

**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 SEPTEMBER 5, 2019.**

The meeting was called to order by Donna Vance, Chairperson at 7:00 p.m. Those present were, Donna L. Vickers, Vice Chairperson, Daniel Van Wyk, Board Member, Kimberly Easter, Board Member, William Litton, Board Member, Laurence L. Smith, Solicitor. In Walt Fazler's absence, Bradley Stuart from Bradford Engineers did the Engineer's report. Board of Supervisor's Liaison, Michael Schneider 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 stated there was an Executive Session held prior to this meeting.

Motion by Donna Vickers to approve minutes of regular meeting held August 1, 2019. Seconded by Kimberly Easter. Unanimous.

Motion by Kimberly Easter to approve bill list for August 2019. Seconded by William Litton. Unanimous.

Motion by Donna Vickers to approve Payroll Summary prepared by Prime Pay for 07/21/2019 - 08/03/2019 - 08/04/2019 - 08/17/2019. Seconded by Daniel Van Wyk. Unanimous.

ADMINISTRATION COMMITTEE

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

Donna Vance will check with our IT person about the new computer.

MAINTENANCE/CONSTRUCTION COMMITTEE

Kimberly Easter & Daniel Van Wyk

Daniel Van Wyk reported there was a report of an exposed pipe behind Hills @ Bethel. The pipe does not belong to the Authority, therefore it is not our issue.

SOLICITOR'S REPORT

Foxfield – Dedication work continues as to the last phase, Phase VI.

Creekside Run & Linton Farm, Belmont– The Developer is moving forward with dedication of sanitary sewer improvements and rights of way.

Belmont Phases I and II – Dedication tasks are nearly completed with as-built plans and right of way legal descriptions still outstanding; the adoption of a resolution accepting a Deed of Dedication awaits the completion of these items. Larry stated Walt had mentioned in his report they are reviewing as-built plans and legal descriptions.

New Castle County – An agreement is being prepared concerning billing issues.

ENGINEER'S REPORT

Bradley Stuart reported the following for Walter Fazler

Subdivision Dedications – We are currently working on the following Subdivision dedications: Creekside, Foxfield and Linton Farm Subdivision inspection is complete. We are waiting for the Developer to comply with the dedication requirements.

Pyle Road Sewer Upgrades Planning was approved by PaDEP. Working on final design. Financing of the project will be addressed in the rate study currently underway. DCED will have a grant opening up in September. We will prepare the necessary application for the grant.

Belmont Subdivision – We reviewed the punch list to ascertain the status of completion. The items on the revised punch list have been addressed . The only remaining issue from an engineering standpoint is submission of as-built plans and legal descriptions. These have been submitted and are currently under review.

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

There being no further business, the meeting was adjourned at 7:10 p.m. on a motion by Daniel Van Wyk. Seconded by William Litton. Unanimous.

Respectfully submitted,

Patricia Petrosky
Secretary/Treasurer

BETHEL TOWNNSHIP SEWER AUTHORITY

Cash Receipts And Disbursements Report
For Period Ending August 31, 2019

| | <u>For the month</u> <u>Aug 31, 2019</u> | <u>YTD</u> <u>Aug</u> |
|--|---|--------------------------|
| Cash receipts received from residential customers \$ | 87,381.39 | 1,390,935.14 |
| Cash receipts received from commercial customers | 349.52 | 99,242.80 |
| Cash receipts from tapping fees | 6,100.00 | 48,800.00 |
| Cash receipts received from finance & interest charges | 1,865.67 | 33,875.76 |
| Investment income | - | - |
| Total revenue received | <u>95,696.58</u> | <u>1,572,853.70</u> |
| | | |
| Payments paid to vendors | 28,624.52 | 394,462.72 |
| Payment paid to employees | 6,576.62 | 55,017.68 |
| Payment paid for sewage treatment | 227,712.75 | 843,049.84 |
| Payment paid for debt service (interest expense) | 1,806.64 | 14,934.72 |
| Total expense paid | <u>264,720.53</u> | <u>1,307,464.96</u> |
| | | |
| Net Income (loss) | <u>\$ 169,023.95)</u> | <u>\$ 265,388.74</u> |
| | | |
| Cash balance as of July 31, 2019 | | |
| TD Checking Account | \$ 1,983,332.32 | |
| TD Capital Account | <u>801,791.01</u> | |
| | 2,785,123.33 | |
| Net income (loss) for month of August 31, 2019 | <u>(169,023.95)</u> | |
| | <u>2,616,099.38</u> | |

| | |
|---------------------------|-----------------------|
| Ending Cash balance as of | 08/31/19 |
| TD Checking Acct \$ | 1,810,060.37 |
| TD Capital Acct | <u>806,039.01</u> |
| | <u>\$2,616,099.38</u> |

| | |
|---|----------------------|
| Total other cash balances as of August 31, 2019 | |
| TD Master Escrow | \$ 135,203.57 |
| TD Bond Reserve Account | <u>214,296.42</u> |
| | <u>\$ 349,499.99</u> |