

**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, JANUARY 3, 2013**

The regular meeting was called to order by Felicia Kendus, Chairman at 7:00 p.m.. Those present were Donna Vance, Vice Chairman, Donna Vickers, 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.

At this time, the Chairman asked for a motion to accept the 2013 Budget for the Authority. Motion by Felicia Kendus to accept the Budget for 2013. Seconded by Donna Vance. Unanimous.

MONTHLY ACTIVITY REPORTS

Motion by Donna Vickers to approve minutes of regular meeting held December 6, 2012. Seconded by Kimberly Easter. Unanimous.

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

ADMINISTRATION COMMITTEE

Chairman - Vice Chairman - Secretary/Treasurer

Donna Vance read our Financial Report for December 2012- **Receipts** - Sewer Rents & Other - \$170,710 - Month Ending Dec, 30 2012 - \$1,965,870 - Year to Date - Tapping Fees - \$ - Month to Date - \$194,050 -Year to Date - Interest - \$- - Month to Date - \$736 -Year to Date -- **Total Receipts** - \$170,710 - Month to Date - \$2,160,656 - Year to Date - **Disbursements** - \$186,029 - Month to Date - \$2,175,975 -Year to Date **Net Cash Receipts (Disbursements)** \$(15,319) - Month to Date - \$(15,319)- Year to Date - **Cash at Beginning of Month** \$1,021,356 - Month to Date - \$1,021,356 -Year to Date - **Cash at End of Month** - \$1,006,037 - Month to Date - \$1,006,037 - Year To Date - **Operating Cash Account** - \$385,077 - **CD Bank Account** - \$214,296 - **Capital Account** - \$406,664 -**Total** \$1,006,037 - **Sewer Rents Receivable 12/31/12-** \$208,163 - **Accounts Payable** - \$24,936

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

MAINTENANCE /CONSTRUCTION COMMITTEE

Rob Sykes & Donna

Donna reported all has been quiet.

SOLICITOR'S REPORT

Larry reported contact was made by the Developer of the Donald Drive Subdivision for dedication of the sanitary sewer system.

Larry's Developer's dedication report has been deferred to Walt's report.

Foxfield - The Developer is moving forward with dedication of sanitary sewer improvements and rights of way. Dedication and easement/right of way documents have been prepared.

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.

ENGINEER'S REPORT

Subdivision Dedications – We are currently working on the following subdivision dedications: **Northbrook Phase 2,3 and 4** – all of the punch list items have been completed. Still have to do an inspection of a couple of the items left on our list. Closed circuit television report was completed. Has to be reviewed. Developer is doing a nice job in finalizing the project. **Creekside Subdivision and Linton Farm Subdivision inspections** are complete. It is basically in the Developer's hands as far as completion of the punch list. **Foxfield** – we were given the legal descriptions for all of the roads in the subdivision. In order to confirm the legal descriptions match the roads we have to go through and plot them on the asbuilt plans, which is taking quite a bit of time. There are still punch list items that need to be completed. Larry indicated the reason we are dealing with roads is because the roads are not going to be dedicated to the Township. We need to have easements for what would normally be in the public right of way. **Belmont** – has received a punch list.

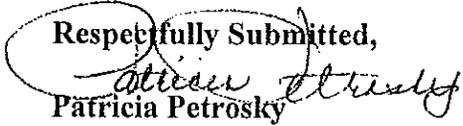
Walt reported our Maintenance Contract is up. It was a two year contract. Authorization needed to advertise the project for bids. Motion by Kimberly Easter to authorize the Maintenance Contract be advertised for bids. Seconded by Donna Vance. Unanimous.

BOARD MEMBERS REPORT

NEW BUSINESS/UNFINISHED BUSINESS

There being no further business, the meeting was adjourned at 7:06 p.m. on a motion by Felicia Kendus. Seconded by Donna Vance. Unanimous.

Respectfully Submitted,


Patricia Petrosky

Secretary/Treasurer