

**BETHEL TOWNSHIP, DELAWARE COUNTY
SEWER AUTHORITY**

1082 Bethel Road • Garnet Valley, PA 19060

Phone: 610-358-5893

FAX: 610-358-9101

RECORD OF MINUTES

**Minutes of the Regular Meeting of the BETHEL TOWNSHIP DELAWARE
COUNTY SEWER AUTHORITY, SEPTEMBER 6, 2012**

The regular meeting was called to order by Felicia Kendus, Chairman at 7:00 p.m.. Those present were Rob Sykes, Board Member, Donna Vance, Board Member, Donna Vickers, Board Member, Patricia Petrosky, Secretary-Treasurer, Laurence L. Smith, Solicitor, Walter Fazler, Engineer. 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 Donna Vickers to approve minutes of regular meeting held August 7, 2012. Seconded by Rob Sykes. Unanimous.

Motion by Donna Vance to approve Financial Statement for August 2012. Seconded by Donna Vickers. Unanimous.

ADMINISTRATION COMMITTEE

Chairman - Vice Chairman - Secretary/Treasurer

Donna Vance read our Financial Report for August 2012- **Receipts** - Sewer Rents & Other - \$100,083 - Month to Date - \$1,311,173 - Year to Date - Tapping Fees - \$ -0- Month to Date - \$148,750 -Year to Date -- Interest - \$-91- -- Month to Date - \$1,387 - Year to Date -- **Total Receipts** - \$100,174 - Month to Date -- \$1,461,310 - Year to Date -- **Disbursements** -- (\$332,132) Month to Date - (\$1,307,263) Year to Date **Net Cash Receipts (Disbursements)** (\$231,958)- Month to Date -- \$154,047 - Year to Date -- **Cash at Beginning of Month** \$922,512 - Month to Date -- \$536,507 -Year to Date -- **Cash at End of Month** - \$690,554 - Month to Date - \$690,554 Year To Date - **Operating Cash Account** - \$335,005 -- **CD Bank Account** - \$214,296 -- **Capital Account** - \$141,253 - **Total** \$690,554 - **Sewer Rents Receivable 8/31/12-** \$200,329 -- **Accounts Payable** - \$58,518

Motion by Rob Sykes to approve the Financial Report. Seconded by Donna Vickers. Unanimous.

MAINTENANCE /CONSTRUCTION COMMITTEE
Rob Sykes & Donna Vance

Rob reported there is a problem with a manhole on Foulk Road. Walt will explain the problem and the solution.

Walt indicated the Authority received a complaint about a manhole that was making a lot of noise. Upon checking the manhole, it was determined the manhole was old and warped. The solution is to dig up the casting and replace it. In the past when we have had problems like this with a manhole in wheel tire lanes, a bolt down manhole cover is installed so the lid does not constantly bounce. It is not an imminent danger right now but Walt could not guarantee we wouldn't get a call tomorrow saying the cover has flipped off. We have a contract with Aqua Wastewater Management to do a lot of our maintenance work. It is a time and material contract. We received the estimate of \$3,200, which is basically a full day of crew rate, plus flaggers. Motion by Rob Sykes to have Aqua dig up the casting and replace the manhole cover. Seconded by Donna Vance. Unanimous.

The Board and staff of the Bethel Township Sewer Authority mourn the passing of Authority Board Vice-Chairman Paul L. Ware.

As a member of its Administration Committee, Paul was devoted to maintaining the sound financial condition of the Authority. He will be remembered for his concern for, and contribution to, the welfare of his neighbors and community.

In addition to being an excellent Board Member, Board Chairman and Vice-Chairman, Paul was a wonderful, giving human being. Paul was a tireless worker and gave back to his community in many ways. He will be deeply missed by all of us.

At this time, everyone in attendance participated in a moment of silence in honor of Paul Ware.

Felicia asked for a motion to authorize the Chairperson, on behalf of the Authority, to obtain a Memorial Plaque for the Authority, honoring the contribution of Paul Ware? The cost of the plaque will be approximately \$501. Motion by Donna Donna Vance authorizing a Memorial Plaque honoring the contribution of Paul Ware. Seconded by Donna Vickers. Unanimous.

Steve Mancini, 204 Half Mile Post South – Asked if any consideration was given as to where the plaque would be placed? Walt Fazler had recommended we dedicate the Northbrook Pump Station building to Paul Ware. Steve's concern is how many people in the town know where the pumping station is and if you want to do something to remember someone, he thought it would be nice to have it in a prominent location. He suggested mounting the plaque on a rock and surrounding it with flowers. It could be placed outside of the Authority's office door, with the Township's permission. Steve will

volunteer to help with the project, as well as Ken Laaken. Felicia suggested a presentation next month and have Paul's family here. Everyone was in agreement.

Felicia stated, in the Board Members packet, we have a proposal for retention of the firm of Leitzell & Economidis, P.C. for their Accounting services beginning October 1, 2012. Rob Sykes asked why this was being done before the end of the year? Felicia responded that Leitzell & Economidis believes it can be more effective for the Authority if it begins its work for the fourth quarter of 2012. Rob expressed his opinion of feeling totaling confident with Hanna McGlone & Company. They have always been there with Pat. One year they saved us \$150,000. Rob feels comfortable with that firm. He does not know much about the other firm. This is his opinion and why it has to change in the middle of the year is another thing. Felicia stated Leitzell & Economidis, P.C. is a well recognized firm specializing in Municipal Finances in the Delaware County area. They have done an excellent job preparing the audited financial statement for the Authority for the last several years and has proven its value to the Authority. Leitzell & Economidis, P.C. believes it can be more effective for the Authority if it begins its work for the fourth quarter of 2012. Motion by Donna Vance to accept Leitzell & Economidis for our accounting services beginning October 1, 2012. Seconded by Donna Vickers. Rob Sykes opposed. Motion carried with a vote of three to one.

Cynthia Leitzell introduced herself to everyone and thanked the Board.

Felicia asked for a motion to send a letter to Hanna McGlone & Company thanking the firm for their services through September 30, 2012. Motion by Donna Vickers authorizing the Chairperson, on behalf of the Authority, to send a letter to Hanna McGlone & Company thanking them for their services through September 30, 2012. Seconded by Rob Sykes. Unanimous.

The Chairman indicated there also is a proposal from Merves Amon & Barsz, LLC in the Board members packets, to provide Auditing services for the year ending December 31, 2012. Felicia asked for a motion to accept the proposal of Peter Barsz, from Merves Amon & Barsz, LLC, to provide Auditing services for the year ending December 31, 2012. Motion by Donna Vickers to accept the proposal of Merves Amon & Barsz, LLC to provide Auditing services for the year ending December 31, 2012. Seconded by Donna Vance. Unanimous.

SOLICITOR'S REPORT

Larry reported there was an Executive Session prior to our regular meeting to discuss a legal claim.

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

Creekside Run – The Developer is moving forward with dedication of sanitary sewer improvements and rights of way.

Northbrook Phases 2, 3 & 4 – The developer is moving forward with dedication of sanitary sewer improvements and rights of way.

Zebley Road Claim – The insurance carrier issued an interim claim payment. We are following up concerning additional amounts to be documented.

DYRFA Financing – Larry handed this topic over to Peter Barsz, who is handling the application for our Authority. A loan application, to refinance the current debt of the Authority in the amount of approximately 1.2 million dollars and also over a three year period to take out money in the amount of approximately 1.1 million dollars for improvements, repairs and maintenance of the current system, was submitted around August 22, 2012. Peter heard today it is progressing very nicely. They requested more auditing information which has been submitted. We sent them the 2007 Township and Sewer Authority Audits. This has to be rated by a rating agency because of the buyers. It looks like we should have an Ordinance ready to be signed in October and we will be closing in November 2012. Rob Sykes asked if the savings are very close to what was discussed the last time? Peter believes there are no changes whatsoever from the present value calculation with the owner of the financing company. Rob also asked if anyone checked to see that there are absolutely no restrictions for us to get out early? Larry stated he had checked that and the time that would have prevented that has passed. Yes, the Bond documents do allow us to do this without penalty .

ENGINEER'S REPORT

Foulk Manor Estates – This plan was reviewed last month. The approval of the subdivision plan had been tabled last month. As far as the review letter goes there are some enhancements that need to be done to the plan. The biggest issue we have with this plan is how are we going to sewer this project. There are twelve homes in the subdivision. They are proposing to service all of the homes in the subdivision with a low pressure sewer system. Every house would have a pump and pump into a common manifold and the energy of all pumps combined would pump the sewage up into the gravity sewer system in Foulk Road. There are actually three options available for this subdivision. There is the proposed option. The other option would be to connect to the low pressure sewer system at the five points intersection which was put in approximately five years ago. Walt still needs to check the engineering data on this to make sure that we would be able to tie into that line. If the sewer went in that direction, there are approximately ten existing homes there that we would be able to supply sewer service for. They would have to pump. The third option is gravity. We have a pumping station at the bottom of Green Glen Drive and Loraine Drive. We would have to investigate this to see if it could happen. A lengthy discussion followed as to which way the sewers should go. A motion by Donna Vickers to have Walt look into the best possible way to

run the sewer line for the Foulk Manor Estates project. Seconded by Rob Sykes. Unanimous.

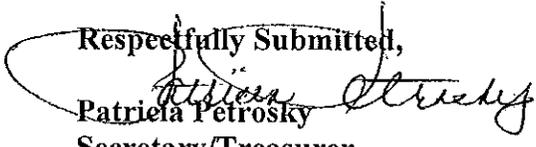
Subdivision Dedications – We are currently working on the following subdivision dedications: Northbrook Phase 2,3 and 4, Foxfield all phases. Creekside Subdivision inspection is complete and we are waiting for the Developer to comply with the dedication requirements.

Independence Towns – We have completed a review of the plans. Everything seems to be in order. Walt recommends the Board take no exceptions to the subdivision.

BOARD MEMBERS REPORT
NEW BUSINESS/UNFINISHED BUSINESS

There being no further business, the meeting was adjourned at 7:35 p.m. on a motion by Felicia Kendus. Seconded by Donna Vance. Unanimous.

Respectfully Submitted,


Patricia Petrosky

Secretary/Treasurer