

**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 JULY 11, 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, William Litton, Board Member, Laurence L. Smith, Solicitor, Walter Fazler, Engineer. 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 Daniel Van Wyk to approve minutes of regular meeting held June 6, 2019. Seconded by William Litton. Unanimous.

Motion by Donna Vickers to approve bill list for June 2019. Seconded by Daniel Van Wyk. Unanimous.

Motion by William Litton to approve Payroll Summary prepared by Prime Pay for 05/26/2019 -06/08/2019 -06/09/2019 - 06/22/2019. Seconded by Donna Vickers. Unanimous.

ADMINISTRATION COMMITTEE

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

Donna Vance stated she has a proposal, in the amount of \$1,179.00, to replace Pat's older computer with a new computer, keyboard and mouse with a three year full warranty. Motion by Daniel Van Wyk to accept the proposal for the new computer, keyboard and mouse with a three year full warranty. Seconded by William Litton. Unanimous.

MAINTENANCE/CONSTRUCTION COMMITTEE

**Kimberly Easter & Daniel Van Wyk
No Report**

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.

Suez Water Reads – Correspondence was sent to Suez Water concerning recent difficulties in receiving water usage reads for commercial users.

ENGINEER'S REPORT

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.

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. Walt spoke to Matt Houtman, who was the design engineer for the project. He has as-builts and legal descriptions completed. He is waiting for final payment from the developer before he releases it. Once this happens, we will be able to recommend dedication.

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 William Litton. Unanimous.

Respectfully submitted,

Patricia Petrosky
Secretary/Treasurer

BETHEL TOWNSHIP SEWER AUTHORITY

Cash Receipts And Disbursements Report
For Period Ending June 30, 2019

	For the month June 30, 2019	YTD June
Cash receipts received from residential customers \$	15,115.28	951,960.20
Cash receipts received from commercial customers	5,371.36	64,572.52
Cash receipts from tapping fees	6,100.00	24,400.00
Cash receipts received from finance & interest charges	1,397.73	26,437.83
Investment income	-	-
Total revenue received	<u>27,984.37</u>	<u>1,067,370.55</u>
Payments paid to vendors	76,996.58	331,841.18
Payment paid to employees	6,437.28	41,957.19
Payment paid for sewage treatment	79,603.65	615,337.09
Payment paid for debt service (interest expense)	1,806.64	11,321.44
Total expense paid	<u>164,844.15</u>	<u>1,000,456.90</u>
Net Income (loss)	<u>\$ (136,859.78)</u>	<u>\$66,913.65</u>
Cash balance as of May 31, 2019		
TD Checking Account	\$ 1,729,529.47	
TD Capital Account	<u>830,727.32</u>	
	2,560,256.79	
Net income (loss) for month of June 30, 2019	<u>(136,859.78)</u>	
	<u>2,423,397.01</u>	
	Ending Cash balance as of 06/30/19	
	TD Checking Acct \$ 1,636,394.00	
	TD Capital Acct <u>787,003.01</u>	
		<u>\$2,423,397.01</u>
Total other cash balances as of June 30, 2019		
TD Master Escrow	\$ 135,175.79	
TD Bond Reserve Account	<u>214,296.42</u>	
	<u>\$ 349,472.21</u>	