

**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 JULY 7, 2015.**

The meeting was called to order by Donna Vance, Chairperson, at 7:00 p.m.. Those present were Donna Vickers, Vice Chairperson, Daniel Van Wyk, Board Member, Kimberly Easter, Board Member, Stephen Maugeri, Board Member, Laurence L. Smith, Solicitor, Walter Fazler, Engineer. Board of Supervisor's Liaison, John Camero was present at the meeting. There being a quorum present, the Chairperson declared that the meeting was ready to proceed with business. Pledge of Allegiance given at this time.

The meeting is being recorded for minute purposes.

The Chairperson announced there was an Executive Session prior to this meeting to discuss matters of potential litigation.

**MONTHLY ACTIVITY REPORTS**

Motion by Stephen Maugeri to approve minutes of regular meeting held June 4, 2015. Seconded by Daniel Van Wyk. Unanimous.

Motion by Stephen Maugeri to approve bill list for June 2015. Seconded by Donna Vickers. Unanimous.

Motion by Kimberly Easter to approve Payroll Summary prepared by Prime Pay for 5/31/2015 –6/13/2015 and 6/14/2015 – 6/27/2015 . Seconded by Stephen Maugeri. Unanimous.

**ADMINISTRATION COMMITTEE**

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

**Monthly Financial Highlights Attached**

Donna Vance reported there was a problem with the folding machine, it would not operate properly. Neopost is to reinstall the program which should eliminate the problems we were having with the machine.

Neopost also has a certified mail program where everything is done electronically. They are preparing information to present to the Board.

**BETHEL TOWNSHIP SEWER AUTHORITY**

**Cash Receipts And Disbursements Report**

**For Period Ending June 30, 2015**

	<b><u>For the month</u></b> <b><u>June 30, 2015</u></b>	<b><u>YTD</u></b> <b><u>Jan-June</u></b>
Cash receipts received from residential customers \$	7,998.35	\$ 921,594.49
Cash receipts received from commercial customers	-	42,561.31
Cash receipts from tapping fees	-	18,300.00
Cash receipts received from finance & interest charges	972.90	16,179.65
Investment income		51.49
<b>Total revenue received</b>	<b><u>8,971.25</u></b>	<b><u>998,686.94</u></b>
Payments paid to vendors	39,405.63	225,417.01
Payment paid to employees	3,213.54	39,418.68
Payment paid for sewage treatment	-	580,348.46
Payment paid for debt service (interest expense)	2,811.64	17,317.04
<b>Total expense paid</b>	<b><u>45,430.81</u></b>	<b><u>862,501.19</u></b>
Net Income (loss)	<b><u>\$ (36,459.56)</u></b>	<b><u>\$ 136,185.75</u></b>

*Cash balance as of May 31, 2015*

TD Checking Account	\$ 880,788.06
TD Capital Account	1,392,497.00
	<b>2,273,285.06</b>
Net Income (loss) for the month of June 30, 2015	<b><u>(36,459.56)</u></b>
	<b><u>2,236,825.50</u></b>

*Cash balance as of 6/30/15*

TD Checking Acct \$	851,852.10
TD Capital Acct	<b><u>1,384,973.40</u></b>
	<b><u>\$ 2,236,825.50</u></b>

*Total other cash balances as of June 30, 2015*

TD Master Escrow	\$ 141,565.90
TD Bond Reserve Account	214,296.42
	<b><u>\$ 355,862.32</u></b>

**MAINTENANCE/CONSTRUCTION COMMITTEE**

**Donna Vickers & Daniel Van Wyk**

Dan reported that with the heavy rains there were a couple of pump problems at the pump stations which were taken care of. We also had a problem with a broken force main in the Northbrook Subdivision which has been repaired.

**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 is completing dedication of sanitary sewer improvements and rights of way. Dedication documents are being finalized.

**DEP** – A satisfactory resolution of this matter has been reached. A motion is necessary to have the Chairperson sign the CACP Agreement. A motion was made by Stephen Maugeri to authorize the Chairperson to sign the CACP Agreement. Seconded by Kimberly Easter. Unanimous.

**ENGINEER'S REPORT**

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

**Capital Projects Update** – We are in the process of finalizing the 2015 CCTV Project Bid Specifications and will advertise them this month. Expected Bid Award will be at the Authority's August Meeting. Additionally, we are working on the Zebley Road Pump Station replacement project. The shop drawings for the new pump were approved. We are still waiting on a delivery date for the pump.

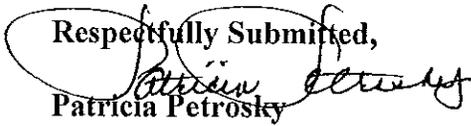
**Northbrook SSO** – A broken force main was discovered behind the home at 1273 Brookstone Drive. The force main was repaired by Aqua Wastewater Management. The only thing left to do is the restoration of the yard and the easement behind the home of 1273 Brookstone. The cause of the break is unknown. A crack formed in the bell end of one pipe.

**BOARD MEMBERS REPORT**

**NEW BUSINESS/UNFINISHED BUSINESS**

There being no further business, the meeting was adjourned at 7:08 p.m. on a motion by Donna Vickers. Seconded by Kimberly Easter. Unanimous.

Respectfully Submitted,

  
Patricia Petrosky  
Secretary/Treasurer