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 NOVEMBER 3, 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, 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 October 6, 2016. Seconded by Daniel Van Wyk. Unanimous.

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

Motion by Daniel Van Wyk to approve Payroll Summary prepared by Prime Pay for 9/18/2016-10/01/2016 and 10/02/2016 - 10/15/2016 . Seconded by Kimberly Easter. Unanimous.

ADMINISTRATION COMMITTEE

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

Donna Vance reported we are moving forward with getting a new computer for the office.
Stephen Maugeri asked about the backup for the office. Donna stated that Lee Hanger, our IT person will be handling this. He was waiting for permission from the Township, which he has received, to use the backup. Lee is going to see if it can be used. It may be too old to tie into our system, but he is going to try that first.

MAINTENANCE/CONSTRUCTION COMMITTEE
Donna Vickers & Daniel Van Wyk

Daniel Van Wyk reported the Board had received a proposal from Premium Power Services, LLC, for repairs to generators at three locations. Motion by Daniel Van Wyk to accept the proposal from Premium Power Services, LLC for the repairs outlined on the proposal only. Seconded by Stephen Maugeri. 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 Umbrella and Commercial Liability coverages.

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. Dig up repairs are ongoing. The homeowners have been notified of the work to be done. All of the in-place repairs are complete. We are reviewing the bills and will have something for the Board next month on final payment for Video Pipe Services.

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 is scheduled to begin in the next two weeks. Waiting on shop drawings for the grinder to come in. If all is in order work would be completed.

Aqua Proposal for Collections System Manhole Repairs - This is an estimate of work that needs to be done. The Road Master for the Township came to the Authority to say there are forty four manholes that are sitting a bit high above the road. When they plow the roads the plows hit them. There is material that can be put down which will feather up the road so when the plows come along they ride up over the manhole. There are forty manholes we want to put the protectors on and there are four that need to be reset. The pavement is damaged and the castings are bad. We want to replace the whole casting and raise the manhole. The estimate is about $26,332.00. This does not have to be bid, it has already been bid in our maintenance contract with Aqua. Daniel Van Wyk made a motion to authorize these repairs in accordance with our contract. Seconded by

Kimberly Easter. Stephen Maugeri suggested putting a cap on the cost. Daniel Van Wyk withdrew his motion to authorize these repairs. Stephen Maugeri made a motion to authorize these repairs, not to exceed $26,332.00. Seconded by Daniel Van Wyk. Unanimous.

BOARD MEMBERS REPORT

NEW BUSINESS/UNFINISHED BUSINESS

There being no further business, the meeting was adjourned at 7:11 p.m. on a motion by Kimberly Easter. Seconded by Stephen Maurgeri. Unanimous.

Respectfully Submitted,

Patricia Petrosky

Patricia Petrosky
Secretary/Treasurer

BETHEL TOWNSHIP SEWER AUTHORITY

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

	For the month October 31, 2016	YTD October
Cash receipts received from residential customers $	286,747.96	1,816,390.62
Cash receipts received from commercial customers	16,034.34	104,510.38
Cash receipts from tapping fees	-	6,100.00
Cash receipts received from finance & interest charges	7,625.78	37,723.97
Investment income	-	17.45
Total revenue received	310,408.08	1,964,742.42
Payments paid to vendors	23,684.04	642,179.52
Payment paid to employees	6,467.07	68,678.03
Payment paid for sewage treatment	-	836,350.37
Payment paid for debt service (interest expense	2,566.56	26,124.28
Total expense paid	32,717.67	1,573,332.20
Net Income (loss)	$ 277,690.41	391,410.22

Cash balance as of September 30, 2016	
TD Checking Account	$ 1,171,390.88
TD Capital Account	969,842.21
	2,141,233.09
Net Income (loss) for the month of October 31,2016	277,690.41
	$ 2,418,923.50

Ending Cash balance as of 10/31//16	
TD Checking Acct	$ 1,454,825.33
TD Capital Acct	964,098.17
	$ 2,418,923.50

Total other cash balances as of September 30,2016	
TD Master Escrow	$ 137,364.15
TD Bond Reserve Account	214,296.42
	$ 351,660.57