

**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 MARCH 7, 2019.**

The meeting was called to order by Donna J. Vance, Chairperson at 7:00 p.m. Those present were Board Member, Daniel Van Wyk, Board Member, Kimberly Easter, Board Member, William Litton, 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 stated there was an Executive session held prior to this meeting.

Motion by Kimberly Easter to approve minutes of regular meeting held February 7, 2019. Seconded by Daniel Van Wyk. Unanimous.

Motion by Daniel Van Wyk to approve bill list for February 2019. Seconded by William Litton. Unanimous.

Motion by William Litton to approve Payroll Summary prepared by Prime Pay for 1/20/2019 --2/02/2019 – 2/03/19 – 2/16/2019 – 2/17/2019 – 3/2/2019. Seconded by Kimberly Easter. Unanimous.

ADMINISTRATION COMMITTEE

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

The new printer has been installed and is working properly. There seems to be a problem with the Quickbooks backup. Our IT person will contact Quickbooks to work out the problem.

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.

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.


Heathfield Close Generator – There has been no work provided on the project. The contractor is waiting on delivery of the generator.

Pyle Road Sewer Upgrades – Planning was approved by the Township and PaDEP. Working on final design. We are in a holding pattern as far as financing. Waiting to work with the accounting firm.

Belmont Subdivision – We reviewed the punch list to ascertain the status of completion. The items on the revised punch list have been addressed. There is one outstanding issue. One of the joints was leaking. It was fixed, but it still is leaking. Will have to be repaired. Not able to recommend approval at this time. Remaining issues from an engineering standpoint is submission of asbuilt plans and legal descriptions.

BOARD MEMBERS REPORT NEW BUSINESS/UNFINISHED BUSINESS

There being no further business, the meeting was adjourned at 7:25 p.m. on a motion by Daniel Van Wyk. Seconded by William Litton. Unanimous.

Respectfully submitted,

Patricia Petrosky
Secretary/Treasurer

BETHEL TOWNSHIP SEWER AUTHORITY
Cash Receipts And Disbursements Report
For Period Ending February 28, 2019

	For the month February 28, 2019	YTD Feb.
Cash receipts received from residential customers \$	51,011.20	449,605.92
Cash receipts received from commercial customers	14,351.78	30,583.60
Cash receipts from tapping fees	-	-
Cash receipts received from finance & interest charges	2,027.05	5,203.70
Investment income	-	-
Total revenue received	67,390.03	485,393.22
Payments paid to vendors	58,735.47	136,141.95
Payment paid to employees	6,654.19	12,821.44
Payment paid for sewage treatment	200,603.88	200,603.88
Payment paid for debt service (interest expense)	1,927.04	3,854.08
Total expense paid	267,920.58	353,421.35
Net Income (loss)	\$ (200,530.55)	\$ 131,971.87
Cash balance as of January 31, 2019		
TD Checking Account	\$1,907,708.21	
TD Capital Account	860,070.16	
	2,767,778.37	
Net income (loss) for month of February 28, 2019	(200,530.55)	
	\$ 2,567,247.82	
	Ending Cash balance as of 02/28/19	
	TD Checking Acct \$ 1,727,732.67	
	TD Capital Acct <u>839,515.15</u>	
	\$ 2,567,247.82	
Total other cash balances as of February 28, 2019		
TD Master Escrow	\$ 133,536.97	
TD Bond Reserve Account	214,296.42	
	\$ 347,833.39	