

Approved Minutes

3/4/11

**BETHEL TOWNSHIP, DELAWARE COUNTY
SEWER AUTHORITY**

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PROVISIONAL RECORD OF MINUTES

(Subject To Revision and Approval At Next Regular Board Meeting)

Minutes of the regular meeting of the **BETHEL TOWNSHIP DELAWARE COUNTY
SEWER AUTHORITY FEBRUARY 3, 2011.**

The regular meeting was called to order by Felicia Kendus, Chairman at 7:00 p.m.. Those present were Paul Ware, Vice Chairman, Rob Sykes, Board Member, Donna Vance, Board Member, Donna Vickers, Board Member, Patricia Petrosky, Secretary-Treasurer, Laurence L. Smith, Solicitor and Walter Fazler, Engineer. There being a quorum present, the Chairman declared that the meeting was ready to proceed with business. Pledge of Allegiance given at this time.

The Chairman announced the meeting is being recorded for the purpose of taking minutes.

An Executive Session was held prior to our meeting tonight to discuss matters of potential litigation.

MONTHLY ACTIVITY REPORTS

Motion by Paul Ware to approve minutes of regular meeting held January 6, 2011. Seconded by Donna Vance. Unanimous.

Motion by Donna Vickers to approve Financial Statement for January 2011. Seconded by Donna Vance. Unanimous.

ADMINISTRATION COMMITTEE

Chairman - Vice Chairman - Secretary/Treasurer

Paul Ware read our Financial Report for January 2011- **Receipts** - Sewer Rents & Other - \$301,880 Month to Date - \$301,880 - Year to Date - Tapping Fees - \$-0- Month to Date - \$-0- Year to Date - Interest \$484 Month to Date - \$484 Year to Date - **Total Receipts** - \$302,364 Month to Date - \$302,364 - Year to Date - **Disbursements** - (\$59,182 Month to Date - (\$59,182) Year to Date **Net Cash Receipts (Disbursements)** \$243,182 Month to Date - \$243,182 Year to Date - **Cash at Beginning of Month** \$550,523 Month to Date - \$550,523 Year to Date - **Cash at End of Month** - \$793,705 Month to Date - \$793,705 Year to Date - **Sewer Rents Receivable as of 1/31/2011** - \$159,674 - **Accounts Payable** \$291,800 **Operating Cash Account** \$481,992 - **Cash CD Account** \$311,713 - **Total** \$793,705

MAINTENANCE /CONSTRUCTION COMMITTEE

Rob Sykes & Donna Vance

Rob reported there was a break in the line on Concord Road. We suspect that it was caused by Chester Water Authority when they were doing some of their work in that area. The break has been repaired.

SOLICITOR'S REPORT

Foxfield - The developer has indicated that it intends to move forward with dedication of sanitary sewer improvements and rights of way. An update will be provided to the Board as the process moves forward.

Walt reported he has not heard from Foxfield.

Delinquent Sewer Rents - Collection efforts including water shut off notices and small claims suits continue.

Insurance - A motion is necessary to authorize the Administration Committee to seek bids or proposals for Authority insurance policies for the period of May 2011 to May 2012, potentially before the May 2011 date if deemed necessary by the Board. Paul Ware made a motion to authorize the Administration Committee to proceed with seeking bids. Seconded by Rob Sykes. Unanimous.

ENGINEER'S REPORT

Belmont Subdivision - Escrow Release #5 for Belmont Phase I has been submitted in the amount of \$16,000. The Authority customarily leaves the MPC and 15% of the engineering fees in place until dedication of the sewer system. Accordingly, recommend release of \$15,092.14, leaving a balance of \$40,561.82. Motion by Paul Ware to release Escrow Release #5 in the amount of \$15,092.14, leaving a balance of \$40,561.82. Seconded by Donna Vance. Unanimous.

Escrow Release #7 for Belmont Phase 2 has been submitted in the amount of \$5,496.61. Again, the Authority customarily leaves the MPC and 15% of the engineering fees in place until dedication of the sewer system. Accordingly, recommend release of \$4,465.68, leaving a balance of \$39,741.19. Motion by Donna Vickers to release Escrow Release #7 in the amount of \$4,465.68, leaving a balance of \$39,741.19. Seconded by Donna Vance. Unanimous.

Concord Road Low Pressure Emergency - A couple of weeks ago a resident called to report water running down the side of Concord Road. The site of the complaint was inspected. It was found to be the low pressure force main on Concord Road was leaking. The Authority's maintenance contractor was called in. When it was dug up the leak wasn't occurring in the portion where it was coming through the ground. Traveled back down Concord Road, approximately 30' before we got to the area where the leak was occurring. Once we got to that point, we noticed there was a freshly restored trench in that area, where water service had been installed for the house on the corner of Concord and Foulk Road.. Very close to this water service were two repair couplings that were installed on our force main. The line was broken and the repair was made. We did not receive a call when the repair was done. We can only speculate

that it was done by the water company. We made the repair with proper couplings and came back the next day to do final restoration.

Rob Sykes recommended a copy of tonight's minutes be sent to the water company giving them a heads up. Larry will take care of sending this.

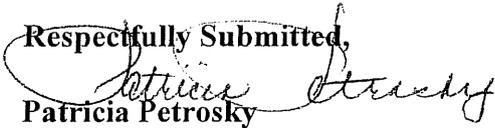
Southern Delaware County Authority - Received a call from the SDCA Engineer asking for a current map of the Bethel Township Sewer Authority sewer system. A map was provided and Walt inquired about the reason. Southern is doing a flow study and will be measuring the flow from Bethel Township Sewer Authority connection points. Recommend the Authority request copies of the reports when they become available.

BOARD MEMBERS REPORT
NEW BUSINESS/UNFINISHED BUSINESS

Lou Torrieri, 1066 Green Glen Drive - Just wanted to remind the Board that next week the start of our new Bethel Township website will be announced .

There being no further business, the meeting was adjourned at 7:16p.m. on a motion by Felicia Kendus . Seconded by Paul Ware. Unanimous.

Respectfully Submitted,


Patricia Petrosky

Secretary/Treasurer