BETHEL TOWNSHIP, DELAWARE COUNTY
SEWER AUTHORITY
1082 Bethel Road • Garnet Valley, PA 19060
Phone: 610-358-5893 FAX: 610-358-9101

RECORD OF MINUTES

Minutes of the Regular Meeting of the BETHEL TOWNSHIP DELAWARE COUNTY SEWER AUTHORITY APRIL 7, 2016.

The meeting was called to order by Donna Vance, Chairperson, at 7:00 p.m.. Those present were Daniel Van Wyk, Board Member, Stephen Maugeri, Board Member, Kimberly Easter, Walter Fazler, Engineer, Laurence L. Smith, Solicitor. 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 Stephen Maugeri to approve minutes of regular meeting held March 3, 2016. Seconded by Danile Van Wyk. Unanimous.

Motion by Kimberly Easter to approve bill list for March 2016. Seconded by Stephen Maugeri. Unanimous.

Motion by Stephen Maugeri to approve Payroll Summary prepared by Prime Pay for 2/21/2016-3/5/2016 and 3/06/2016 - 3/19/2016 . Seconded by Daniel Van Wyk. Unanimous.

ADMINISTRATION COMMITTEE

Chairman - Vice Chairman-Secretary/Treasurer
Monthly Financial Highlights Attached

Donna Vance informed everyone, a new scanner was purchased for the office. The scanner on our copier failed.
We had major problems with the office computers. Donna called in Hanger and Associates to assess and fix the problems. Malware and viruses appeared on the equipment, as well as no firewalls and no outside backup system. We have asked Mr. Hanger to look into other avenues for the Authority to keep the records safe. Daniel Van Wyk added that Lee Hanger is very computer savvy and is what we need to take care of our computers.

MAINTENANCE/CONSTRUCTION COMMITTEE
Donna Vickers & Daniel Van Wyk

Walt reported there was a very minor SSO at the Pyle Road pump station. The spill was very little. Aqua was there and took care of the issue. A report was sent to DEP. Have not heard anything from them. Walt stated they found enough wipes to fill two contractor size garbage bags of wipes in the sewer along with a mop head. The rags start intertwining and got into the suction pipe. Donna suggested putting verbiage on the sewer statements asking the residents to please not flush wipes. There was a discussion of what could be done as far as a notice for the customers. Donna Vance would get something together and send it to the Board. We are hoping to have the insert ready for our next billing.

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, perhaps at our April 2016 meeting.

ENGINEER'S REPORT

Subdivision Dedications - We are currently working on the following subdivision dedications: Northbrook Phase 2, 3 and 4, Creekside. 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 100% complete. We are about 80% through them looking for problems. Sharon subdivision has quite a bit of problems that we will have to remediate.

Daniel Van Wyk brought up the capital improvement money that needs to be used for repairs. Walt stated we are using our capital monies for these repairs that will all be capitalized.

BOARD MEMBERS REPORT
NEW BUSINESS/UNFINISHED BUSINESS

There being no further business, the meeting was adjourned at 7:19 p.m. on a motion by Stephen Maugeri. Seconded by Kimberly Easter. Unanimous.

Respectfully Submitted,

Patricia Petrosky

Patricia Petrosky
Secretary/Treasurer

BETHEL TOWNSHIP SEWER AUTHORITY

Cash Receipts And Disbursements Report
For Period Ending March 31, 2016

	For the month March 31, 2016	YTD March
Cash receipts received from residential customers $	21,406.33	477,037.84
Cash receipts received from commercial customers	710.64	35,296.72
Cash receipts from tapping fees	6,100.00	6,100.00
Cash receipts received from finance & interest charges	3,761.42	12,787.40
Investment income	-	17.45
Total revenue received	31,978.39	531,239.41
Payments paid to vendors	11,730.95	209,556.08
Payment paid to employees	6,610.39	19,644.93
Payment paid for sewage treatment	-	271,220.00
Payment paid for debt service (interest expense	2,681.23	8,043.69
Total expense paid	21,022.57	508,464.70
Net Income (loss)	$ 10,955.82	22,774.71

Cash balance as of February 29, 2016	
TD Checking Account	$ 1,064,253.13
TD Capital Account	1,179,353.42
	2,243,606.55
Net Income (loss) for the month of March 31,2016	10,955.82
	$ 2,254,562.37

Ending Cash balance as of 3/31//16

TD Checking Acct $	1,084,053.60
TD Capital Acct	1,170,526.77
$	2,254,562.37

Total other cash balances as of March 31, 2016	
TD Master Escrow	$ 137,244.30
TD Bond Reserve Account	214,296.42
	$ 351,540.72