delay in installing water meters after announcement of same in January 2013. Anita located letter to residents dated February 2013 announcing the change from flat rate to usage rate. The letter requesting residents' cooperation with plumbing contractor is dated 5-2-2014. Meter was installed within days.
3. Flat rate sewer billings for the property at 59 Andover (Davis) prior to replacement or repair of meter. Anita reviewed records again and email residents to advise that bill was accurate due to a bad meter reading. Reply received from residents and forwarded to board members.
4. Modern Group replaced leaking heater hose that was discovered during visit to Beaver Creek Pump Station by Operator during annual maintenance on 5-28-2015.
5. Modern Group performed annual maintenance on all generators over the course of two days (5-28-2015 and 6-1-2015).
6. 40 Graces Drive – RESOLUTION NEEDED.
7. Refunding of the 2009 Bonds. Chris Bamber requested copies of 2014 audited financial statements before approaching local banks about refinancing. Kimmel Lorah should have them finalized by the end of June.
8. The Authority is establishing its own website. John is assisting Anita with this effort. Tweaks being made, should be in a position to notify residents with next quarterly billing.
9. Used equipment at Kimberwick site – Joe B assessed inventory, a few items (stainless steel mixer and aerators) should be placed on MuniBid, retain the manhole frames and covers for potential future use. Need good pictures with description to list for sale. There was an opening in the tank cover that John Cassels temporarily fixed.
10. Used equipment stored in the fire training building -- Anita has key to building and needs help to inventory, photograph and determine worth.
11. WBTMA and WBT v Pulte Homes of PA, LP – pending litigation. Trial currently schedule for end of July; settlement offer provided to Pulte with no response to date.
12. Netherwood Drive properties tied into public sewer. Anita will take another trip to the development and try to determine definite hook ups and whether they are being billed.
13. Frank Keegan's grading issues (Culbertson Run Road) – to be taken care of in spring 2015. Anita is working on this.

14. Infiltration on East Reeceville Road – John Cassels met with the representative of Parson Environmental Products on the previous Pulte development property. Rep was to make proposal of what he feels the MA should do to correct the problem. Awaiting proposal.
15. PAWC repayment of outstanding balance plus current usage – due to late payment of installment portion, automated billing system deactivated installment plan. Anita is working with Keith Gabage on a solution. For now, need to pay the current usage on time and installment plan within two weeks afterward.
16. Brandywine Hospital - can we bill based on capacity vs actual usage. Agreement between Reeceville Associates and WBT for Extension of Public Sewer from the City of Coatesville shows capacity allocated.
17. Freeze break in pipe at Station 46. Claims have been filed; awaiting further documentation from Aqua. Coverage will be granted.
18. Inspection of vents/cleanouts of sewer residents – to be done in the summer.
19. 47 Connies Drive – sewer line back up. Have not received report from Eldredge or had further contact from owner/tenant.

New Business

1. Sample Ordinance to amend sewer use and Sewer Capacity Relinquishment Agreement.
2. Profit and Loss Statement.

New Business from the Floor

New Business from the Board

Public Comments (individuals not requesting to be on agenda)

Payment of Bills

1. Friendship Village Sewer District- \$57,977.83, and Ratified Payments of \$6,599.63 on 5/26/15.
2. Kimberwick Sewer District- \$115.00, and Ratified Payments of \$312.27 on 5/26/15.

Dates of Upcoming Meetings

1. Board of Supervisors, Thursday, June 18, 2015 and July 2, 2015 at 7:30 p.m.
2. Municipal Authority, Thursday, July 9, 2015 at 7:30 p.m.

Adjournment (time: _____)