

**BETHEL TOWNSHIP, DELAWARE COUNTY
SEWER AUTHORITY**

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**PROVISIONAL RECORD OF MINUTES
(Subject To Revision and Approval At Next Regular Board Meeting)**

Minutes of the regular meeting of the **BETHEL TOWNSHIP DELAWARE COUNTY
SEWER AUTHORITY APRIL 6, 2011.**

The regular meeting was called to order by Felicia Kendus, Chairman at 7:00 p.m.. Those present were Paul Ware, Vice Chairman, Donna Vance, Board Member, Donna Vickers, Board Member, Patricia Petrosky, Secretary-Treasurer, Laurence L. Smith, Solicitor. There being a quorum present, the Chairman declared that the meeting was ready to proceed with business. Pledge of Allegiance given at this time.

MONTHLY ACTIVITY REPORTS

Motion by Paul Ware to approve minutes of regular meeting held March 3, 2011. Seconded by Donna Vance. Unanimous.

Motion by Donna Vance to approve Financial Statement for March 2011. Seconded by Paul Ware. Unanimous.

ADMINISTRATION COMMITTEE

Chairman - Vice Chairman - Secretary/Treasurer

Paul Ware read our Financial Report for March 2011- **Receipts** - Sewer Rents & Other - \$28,063 Month to Date - \$425,385 - Year to Date - Tapping Fees - \$-0- Month to Date - \$-0- Year to Date - Interest \$ 535 Month to Date - \$1,603 Year to Date - **Total Receipts** - \$28,598 Month to Date - \$426,988 - Year to Date - **Disbursements** - (\$51,327) Month to Date - (\$347,063) Year to Date **Net Cash Receipts (Disbursements)** (\$22,729) Month to Date - \$774,051 Year to Date - **Cash at Beginning of Month** \$597,025 Month to Date - \$550,523 Year to Date - **Cash at End of Month** - \$574,296 Month to Date - \$1,324,574 Year to Date - **Operating Cash Account** - \$262,079 - **CD Bank Account** - \$312,217 - **Total** \$574,296 - **Sewer Rents Receivable - Prior Balances** - \$84,099 - **Sewer Rents Receivable - Prepayments on 1st Qtr Bill** (\$28,867) - **Sewer Rents Receivable - Net at 3/31/11** - \$55,232 **Accounts Payable** \$ 46,875

MAINTENANCE /CONSTRUCTION COMMITTEE

Rob Sykes & Donna Vance

Donna stated there was one issue at Garnet Ridge. Walt will report on this.

SOLICITOR'S REPORT

Foxfield - The Developer is moving forward with dedication of sanitary sewer improvements and rights of way.

Delinquent Sewer Rents - Warning notices of potential lien filing and assessment of collection charges were sent by certified mail to approximately 200 property owners.

Insurance - The Authority will soon receive up to three proposals concerning insurance coverage. Once that information is available it will be promptly given to the Board for consideration. It appears we may have to have a special meeting later in the month to approve an insurance proposal. The meeting is tentatively set for April 27, 2011 at 6:00 p.m..

Claim Concerning Concord Road Sanitary Sewer Overflow - A claim was sent to the Chester Water Authority. Walt received word from Chester Water Authority that it appears they usually install their laterals for service to homes. It appears at this point, that that entity is responsible for the damage and improper repair to our line. Larry will continue to follow up with them and we will be sending them the amount spent for repairs and cleanup.

Claim Concerning Garnet Hills Damage - A claim was sent to Verizon insurance claims handler. They located the appropriate prime contractor that installed the Fios in Garnet Hills. That contractor had a subcontractor. That individual contacted Larry. He has requested that we send the costs for repairs to the particular property where the damage was as well as the estimate for potentially videoing the entire subdivision. Larry will continue to followup with this.

3230 Garnet Mine Road, District 11 - We were able to arrive at a proposed settlement for acquisition of right of way and easement for that property, in the amount of cash \$500 and a credit memo to account in the amount of \$617. A motion is in order for the Authority to issue the check and credit memo and for Larry to have the owner sign the appropriate documents. Paul made a motion for the Authority to issue the check and credit memo and have Larry have the resident sign the appropriate documents. Seconded by Donna Vickers. Unanimous.

Ed Miles, 23 Robins Road - Under the delinquencies, is the volume consistent for prior years? Larry responded no. We believe that it is higher than prior years. The notices sent to 200 property owners include a notice under the Pennsylvania Taxing Law, specifically tax rights law that went into effect in the late 90's. It requires that notification that attorney fees and collection costs are going to be assessed and collected be sent by Certified Mail and then if that is rejected, by regular mail to owners. We have complied with that requirement. Ed mentioned he is thinking economically, do we have a trend during the last two or three years with delinquencies inching up? Larry answered yes it has increased. As for the exact amounts we would have to get that information from our accountant. Felicia said she would contact the accountant and get the trending for two to three years. Larry explained we have traditionally collected outstanding amounts through homes being refinanced or sold. The Authority thought at this point, in addition, other efforts such as small claims suits and other means to collect these outstanding amounts will be used. Ed stated he has no issue with the Boards action.

Todd Apple, 1055 Birch Lane - One of the things you might want to take notice of is how many days late are we looking at. Larry explained we break it out 30, 60, 90 days. In terms of the increasing, probably the 90 days is probably the best. Paul mentioned the trend that has changed in the last couple of years because of economy is beyond 90 days. We have seen an increase.

ENGINEER'S REPORT

Garnet Hills Subdivision - Aqua will begin work on this project in the next 3 or 4 weeks. We will provide updates at the monthly meetings.

Chapter 94 Report - The Chapter 94 Report has been completed and submitted to PaDep. A copy has been provided for each Board member. Basically it outlines the Authority's current flows in its sewer system, takes a look at all of the pumping stations, flows to the pumping stations, current flows and tries to predict in the next five years subdivisions coming on line and how that affects our sanitary sewers. Walt indicated we have no issues with capacity in our sewer system. All of the pumping stations are running well, with plenty of capacity built into them and all of the gravity lines are sized accordingly.

Todd Apple, 1055 Birch Lane - What type of assumptions did you use in with regards to the five year plan out for new homes? Walt explained we took all of the existing projects that are in the pipeline, try to predict when these things are going to come on line. Bethel Township is approximately 95% sewerred. Population increase is not going to affect the Sewer Authority much.

Walt stated a copy of the Chapter 94 Report will be given to the Supervisors.

PennDot - PennDot is requiring that this line be relocated in order to accommodate the storm sewer system. There is no way for them to move their storm sewer system and there is no way for us to lower our sanitary sewer system in that area. Fortunately, there is a sewer that is 220 feet away that we can connect to that will alleviate this problem. PennDot will pay for one half of the costs to do this. We did come up with a preliminary design. Engineer's estimated cost is \$53,177.80 which includes 15% contingency and engineering fees. The Authority is looking at a \$25,000 outlay. We are working with PennDot on all of the paperwork preparing the bid documents. Once we have everything prepared, we will bring a set of plans to the Board and have the Board review it and authorize the project for bid.

Ed Miles, 23 Robins Road - On behalf of his neighbors and himself he asked that any patches in the road because of the project be sufficient so that people aren't blowing their rims out.

John Camero, 3150 Still Wood Lane - Asked Walt if there was a time frame for the project to happen? Walt indicated they would like to have it done by the end of the summer. We expect to have something at our May meeting, bid it and open the bids in June and probably start construction in July and August. It should not take that long, probably a week.

Flat Iron Point I & I - We are still experiencing I & I in the Flat Iron Point Sewer System. Everyone received a report on this. As part of the Chapter 94 Report preparation, we took the

flow metering data from the Pyle Road pump station and the Sharon subdivision flow meter. These are the only two meters we have in the sewer system that actually meter flow on a daily basis. We took a look at the Sharon subdivision and did an analysis on it. Inflow and infiltration is getting into our system. If we just look at the Sharon subdivision, we sent over ten million gallons of rain water to New Castle County to be treated in 2010. Our cost to treat is \$3.12 per 1000 gallons. We spent \$33,000 treating rain water in the Sharon subdivision. That price has gone down greatly because of the work done on Ebright Road. Walt does not feel the Authority should stop looking at this sewer system. Need to find where the I & I is coming from. We televised the sewer mains, We did find cracks which were repaired. The next logical course of action would be to look at the manholes. Water can get into our sewer system through the frames and covers. We have seen evidence of this. This project would involve putting the high strength epoxy on the inside, which is basically a rubberized material that would allow movement of the frame and cover but would also seal it. It is very expensive to do. It is around \$650 per manhole. At 310 manholes in the Fat Iron Point District, you are looking at over \$244,500 to do this type of project. The Sharon estimate would be \$57,150. Felicia asked if everyone was in agreement to do the work in increments. The Board agreed. Paul Ware made a motion to do this project in increments, concentrating on the Sharon Subdivision first because of the I & I we know is there. Seconded by Donna Vickers. Unanimous.

Along the same lines, one thing we are finding in other municipalities is a lot of this I & I is coming from private laterals. The Authority has brochures outlining the problems with private lateral I & I. People in general do not realize you are not suppose to have a sump pump hooked up to your sewer system. One sump pump can put 100 gallons per minute in our sewer system. The other thing is cleanouts cut down low to grade. Rainwater comes down across the lawn and goes right into this lateral. We will have to work with the Township on passing Ordinances on ways we can do this type of work. This is a very sensitive political issue and legal issue. Just wanted to mention this to everyone. We are not making any proposals at this point.

Donna Vickers suggested sending out the brochures. Walt suggested one of the things we could do is put something on our web site. Ed said it would be most cost effective to do this. Felicia said we would work on this.

Todd Apple - Are we talking less than a two year payback for the manhole project in Sharon? Walt said it is virtually impossible to figure this out. Not all I & I comes from just manholes. The best thing to do is perform the work in a small area and monitor performance.

Robert Burns Pumping Station - Walt indicated that Frank Starr had reported someone was dumping rocks at the Robert Burns pumping station.

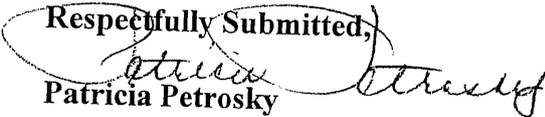
Frank Starr, 3701 Ebright Road - Reported he had been talking to one of the residents there. Frank asked where the rocks were coming from. The resident was reluctant to say anything because he did not want to cause problems with any neighbors. He did give Frank the name of Total Construction. The rocks are to big for the Highway Department. Walt was wondering if

this was more of a Township issue than an Authority issue. Walt suggested he would make a friendly phone call to Total Construction.

BOARD MEMBERS REPORT
NEW BUSINESS/UNFINISHED BUSINESS

There being no further business, the meeting was adjourned at 7:45 p.m. on a motion by Felicia Kendus . Seconded by Paul Ware. Unanimous.

Respectfully Submitted,


Patricia Petrosky

Secretary/Treasurer

