

**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 OCTOBER 6, 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 Stephen Maugeri to approve minutes of regular meeting held September 1, 2016. Seconded by Daniel Van Wyk. Unanimous.

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

Motion by Donna Vickers to approve Payroll Summary prepared by Prime Pay for 8/21/2016-9/03/2016 and 9/04/2016 - 9/17/2016. Seconded by Kimberly Easter. Unanimous.

ADMINISTRATION COMMITTEE

Chairman - Vice Chairman-Secretary/Treasurer

Monthly Financial Highlights Attached

Office Equipment - Motion by Stephen Maugeri to accept Hanger & Associates Proposal for New Office Equipment and Proposal for Remote Computer Monitoring/Patch Management. Seconded by Donna Vickers. Unanimous.

MAINTENANCE/CONSTRUCTION COMMITTEE

Donna Vickers & Daniel Van Wyk

Renewal for Generator Maintenance - Motion by Donna Vickers to accept the Annual Generator Maintenance Renewal from Premium Power Services, LLC. 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.

Insurance Policy Documents - The Authority has received and Larry has reviewed policy documents for auto, property liability and public officials and employment liability coverages. Everything is in order.

ENGINEER'S REPORT

Subdivision Dedications - We are currently working on the following subdivision dedications: 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 complete. The contractor is actively working on the repairs to the system. In-place repairs are complete. Dig up repairs were started this week. Notices were sent out to all residents in the area.

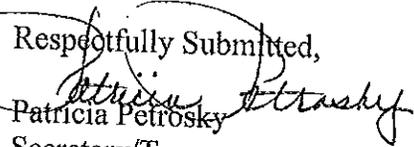
Zebley Road PS Upgrade Project - The contract has been awarded and contracts have been signed. We are in the shop drawing review phase at this point. Work should begin in the next few weeks and should be completed by the end of the year.

BOARD MEMBERS REPORT

NEW BUSINESS/UNFINISHED BUSINESS

There being no further business, the meeting was adjourned at 7:05 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 September 30, 2016

	For the month September 30, 2016	YTD September
Cash receipts received from residential customers \$	19,717.15	1,396,950.63
Cash receipts received from commercial customers	-	88,476.04
Cash receipts from tapping fees	-	6,100.00
Cash receipts received from finance & interest charges	3,837.30	30,098.19
Investment income	-	17.45
Total revenue received	<u>23,554.45</u>	<u>1,521,642.31</u>
Payments paid to vendors	14,577.40	618,495.48
Payment paid to employees	6,293.76	62,084.04
Payment paid for sewage treatment	-	836,350.37
Payment paid for debt service (interest expense)	-	20,991.16
Total expense paid	<u>20,871.16</u>	<u>1,537,921.05</u>
Net Income (loss)	<u>\$ 2,683.29</u>	<u>(16,278.74)</u>
Cash balance as of August 31, 2016		
TD Checking Account	\$ 1,154,546.92	
TD Capital Account	<u>984,002.88</u>	
	2,138,549.80	
Net Income (loss) for the month of September 30, 2016	<u>2,683.29</u>	
	<u>\$ 2,141,233.09</u>	
		Ending Cash balance as of 8/31//16
		TD Checking Acct \$ 1,171,390.88
		TD Capital Acct <u>969,842.21</u>
		<u>\$ 2,141,233.09</u>
Total other cash balances as of September 30, 2016		
TD Master Escrow	\$ 137,346.71	
TD Bond Reserve Account	<u>214,296.42</u>	
	<u>\$ 351,643.13</u>	