

**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 FEBRUARY 4, 2016.**

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, Stephen Maugeri, Board Member, Kimberly Easter, Board Member, Laurence L. Smith, Solicitor, Walter Fazler, Engineer. Board of Supervisor's Liaison, Alex Giribaldi 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 Kimberly Easter to approve minutes of regular meeting held January 7, 2016. Seconded by Stephen Maugeri. Unanimous.

Motion by Stephen Maugeri to approve bill list for January 2016. Seconded by Daniel Van Wyk. Unanimous.

Motion by Donna Vickers to approve Payroll Summary prepared by Prime Pay for 12/27/2015 – 1/9/2016 and 1/10/2016 – 1/23/2016. Seconded by Kimberly Easter. Unanimous.

ADMINISTRATION COMMITTEE

Chairman – Vice Chairman-Secretary/Treasurer

Monthly Financial Highlights Attached

No Report

MAINTENANCE/CONSTRUCTION COMMITTEE

Donna Vickers & Daniel Van Wyk

No Report

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.

Linton Farm - Attempting to get development of what will be **Linton Farm I** because **Linton Farm II** is coming up for planning approval.

Northbrook Phases 2,3,& 4 – The Developer is completing dedication of sanitary sewer improvements and rights of way. Looks like this will be ready in April.

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 - The initial CCTV work is complete. Reviewing 70,000 feet of sewer lines and repairs. Overall the sewer system looks good. There are some problems. The Sharon Subdivision is in pretty bad shape. This is the oldest sewer in the system and there is significant work to be done there. Once we have the list together, we will forward to the contractor and they will go out and do the repairs.

Easement Clearing – There are several sewer easements that need to be cleared to allow proper access and operation and maintenance to the sewer system. We would like to begin this process starting this year. The first section is from Larkin Road to Goodley Road. Estimate cost to perform the work is \$15,000 to \$18,000. We will need authorization from the Board to begin this work. Motion by Donna Vickers to authorize the engineer to begin work on the easement clearing. Seconded by Daniel Van Wyk. Unanimous.

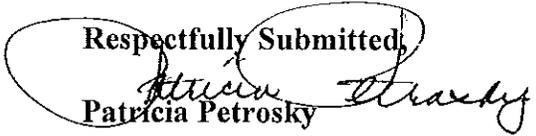
BOARD MEMBERS REPORT

Donna Vickers read an article in the **Authority** magazine regarding the Authority's financials. The article states that a concise financial statement be published annually, at least once in a newspaper of general circulation in the municipality where the principal office of the Authority is located. Larry recommended the Accountant and the Auditor place the advertisement of the financials in the Garnet Valley Press. The Board agreed this should be done and asked the secretary to contact the accountant's office about publishing our 2015 financials.

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

BETHEL TOWNSHIP SEWER AUTHORITY

Cash Receipts And Disbursements Report

For Period Ending January 31, 2016

	<u>For the month</u> <u>January 31, 2016</u>	<u>YTD</u> <u>Jan.</u>
Cash receipts received from residential customers \$	390,086.15	-
Cash receipts received from commercial customers	33,863.56	-
Cash receipts from tapping fees	-	-
Cash receipts received from finance & interest charges	4,355.27	-
Investment income	-	-
Total revenue received	<u>428,304.98</u>	<u>-</u>
Payments paid to vendors	32,523.47	-
Payment paid to employees	6,493.74	-
Payment paid for sewage treatment	-	-
Payment paid for debt service (interest expense)	2,681.23	-
Total expense paid	<u>41,698.44</u>	<u>-</u>
Net Income (loss)	<u>\$ 386,606.54</u>	<u>-</u>
<i>Cash balance as of December 31, 2015</i>		
TD Checking Account	\$ 908,478.61	
TD Capital Account	<u>1,303,382.37</u>	
	2,211,860.98	
Net Income (loss) for the month of January 31, 2016	<u>386,606.54</u>	
	<u>\$ 2,598,467.52</u>	
	Ending Cash balance as of 1/31/16	
	TD Checking Acct \$ 1,302,969.73	
	TD Capital Acct <u>1,295,497.79</u>	
	<u>\$ 2,598,467.52</u>	
<i>Total other cash balances as of January 31, 2016</i>		
TD Master Escrow	\$ 137,209.42	
TD Bond Reserve Account	<u>214,296.42</u>	
	<u>\$ 351,505.84</u>	