

**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 APRIL 3, 2014.**

The meeting was called to order by Donna Vance, Chairman at 7:00 p.m.. Those present were Donna Vickers, Vice Chairman, Daniel Van Wyk, Board Member, William Litton, Board Member, Stephen Maugeri, Board Member, 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.

Donna Vance announced there was an Executive Session prior to this meeting to discuss matters of potential litigation and personnel. This meeting is being recorded for minute purposes.

**MONTHLY ACTIVITY REPORTS**

Motion by Dan Van Wyk to approve minutes of regular meeting held March 6, 2014. Seconded by Stephen Maugeri. Unanimous.

Motion by William Litton to approve bill list for March 2014. Seconded by Stephen Maugeri. Unanimous.

Motion by Stephen Maugeri to approve Payroll Summary prepared by Prime Pay for 2/23/2014 – 3/08/14 and 3/09/14 – 3/22/14 Seconded by Dan Van Wyk. Unanimous.

**ADMINISTRATION COMMITTEE**

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

**Monthly Financial Highlights Attached**

**BETHEL TOWNSHIP SEWER AUTHORITY**

**Monthly Financial Highlights**

**For Period Ended March 31, 2014**

	<b>For the month Ending <u>March 31, 2014</u></b>	<b>Year-To-Date January 1, 2014 to <u>March 31, 2014</u></b>
<b><u>RECEIPTS</u></b>		
Sewer Rents and Other	\$ 244,994	\$ 1,000,743
Tapping Fees	-	-
Interest	<u>(26)</u>	<u>5,048</u>
<b>TOTAL RECEIPTS</b>	<b>244,968</b>	<b>\$ 1,005,791</b>
<b>DISBURSEMENTS</b>	<b><u>167,236</u></b>	<b><u>489,780</u></b>
<b>NET CASH RECEIPTS (DISBURSEMENTS)</b>	<b>77,732</b>	<b>516,011</b>

TD Master Escrow Account	86,461
TD Bank – Checking	743,252
TD Capital Account	922,698
CD – Bank Account	<u>214,296</u>
Total	<b>\$ 1,966,707</b> =====

	<b>As of 3/31/14</b>
Sewer Rents Receivable	<b>\$ 224,632</b> =====
Accounts Payable	<b><u>\$ 31,722</u></b>

## MAINTENANCE/CONSTRUCTION COMMITTEE

### Donna Vance & Donna Vickers

Walt reported the twenty year old check valve at the Scot's Glen pump station had to be replaced because it had started leaking.

### SOLICITOR'S REPORT

**Foxfield** – The Developer has reached the stage of completion of pre-dedication. Dedication and easement/right of way documents have been prepared and signed by the Developer. The Developer has descriptions for off-site improvements for a bill of sale and easements/rights of way. The Developer has obtained title insurance for Dedication. Developer has provided evidence of a Dedication Security Bond, the actual Bond and it is in order. Resolution of Acceptance of the Deed of Dedication and transfer of the Bill of Sale may be considered by the Board. Motion by Stephen Maugeri to accept Resolution 2014-02, a Resolution of the Bethel Township, Delaware County Sewer Authority accepting dedication of sewers, rights of way and easements in Phases One, Two, Three, Four and Five of the Foxfield Subdivision and transfer of public sanitation sewerage collection and conveyance facilities in the adjacent public right of way of Naamans Creek Road. Seconded by Donna Vickers. Larry introduced Kevin McLaughlin, from the Mckee Group, and two residents from Foxfield to the Board. Mr. McLaughlin thanked the Board for the opportunity to work with Larry and Walt on the dedication process. They did a very thorough job. Mr. McLaughlin stated they are very pleased to get to this point of dedicating the system to the Authority. Donna Vance asked if there were any objections. He stated no, they are ready to go. Motion by the Board to accept dedication unanimous.

**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.

**Donald Drive** – The Developer is moving forward with dedication of sanitary sewer improvements and rights of way.

**Marths's Way** -- The Developer is moving forward with dedication of sanitary sewer improvements and rights of way. Dedication documents are being prepared.

**Foulk Manor** - Larry has followed up with the Developer. Email sent to Larry, a copy of the same is in everyone's packet. He said they did close on the property. They are getting their schedule together to start the improvements. As soon as he has a start date, he would let Larry know and they would get the agreements executed and they would bring in a check for the tapping fees. Donna Vickers asked when they would get started. Walt stated it depends on the market conditions when they would begin building.

## **ENGINEER'S REPORT**

**Subdivision Dedications** -- We are currently working on the following Subdivision Dedications: Northbrook Phase 2,3, and 4, Foxfield all phases and Donald Subdivision, Creekside, Martha's Way and Linton Farm Subdivision inspection is complete and we are waiting for the Developer to comply with the Dedication requirements. Walt stated a lot of these items are getting old again. We may go out and do another punch list. Prior to dedication, we may go out to recheck and issue an updated punch list, since we had such a bad winter.

**Commercial Billing for Non Public Water Users** -- A request has been made to the Authority from a commercial property owner concerning the method of billing in place for Commercial users who are not connected to the public water system. All our commercial users are billed on water consumption. He does not have a water meter. The way the Resolution is written he is billed based upon the number of EDU's which is calculated by a Resolution that was passed by the Authority back in 1983. It is a good Resolution and a valid way to do it, however, he doesn't think it is fair, he is being billed more than he is using, he feels. He has a similar unit in Concord Township and he is saying the bill here is four times as much. Walt indicated he would bring this before the Board to see if there was something we could do concerning commercial users. One option is to have the property owner put a flow meter on his well water pump. We would then treat him as we do the other commercial users. We would have to read his meter every month and based on his consumption, he would get a bill for whatever he used. Donna Vance asked would the expense to put whatever is needed on his pump be at his expense? Larry stated putting on the meter and the expense of having it read would be his costs. Perhaps there could be some sort of flat fee to read the meter. Walt stated that maybe part of our bill would be a fee of an extra \$75.00 for administrative costs on any commercial users that have meters that need to be read by the Authority. The Board authorized the engineer and solicitor to create a resolution for presentation to the Board at next month's meeting. Larry stated it would be an amendment from the one from 1983.

## **BOARD MEMBERS REPORT** **NEWBUSINESS/UNFINISHED BUSINESS**

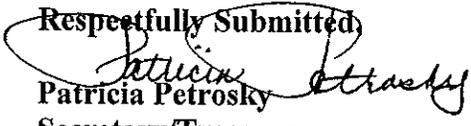
Donna Vickers asked what transpired with Mr. Johnson who came to our meeting asking for relief of a second edu that he is being billed for. Donna Vance responded Mr. Johnson decided he wanted to drop the request.

Donna Vance indicated the Board would like to do something in memory of Felicia Kendus. One of the citizens of Bethel is working on getting a bench or something of that nature. When we get the cost for it, the Board will vote on it. Everyone was in agreement.

Walt mentioned when we had the force main break on Zebley Road, around November or December of last year, we had to utilize the front yard of Lin Chen, 3756 Old Post Circle to get back in there. It is now time to fix her property. Walt indicated he would like to sod her yard. We were just in there two years ago and now we are in there again. She has given us full access and has not given us a hard time. Walt does not know the exact cost, but will get back to the Board with a price for their consideration.

**There being no further business, the meeting was adjourned at 7:26 p.m.  
on a motion by Donna Vickers. Seconded by William Litton. Unanimous.**

**Respectfully Submitted**

  
**Patricia Petrosky**  
**Secretary/Treasurer**