

**BETHEL TOWNSHIP, DELAWARE COUNTY  
SEWER AUTHORITY**

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**RECORD OF MINUTES**

**Minutes of the Regular Meeting of the BETHEL TOWNSHIP DELAWARE  
COUNTY SEWER AUTHORITY, NOVEMBER 8, 2012**

The regular meeting was called to order by Felicia Kendus, Chairman at 7:00 p.m.. Those present were Donna Vance, Board Member, Kimberly Easter, 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 Vance to approve minutes of regular meeting held October 4, 2012. Seconded by Kimberly Easter. Unanimous.

Motion by Kimberly Easter to approve Financial Statement for October 2012. Seconded by Donna Vance. Unanimous.

**ADMINISTRATION COMMITTEE**

**Chairman - Vice Chairman - Secretary/Treasurer**

Donna Vance read our Financial Report for October 2012- **Receipts** - Sewer Rents & Other - \$265,471 - Month to Date - \$1,613,337 - Year to Date - Tapping Fees - \$30,500 Month to Date - \$175,750 -Year to Date -- Interest - \$- – Month to Date - \$736 Year to Date – **Total Receipts** - \$295,971 - Month to Date – \$1,789,823 - Year to Date – **Disbursements** – \$299,215 - Month to Date - \$1,894,149 -Year to Date **Net Cash Receipts (Disbursements)** (\$3,244)- Month to Date – (\$104,326) - Year to Date – **Cash at Beginning of Month** \$18,758 - Month to Date – \$1,019,840 -Year to Date – **Cash at End of Month** - \$915,514 - Month to Date - \$915,514 - Year To Date - **Operating Cash Account** - \$578,167 – **CD Bank Account** - \$214,296 – **Capital Account** - \$123,051 -**Total** \$915,514 - **Sewer Rents Receivable 10/31/12-** \$247,894 – **Accounts Payable** - \$299,721

**Motion by Kimberly Easter to approve the Financial Report. Seconded by Donna Vance. Unanimous.**

## MAINTENANCE /CONSTRUCTION COMMITTEE

Rob Sykes & Donna Vance

Donna reminded Walt about the pump station cleanouts. Walt stated all of the pumping stations gather grease deposits and debris that should not be in the sewers. They should be cleaned out once a year in order for them to operate properly. George Golden does this under his maintenance contract. The approximate cost to do this would be \$6,500, depending what is found when the cleaning is started. Donna Vance made a motion to have the pumps cleaned. Seconded by Kimberly Easter. Unanimous.

### SOLICITOR'S REPORT

**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.

**DVRFA Financing** – Rates were locked in and closing is scheduled for November 15, 2012.

**RECORDS RETENTION POLICY RESOLUTION** – A Records Retention Policy in conformance with PA law is being prepared for Board consideration.

### ENGINEER'S REPORT

**Foulk Manor Estates** – A review of the project was performed. Review letter in packets. It was decided that the low pressure to Colonial Drive was the preferred method of sewage disposal for the project. Based upon that, the plans were reviewed. There are fourteen comments that will need to be addressed before the final plan can be approved. If the Board is in agreement with the review letter, a motion is in order to accept the review letter and forward it to the Developer. Motion by Donna Vance to accept the review letter and forward it on to the Developer. Seconded by Kimberly Easter. Unanimous. Larry stated the preliminary plan was recommended for approval by the Planning Commission.

**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. Northbrook is close to completing everything.

**Hurricane Sandy** – The system was monitored closely by us and the Aqua Wastewater Management Team. Numerous power outages occurred during the storm but were restored relatively quickly. Overall, the system held up fine and no SSOs occurred. Bethel Township Sewer Authority did incur overtime expenses as a result of the storm. We will track them separately, in case PEMA gets involved and there is some reimbursement. Larry stated in Pennsylvania they have to do a lot of calculations to see if it meets the overall financial threshold to get Federal or State funds. The Board will be notified if anything is heard about this.

Walt indicated Aqua should be recognized for the job they did during the hurricane. They were out there in the middle of the night, all night, trees falling down around them. Aqua went above and beyond what they really needed to do. They really did a good job and should be commended. Felicia asked Larry to send a letter to them.

**BOARD MEMBERS REPORT**  
**NEW BUSINESS/UNFINISHED BUSINESS**

**There being no further business, the meeting was adjourned at 7:22 p.m. on a motion by Felicia Kendus. Seconded by Donna Vance. Unanimous.**

Respectfully Submitted,  
  
Patricia Petrosky  
Secretary/Treasurer