

DOYLESTOWN TOWNSHIP MUNICIPAL AUTHORITY
Minutes of Meeting
July 16, 2015

A meeting of the Doylestown Township Municipal Authority was held at 4:00 p.m. on Thursday, July 16, 2015 in the Township Building with the following members in attendance: Ronald C. May, Chairman; C. Edward Hege, Vice-Chairman; Edward Harvey, Treasurer; Richard A. Bach, Secretary and Frank LaRosa, Assistant Treasurer/Secretary. Also present at the meeting was Richard E. John, Executive Director; Richard D. Magee, Municipal Authority Solicitor and Rick Collelo, Board of Supervisors Liaison to the Doylestown Township Municipal Authority.

ACTION ITEMS

MINUTES APPROVAL: June 18, 2015

Upon a motion by Mr. LaRosa, seconded by Mr. Harvey, and unanimously approved by the Authority, the Minutes of the June 18, 2015 meeting were approved as submitted.

BILL'S LIST: July 16, 2015

Mr. Bach made a motion to approve the June 18, 2015 Bills List as follows: General Fund in the amount of \$70,726.84; Developers Escrow Fund in the amount of \$696.00; the Debt Service Reserve Fund in the amount of \$-0-; Repair and Replacement Fund in the amount of \$22,388.76; Capital Improvement Fund in the amount of \$9,336.03; the Prepaid Invoices in the amount of \$14,401.59 and the Prepaid ACH Credit Invoices in the amount of \$67,784.99. Mr. Hege seconded the motion and the motion was unanimously approved by the Authority.

TREASURER'S REPORT: July 16, 2015

Mr. Hege made a motion to approve acceptance of the July 16, 2015 Treasurer's Report as submitted. Mr. LaRosa seconded the motion and the motion was unanimously approved by the Authority.

REQUEST FOR PAYMENT - EASTERN ENVIRONMENTAL CONTRACTORS

Mr. LaRosa made a motion for approval of Eastern Environmental Contractors request for payment # 2 in the amount of \$ 48,600.00 per SCE letter of recommendation dated July 13, 2015 for work completed to date at the Central Booster Station. Mr. Hege seconded the motion and the motion was unanimously approved by the Authority.

PMAA REGION ONE BALLOT APPROVAL FOR OFFICER CANDIDATES

Mr. LaRosa made a motion for approval to execute a ballot in favor of Nominee for Director, Thomas A. Zeuner (Northampton BC Municipal Authority) and Nominee for Assistant Director, Michael Sullivan (Warwick Township Water & Sewer Authority) for election to three year terms serving as officers of the Pennsylvania Municipal Authority Association (PMAA) REGION ONE. Mr. Harvey seconded the motion and the motion was unanimously approved by the Authority.

WATER UTILITY PLAN CONDITIONAL APPROVAL – CASA BELLA

Mr. Bach made a motion for conditional approval of the water utility plan dated March 17, 2014 and last revised June 30, 2015 related to the CASA BELLA subdivision per a July 1, 2015 SC Engineers letter of recommendation, followed by establishment of a Developer and Escrow agreement and a Professional Services Agreement. Mr. LaRosa seconded the motion and the motion was unanimously approved by the Authority.

MUNICIPAL FILE OBSOLESCENCE AND DESTRUCTION

Mr. Hege made a motion for approval of certain Authority files being declared obsolete and destroyed in accordance with the Municipal Records Retention Manual approved December 16, 2008. (The records recommended for destruction are noted in a memo dated 6/19/15 from Koun Lim, Senior Accountant to Ken Wallace, Finance Director. They are listed as DTMA General and Special Revenue Fund records. This memo can be found in the DTMA Finance Office.) Mr. LaRosa seconded the motion and the motion was unanimously approved by the Authority.

OTHER ITEMS:

OPERATIONAL & FACILITY UPGRADE PROJECTS –

- CENTRAL BOOSTER STATION UPGRADES –

Item # 1 - PUMP REPLACEMENT & UPGRADES CONTRACT

Mechanicals & station upgrades being completed between July 13 and July 20, 2015. This work should finalize the base contract. Change Order work remains to be done. Mr. Scott Miele reported that he was still awaiting the arrival of the pumps.

- CENTRAL BOOSTER STATION VALVE CLOSURES –

At the June 21, 2015 meeting the Authority approved a Change Order # 1 in the amount of \$ 79,715 for installation of two altitude

valves to be installed on the Memorial Drive meter pit lines to control flows and pressures under all use conditions between Boro/Township systems. Upgrades to the meter pit piping and electric are included and this work should begin upon delivery of the valves. Work will be completed by Eastern Environmental Contractors, LLC under Change Order # 1. Once this is completed, flows to the borough should be reduced.

- NORTH WELL 3 & 4 PUMP UPGRADES –

Operations reported in June that NW# 3 pump had been replaced and that production improved sufficiently to nullify the need to acid wash the well. NW# 4 will undergo an acid wash and installation of a new well pump will follow. See items below.

Item # 1 – NW# 3 Pump upgrade completed.

Item # 4 – NW # 4 Acid Wash & decontamination of well under way.

Item # 4 – NW # 4 Well pump install to follow w/ well flushing.

- NORTH WEST WELL # 1 STATION UPGRADES –

The Authority, at its March 2015 meeting, approved the Engineer upgrading the pumping and electrical systems of the Northwest Well #1 station in order to meet permitted pumping volumes. Mr. Scott Miele affirmed that one pump and motor have been replaced and tests show it has increased its production with less pump run time. The goal is to pump more water while staying within permitted limits and thus reduce the dependence on the North Penn Interconnect. The Engineer and operating staff are working together to improve production at the NWW # 1.

EXPANSION PROJECT STATUS:

Project # 1 – Furlong Water Distribution System

Reference was made to the Municipal Authority Engineer, Mr. Fred Ciottoni's, project update on the Furlong Water Distribution System dated July 10, 2015.

Project # 2 – New Britain Boro

Reference was made to the Municipal Authority Engineer, Mr. Fred Ciottoni's, project update on New Britain Boro dated July 10, 2015.

Project # 3 – Pebble Ridge

Reference was made to the Municipal Authority Engineer, Mr. Fred Ciottoni's, project update on Pebble Ridge dated July 13, 2015.

Following extensive discussion, the consensus of the Authority was to direct Mr. Dick John and his staff to draft a letter that would be sent to the area residents to solicit their interest(s) in public water versus what they are currently utilizing. Mr. John agreed to draft the letter and to subsequently email it to the Authority members in order to solicit their approval before actually moving forward and mailing said letter to the residents.

SUBDIVISION PROJECT STATUS:

2014/15 Projects -

Carriage Hill - Continues to build with over 359 units sold. Expect another 104 units to be sold in 2015 out of a total 463 units. Tap in fees collected to date - \$718,421. 2015 fees anticipated - \$246,168.

Casa Bella Subdivision - Final Plan approved by Township on December 2, 2014. Four lots were created and public water to be installed. Authority to approve the Water Utility Plan at July, 2015 meeting.

Cross Keys Water Service District - The Authority Solicitor is working on collecting the remaining two delinquencies.

Town's Edge - Preliminary Plan was approved by the Township on July 15, 2014 with one existing home to be renovated; one barn to be converted to a townhome and five new townhomes to be constructed. The Authority approved with conditions (SCE letter of 12.1.14) the water utility plan at its December, 2014 meeting.

Pavilion at Furlong (York & Rogers Roads) - No further action at this time.

Silver Maple Farms - (Lower State Road at 202 Parkway) - Developer has constructed and occupied the commercial building and is preparing for construction of the ten residential units purported to begin in 2015. Sale of the second professional building has also been reported to have occurred.

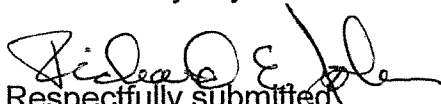
Stone Barn Manor - One existing home to be restored, the barn to be converted to a home and seven new single family homes constructed. Site work started December, 2014. Precon meeting for water held 12.18.14. Water to be installed early 2015. The Authority conditionally approved (11.20.14) the water utility plan based on SCE 12.1.14 recommendation letter.


PROMOTION OF PUBLIC WATER

The first draft of said document was referenced for review and suggestions by members of the Doylestown Township Municipal Authority.

ANNOUNCEMENTS: The next meeting of the Doylestown Township Municipal Authority will be held on Thursday, August 20, 2015 starting at 4 pm.

ADJOURNMENT: There being no further business to come before the Authority, the Authority adjourned the meeting at 4:45 pm.


Respectfully submitted,
Richard E. John
Executive Director


8/20/2015
Date