

**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 MAY 5, 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, 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 Stephen Maugeri to approve minutes of regular meeting held April 7, 2016. Seconded by Daniel Van Wyk. Unanimous.

Motion by Kimberly Easter to approve bill list for April 2016. Seconded by Donna Vickers. Unanimous.

Motion by Daniel Van Wyk to approve Payroll Summary prepared by Prime Pay for 3/20/2016-4/2/2016 and 4/03/2016 - 4/16/2016 . Seconded by Stephen Maugeri. Unanimous.

**ADMINISTRATION COMMITTEE**

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

**Monthly Financial Highlights Attached**

The Chairman asked for a motion to approve a check in the amount of \$2,500 as payment to the Fish and Boat Commission for a previous SSO at Rock Creek. Kimberly Easter made a motion to accept a check in the amount of \$2,500 for the Fish and Boat Commission. Seconded by Daniel Van Wyk. Unanimous.

Computer backup system and a firm that would come in whenever needed. The Chairman asked for a motion to approve the backup services not to exceed \$2,700 and consulting services when needed. Motion by Stephen Maugeri to accept the computer backup system services not to exceed \$2,700 and consulting services when needed. Seconded by Daniel Van Wyk. Unanimous.

**MAINTENANCE/CONSTRUCTION COMMITTEE**

**Donna Vickers & Daniel Van Wyk**

### **SOLICITOR'S REPORT**

In the absence of Laurence L. Smith, Donna Vance read the 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.

Insurance - The Chairman asked for a motion to renew Authority's insurance as specified. Motion by Donna Vickers to renew the Authority's insurance. 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. Linton Farm Subdivision inspection is complete and we are waiting for the Developer to comply with the dedication requirements.

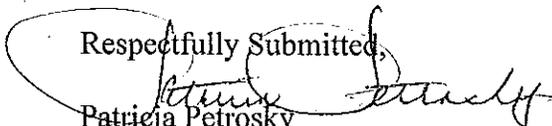
2015 CCTV Project - The initial CCTV work is 100% complete. We reviewed all of the videos and have a list that we will be giving to the contractor to make repairs. There will be a copy of the list in everyone's packet next month. Daniel Van Wyk asked if there was any way to coordinate with the Township when the repairs are going to be done, in case any of the roads are going to be worked on so the road will only have to be torn up once. Walt will let Matt Houtman know and try to coordinate it with him.

### **BOARD MEMBERS REPORT NEW BUSINESS/UNFINISHED BUSINESS**

The Board discussed potential format changes to the quarterly statements, as well as continued use of the check deposit machine.

There being no further business, the meeting was adjourned at 7:30 p.m. on a motion by Donna Vickers. Seconded by Stephen Maugeri. Unanimous.

Respectfully Submitted,

  
Patricia Petrosky

Secretary/Treasurer

**BETHEL TOWNSHIP SEWER AUTHORITY**

**Cash Receipts And Disbursements Report**  
**For Period Ending April 30, 2016**

	For the month April 30, 2016	YTD March
Cash receipts received from residential customers \$	336,272.96	813,431.88
Cash receipts received from commercial customers	21,598.64	56,895.36
Cash receipts from tapping fees	-	6,100.00
Cash receipts received from finance & interest charges	3,694.93	16,482.33
Investment income	-	17.45
Total revenue received	<u>361,566.53</u>	<u>892,927.02</u>
Payments paid to vendors	269,551.82	383,896.32
Payment paid to employees	6,493.74	26,258.21
Payment paid for sewage treatment	-	271,220.42
Payment paid for debt service (interest expense)	2,681.23	10,724.92
Total expense paid	<u>278,726.79</u>	<u>692,099.87</u>
Net Income (loss)	<u>\$ 82,839.74</u>	<u>200,827.15</u>
Cash balance as of March 31, 2016		
TD Checking Account	\$ 1,084,035.60	
TD Capital Account	<u>1,170,526.77</u>	
	<u>2,254,562.37</u>	
Net Income (loss) for the month of April 30,2016	82,839.74	
	<u>\$ 2,337,402.11</u>	
	Ending Cash balance as of 4/30//16	
	TD Checking Acct \$ 1,320,706.86	
	TD Capital Acct <u>1,016,695.25</u>	
	<u>\$ 2,337,402.11</u>	
Total other cash balances as of March 31, 2016		
TD Master Escrow	\$ 137,260.64	
TD Bond Reserve Account	<u>214,296.42</u>	
	<u>\$ 351,557.06</u>	