

**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 5, 2015.**

The meeting was called to order by Vice Chairperson Donna Vickers at 7:00 p.m.. Those present were Daniel Van Wyk, Board Member, Stephen Maugeri, Board Member, Kimberly Easter, Board Member, Laurence L. Smith, Solicitor, Walter Fazler, Engineer. 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 Vice 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 October 1, 2015. Seconded by Kimberly Easter. Unanimous.

Motion by Kimberly Easter to approve bill list for October 2015. Seconded by Daniel Van Wyk. Unanimous.

Motion by Stephen Maugeri to approve Payroll Summary prepared by Prime Pay for 9/20/2015 – 10/03/2015 and 10/04/2015 – 10/17/2015. Seconded by Daniel Van Wyke. Unanimous.

ADMINISTRATION COMMITTEE
Chairman – Vice Chairman-Secretary/Treasurer
Monthly Financial Highlights Attached
No report

MAINTENANCE/CONSTRUCTION COMMITTEE

Donna Vickers & Daniel Van Wyk

Daniel Van Wyke reported there was a cracked fuel line on the Zebley Road generator. We received two proposals from Premium Power Services. One in the amount of \$234.00 to supply and install a new fuel supply check valve and hose for the Zebley Road PS generator, and \$2,787.00 for repairs to the generator at the Chartwell Pump Station. Daniel made a motion to accept the two proposals and have the work completed. Seconded by Kimberly Easter. Unanimous.

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.

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.

2015 CCTV Project – Notice to Proceed was issued. Work has started on the project. The initial CCTV portion is expected to last 90 days. Everything is going well with the job. Once the CCTV work is done, all videos will be reviewed and a list will be provided for all repairs. Will keep the Board up to date on a monthly basis.

BOARD MEMBERS REPORT

Daniel Van Wyk mention the letter received from the Delaware resident wanting to connect to our public sewers and wanted to know if we had to do anything. Walt is concerned about the other properties in that area who may want to connect, and feels the right way to do it, is to plan it out and know how the rest of these properties in this area would get sewerred, if they wanted to. It is really not our responsibility to do this, it is New Castle's. The feeling is the Delaware resident is not getting any help from New Castle. Walt suggested a letter may be in order to New Castle to make the request. If New Castle says no, perhaps we could then let them know this is poor planning. This may push New Castle to realize there is a problem here and it should be fixed. If they come back and say no, then we would let them know this resident would be the only connection, no one else would be permitted. If anyone else would come and ask to

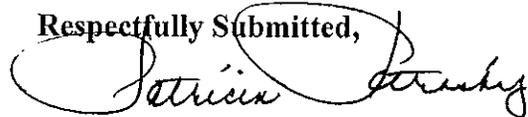
connect, we would let them know we tried to talk them into it. Daniel suggested Walt contact New Castle to let them know we have been contacted by a Delaware resident about connecting into our public sewer system and asking them what is their position on this. Everyone was in agreement with this. Walt will contact New Castle.

NEW BUSINESS/UNFINISHED BUSINESS

The Board received a letter from a Bethel resident, Account #0137, asking the Board to reduce his fines, interest and late fees on his account. He is attempting to pay his debt down. Everyone is in agreement that a letter is to be written to the resident stating it is and has been our policy not to forgive these charges.

There being no further business, the meeting was adjourned at 7:15 p.m. on a motion by Daniel Van Wyk. Seconded by Kimberly Easter. Unanimous.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Patricia Petrosky". The signature is written in black ink and is positioned above the printed name and title.

**Patricia Petrosky
Secretary/Treasurer**

BETHEL TOWNSHIP SEWER AUTHORITY

Cash Receipts And Disbursements Report

For Period Ending October 31, 2015

	For the month October 31, 2015	YTD Jan-Oct.
Cash receipts received from residential customers	\$ 308,820.59	\$2,503,102.94
Cash receipts received from commercial customers	25,231.85	168,595.24
Cash receipts from tapping fees	-	18,300.00
Cash receipts received from finance & interest charges	5,079.49	38,074.55
Investment income	-	86.21
Total revenue received	<u>339,131.93</u>	<u>2,728,158.94</u>
Payments paid to vendors	85,367.71	474,176.72
Payment paid to employees	3,280.20	68,451.96
Payment paid for sewage treatment	-	887,446.97
Payment paid for debt service (interest expense)	2,811.64	28,563.60
Total expense paid	<u>91,459.55</u>	<u>1,458,639.25</u>
Net Income (loss)	<u>\$ 247,672.38</u>	<u>1,269,519.69</u>

Cash balance as of September 30, 2015

TD Checking Account	\$ 899,209.64
TD Capital Account	<u>1,380,807.57</u>
	2,280,017.21
Net Income (loss) for the month of September 30, 2015	<u>247,672.38</u>
	<u>2,527,689.59</u>

Cash balance as of 10/31//15

TD Checking Acct	\$ 1,212,208.52
TD Capital Acct	<u>1,315,481.07</u>
	<u>\$ 2,527,689.59</u>

Total other cash balances as of October 31, 2015

TD Master Escrow	\$ 137,158.15
TD Bond Reserve Account	<u>214,296.42</u>
	<u>\$ 351,454.57</u>