

DOYLESTOWN TOWNSHIP MUNICIPAL AUTHORITY
Minutes of Meeting
September 19, 2013

A meeting of the Doylestown Township Municipal Authority was held at 4:00 p.m. on Thursday, September 19, 2013 in the Township Building with the following members in attendance: Ronald C. May, Chairman; C. Edward Hege, Vice-Chairman and Richard A. Bach, Secretary. Also present at the meeting was; Richard E. John, Executive Director; Richard D. Magee, Municipal Authority Solicitor; Alfred S. Ciottoni, Municipal Authority Engineer; Rick Collelo, Board of Supervisors Liaison to the Doylestown Township Municipal Authority; Kenneth Wallace, Finance Officer and Koun Adelman, Senior Bookkeeper.

ACTION ITEMS

MINUTES APPROVAL: August 15, 2013

Mr. Bach made a motion to approve acceptance of the August 15, 2013 meeting minutes as presented. Mr. Hege seconded the motion and the motion was unanimously approved by the Authority.

BILL'S LIST: September 19, 2013

Mr. Hege made a motion to approve the September 19, 2013 Bills List for the General Fund in the amount of \$75,905.31; the Developer's Escrow in the amount of \$16,226.91; the Debt Service Fund in the amount of \$-0-; the Repair and Replacement Fund in the amount of \$2,764.88; the Capital Improvement Fund in the amount of \$13,750.00; and the Prepaid Invoices in the amount of \$50,829.02. Mr. Bach seconded the motion and the motion was unanimously approved by the Authority.

TREASURER'S REPORT: September 19, 2013

Mr. Hege made a motion to approve acceptance of the September 19, 2013 Treasurer's Report as submitted. Mr. Bach seconded the motion and the motion was unanimously approved by the Authority.

SOLAR PROPOSAL by Moore Energy

Following a lengthy discussion between the Municipal Authority members and representatives of Moore Energy, Mr. May charged the Municipal Authority Solicitor, Mr. Magee, to work with Moore Energy to review, discuss and come to a satisfactory agreement about any issues relative to the proposed Solar Power Purchase Agreement. Mr. Magee was also asked to review the amended purchase power agreement with the Township Solicitor and to seek his input in

order to arrive at a mutually acceptable power agreement which would allow for Moore Energy to mount solar panels on the Public Works Building # 3. The Board also directed Mr. John to take the request to the Board of Supervisors seeking their approval to use the building roof area for solar panel display.

2012 WATER COST ANALYSIS/RATES 2014

The Authority members commended the excellent work done on the 2012 Water Cost Analysis/Rates 2014. Based upon this report, the consensus of the Authority was to retain the current usage rate structure of four dollars and ninety eight cents (\$4.98) per thousand gallons of water used as established by the Authority at its public meeting held August 16, 2012. The Board noted the analysis indicated a rate increase would be appropriate at this time, however, they wanted to see how expenses and income matched up in actuality, during the 2014 budget year.

CUSTODIAL RISK POLICY (See 2012 Audit & memo dated July 10, 2013)

Mr. John, reviewed his memo to the Municipal Authority dated July 10, 2013 and subsequently updated September 18, 2013 with a draft Custodial Risk Policy. Upon review of Mr. John's draft custodial risk policy Mr. Hege suggested the policy be revised to include procedures for opening and closing bank accounts and for transferring funds between accounts and that maybe it should be reviewed by the Authority Auditors before acceptance by the Authority. The Authority consensus was to revise the policy accordingly and to review the revised Custodial Risk Policy at a future Authority meeting when revised.

OTHER ITEMS –

PROJECT STATUS:

Bailey's Square – Planning activity has picked up via Carroll Engineers. PennDOT Highway Occupancy Permit applied for.

Borough of Doylestown – Wheeling of Water Proposal status. Mr. John and Mr. Ciottoni will review this item with the Board.

Carriage Hill – Construction of housing units now at 125 units and the Authority has collected \$ 245,021 in tap in fees. Additional 27 of 31 units have received permits however fees were waived to satisfy upgrade costs at NBS.

Doylestown Greene – Upon final court ruling on development approval, this project regarding 24 townhouses plus existing farm house could see action late this year.

Moore Energy & Solar Systems – Met with Barry and Matt Moore twice and Roman once with half a dozen phone calls. Two sites (NWW #1 and North Storage Tank) were looked at and some discussion took place. Also looked at Authority Building in the Public Works yard and another discussion took place on locating a system of solar panels on the roof. Moore is proposing to tie this to the Township Peco meter. A draft Purchase Agreement needs to be presented to the Township Supervisors with a request for Township allowing use of the building's roof for display of solar panels.

North Booster Station – Punch List completed and painting has commenced. Gathering proposals for drive way extension and landscaping.

Pavilion at Furlong – Board of Supervisors denied submitted plan. Developer will have to start over with new submission.

Shelbourne Healthcare – Final plan approved by the Board of Supervisors. All DTMA agreements and escrows have been funded and construction is underway.

Silver Maple Farms/Executive Quarters – Water mains all in, however, only services to the Executive Quarters have been installed. Residences not under construction as yet.


Turk Road Pumping Station – Pump station now running daily. Residents requesting cost for connection. No takers yet. Hydrants still need to be credited by ISO. Staff gathering cost proposals for painting, driveway and landscape work on station.

ANNOUNCEMENTS: The next meeting of the Doylestown Township Municipal Authority will be held on Thursday, October 17, 2013 starting at 4 pm.

ADJOURNMENT: There being no further business to come before the Authority, the meeting was adjourned at 5:25 pm.

Respectfully submitted,


Richard E. John
Executive Director



11/21/13

Date