

**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 6, 2014.**

The meeting was called to order by Donna Vance, Chairman, 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 Vice 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 legal claims.

The meeting is being recorded for minute purposes.

MONTHLY ACTIVITY REPORTS

Motion by Donna Vickers to approve minutes of regular meeting held October 2, 2014. Seconded by Stephen Maugeri. Unanimous.

Motion by Daniel Van Wyk to approve bill list for October 2014, with the exception of revising check #5313, Southern Delaware County Sewer Authority, which will be revised and approved at this meeting. Seconded by Stephen Maugeri. Unanimous.

Motion by Donna Vickers to approve Payroll Summary prepared by Prime Pay for 9/21/2014 – 10/04/14 and 10/05/14 – 10/18/14 and 10/19/14 – 11/1/14. Seconded by Daniel Van Wyk. Unanimous.

Motion by Donna Vickers to approve the 2015 Budget for the Authority. Seconded by Daniel Van Wyk. Unanimous.

ADMINISTRATION COMMITTEE
Chairman – Vice Chairman-Secretary/Treasurer

Monthly Financial Highlights Attached

BETHEL TOWNSHIP SEWER AUTHORITY

Monthly Financial Highlights

For Period Ended October 31, 2014

	For the month Ending	Year-To-Date January 1, 2014 to
	<u>October 31, 2014</u>	<u>October 31, 2014</u>
<u>REVENUES</u>		
Sewer Rents and Other	\$ 649,640	\$ 2,181,614
Tapping Fees		48,800
Interest		17,314
		<hr/>
TOTAL REVENUES	649,640	<u>\$2,247,728</u>
TOTAL DISBURSEMENTS	<u>218,339</u>	<u>545,560</u>
NET INCOME (LOSS)	<u>\$ 431,301</u>	<u>\$1,702,168</u>

TD Master Escrow Account	245,671
TD Bank – Checking	1,041,373
TD Capital Account	1,432,079
CD – Bank Account	214,296
Total	<u>\$ 2,933,419</u>

As of 10/31/14

Sewer Rents Receivable	<u>\$ 360,615</u>
Accounts Payable	<u>\$ 357,839</u>

MAINTENANCE/CONSTRUCTION COMMITTEE

Donna Vance & Donna Vickers

Walt reported there was a problem with a manhole cover located on Garnet Mine Road that had a pothole around it. A resident called to say she hit the manhole cover and blew her tire out. Aqua took care of filling in around the cover.

SOLICITOR'S REPORT

Foxfield – Dedication work continues as to the last phase, Phase VI.

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

Northbrook Phases 2, 3 & 4 – The Developer has indicated it has completed dedication of sanitary sewer improvements and rights of way. Walt will have to confirm engineering requirements. Dedication documents are being finalized.

Donald Drive – The Developer has completed dedication of sanitary sewer improvements and rights of way. Dedication documents have been completed. We are still awaiting a letter of credit payment of reimbursables to complete dedication.

Patricia Donald – 1675 Village Avenue – Reported she spoke to Dan Gallagher about the letter of credit. He is in the process of completing this. It will be done by tomorrow or Monday.

Marthas's Way – The Developer completed dedication engineering requirements and dedication documents are being finalized.

4453 Garnet Mine Road Connection – A tapping fee and professional fee escrow has been provided to the Authority. An Inter-Municipal agreement is being prepared for Bethel Authority to service this Upper Chichester residence. Bethel Township and SDCA have approved the form of the agreement. We are waiting for Upper Chichester Township to approve the form of the agreement.

ENGINEER'S REPORT

Subdivision Dedications – We are currently working on the following Subdivision Dedications: Northbrook Phase 2,3, and 4, and Donald Subdivision. Creekside, Martha's Way and Linton Farm Subdivision inspection is complete and we are waiting

for the Developers to comply with the dedication requirements. The Donald Subdivision is 100% as far as engineering goes. Legal issues need to be completed for dedication.

Rock Creek SSO – Cleanup work has been completed. DEP and Pennsylvania Fish and Boat has inspected the work. They are okay with the work that was done. We are working with the Solicitor on information needed for the insurance claim.

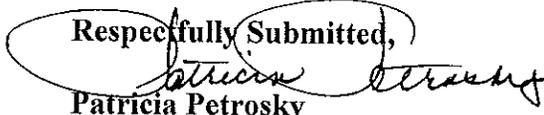
Capital Budget Update – We are working on a number of Capital items. The Authority approved a four year Capital Budget back in July. We are working on 2014 work which is basically the Zebley Road Grinder, Pyle Road Force Main mapping and some CCTV of the sanitary sewer system. Larry explained we are using due diligence and our fiduciary duty to spend the money in a deliberate and timely way.

BOARD MEMBERS REPORT
NEW BUSINESS/UNFINISHED BUSINESS

Motion by Donna Vickers to adjust the check for Southern Delaware County Sewer Authority to minus \$7,060.45. With this adjustment a motion to approve the bill list by Donna Vickers. Seconded by Stephen Maugeri. Unanimous.

There being no further business, the meeting was adjourned at 7:20 p.m. on a motion by Daniel Van Wyk. Seconded by William Litton. Unanimous.

Respectfully Submitted,


Patricia Petrosky
Secretary/Treasurer