

**DOYLESTOWN TOWNSHIP MUNICIPAL AUTHORITY**  
**Minutes of Meeting**  
**May 18, 2017**

A meeting of the Doylestown Township Municipal Authority was held at 4:00 p.m. on Thursday, May 18, 2017 in the Township Building with the following members in attendance: Richard A. Bach, Chairman; C. Edward Hege, Vice-Chairman; Edward Harvey, Treasurer; and Kevin Green. Also present at the meeting was Keith Hass, Executive Director; Richard D. Magee, Jr., Municipal Authority Solicitor; Alfred S. Ciottoni, Municipal Authority Engineer and Rick Collelo, Board of Supervisors Liaison to the Doylestown Township Municipal Authority.

## **ACTION ITEMS**

### **MINUTES APPROVAL: April 20, 2017**

Mr. Harvey made a motion to approve the minutes of the April 20, 2017 meeting minutes as submitted. Mr. Hege seconded the motion and the motion was unanimously approved by the Authority.

### **BILL'S LIST: May 2017**

Mr. Harvey made a motion to approve the May, 2017 Bills List for the General Fund Account in the amount of \$40,087.66; Developers Escrow Fund in the amount of \$4,568.85; Repair and Replacement Fund in the amount of \$7,206.43; Capital Improvement Fund in the amount of \$52,699.98; Prepaid Invoices in the amount of \$281,560.74; Prepaid ACH Credit Invoices in the amount of \$9,887.00 and Transfers to the Township in the amount of \$82,596.51. Mr. Green seconded the motion which was then unanimously approved by the Authority.

### **TREASURER'S REPORT: May 18, 2017**

Mr. Harvey made a motion to approve acceptance of the May 18, 2017 Treasurer's Report as presented. Mr. Hege seconded the motion and the motion was unanimously approved by the Authority.

### **RECOMMENDATION TO AWARD AND EXECUTE SAW MILL ROAD WATER MAIN EXTENSION**

Mr. Ciottoni stated that this bid was opened this afternoon and referenced a document generated 05.18.2017 at 2:21pm outlining the bids received. Mr. Harvey made a motion to authorize the award and execution of the Saw Mill Road Water Main Extension to DOLI Construction Corporation in the amount of \$426,621.00 contingent upon SC Engineers' bid review and the confirmation of proper bonds and insurance provided by contractor and subject to the approval of the professional staff with the contractor meeting all specs and properly

executing same. The motion was seconded by Mr. Hege and unanimously approved by the Municipal Authority.

**AUTHORIZATION TO EXECUTE DEVELOPER AND ESCROW AGREEMENT WITH ASHLEY PROPERTY MANAGEMENT, NEW BRITAIN BOROUGH (KNOELL PROPERTY)**

Mr. Magee reported that he sent a revised agreement to Ashley Property Management after tightening its language per previous DTMA discussions to include the payment of tap in fees at the time building permits are issued as well as conditional approval by the professional staff. Mr. Magee recommended that the DTMA move forward with this new development agreement as presented pending approval of the water utility plan be subject to the terms and conditions set forth in the Authority Engineer's letter of April 17.

Upon a motion by Mr. Harvey, seconded by Mr. Hege, the Municipal Authority unanimously authorized the execution of the Developer and Escrow Agreement with Ashley Property Management, LP, 76 Griffith Miles Circle, PO Box 2579, Warminster, PA 18974 contingent upon satisfaction of the requirements set forth in SC Engineers, Inc., Review Letter #2, approval by the DTMA Solicitor, Richard Magee and provision of financial security in the form of a Letter of Credit in the amount of \$280,140.

**AUTHORIZATION TO TRANSFER AND CLOSE DEBT SERVICE FUNDS**

Upon a motion by Mr. Harvey, seconded by Mr. Hege, the Municipal Authority unanimously approved a motion to transfer \$22,459.76 from the DTMA BB&T Debt Service Account to the DTMA TD Debt Service Account at which time the DTMA BB&T Debt Service Account will be closed.

Upon a motion by Mr. Harvey, seconded by Mr. Hege, the Municipal Authority unanimously approved a motion to transfer \$45,325 from the DTMA TD Debt Service Account to the Doylestown Township Debt Service Account said funds to pay off the General Obligation Note Series of 2008 owed to the Township from which the Authority's loan was originated.

Upon a motion by Mr. Harvey, seconded by Mr. Hege, the Municipal Authority unanimously approved a motion to transfer the DTMA TD Debt Service Account balance of approximately \$20,996.16 to the DTMA Repair and Replacement Fund.

## **AUTHORIZATION TO EXECUTE ADDENDUM TO DOYLESTOWN GREENE DEVELOPER AGREEMENT**

Mr. Magee reported that Addendum Number 1 will transfer ownership of the Agreement to Toll Brothers who purchased the property from K. Hovanian. He also explained that a developer cannot assign his rights; rather, the new developer steps into the shoes of the previous developer. Mr. Magee cautioned against releasing the old escrow pending receipt of the new developer's escrow. Upon a motion by Mr. Harvey, seconded by Mr. Green, the Municipal Authority unanimously approved a motion to execute Addendum Number 1 to the Doylestown Greene K. Hovanian at Doylestown, LLC Developer Agreement dated April 17, 2014.

## **CAPITAL PROJECT UPDATES**

### **2017 WATER METER REPLACEMENT PROJECT**

Mr. Hass reported that this project continues to go well with over 800 new meters installed and only 150 customers remaining who have not yet responded to the first or second letters. Mr. Hass added that the third letter will be stronger with a mid-June anticipated project completion date.

### **NEW BRITAIN BOROUGH MYERS AVENUE PROJECT**

Mr. Hass reported that easement locations and drawings are being finalized for this project. Mr. Hass added that the residents are actually pursuing the necessary easement from their neighbor and appreciate the DTMA's patience as this is pursued.

## **DEVELOPER PROJECT UPDATES**

A lengthy discussion among the members of the DTMA took place with provisions discussed about installing water main in certain areas of the Township. Mr. Collelo reminded the members of the DTMA about their fiduciary responsibility to the Township residents.

Mr. Bach emphasized the importance of a more comprehensive plan moving forward for the next five years starting with problem areas first. Mr. Hass suggested that Mr. Ciottoni put a list of problem areas together to discuss further outlay of resources, etc., based on the info and the greatest need to alleviate the problem. Mr. Harvey suggested that the DTMA establish a standard price for hook-up. A letter will be sent to residents along Duane Road when pricing is finalized.

## **METRO STORAGE**

Mr. Ciottoni stated that he received the plans for this project today. He plans to review said plans in the hopes that they addressed all prior DTMA comments and concerns.

## **PA BIOTECHNOLOGY CENTER, OLD EASTON ROAD, BUCKINGHAM TOWNSHIP**

Mr. Hass provided an update on this project and stated that the DTMA is awaiting final utility plans for approval.

## **QUINLAN PROPERTY (NEW BRITAIN ROAD AND LOWER STATE ROAD)**

Mr. Ciottoni's First Review letter, provided in the DTMA Info packet, was referenced.

## **CALLAN PROPERTY (ROUTE 611 AND WARDEN ROAD)**

Mr. Ciottoni's First Review letter, provided in the DTMA Info packet, was referenced.

## **DOYLESTOWN HOSPITAL EXPANSION**

Mr. Ciottoni's Second Review letter, provided in the DTMA Info packet, was referenced and Mr. Ciottoni stated that the submitted, revised plans addressed some of his previous comments.

# **OPERATIONS UPDATES**

## **NORTHERN WATER SYSTEM FLUSHING COMPLETED**

Mr. Hass reported that this project is going very well especially since full staffing has occurred.

## **MAIN BREAK SOIL SAMPLE RESULTS**

Mr. Hass' original thoughts about the corrosive soils were confirmed and the consensus of the DTMA was to establish that all wrapping of pipes will be mandatory in the future.

## **OTHER BUSINESS**

### **NEW BRITAIN BOROUGH INTER-MUNICIPAL AGREEMENT**

Mr. Hass stated that he plans to meet with representatives from New Britain Borough and that the project will be a part of the DTMA's June meeting agenda.

### **DEP FURLONG DISTRIBUTION SYSTEM MEETING**

Mr. Ciottoni stated that he and staff met with DEP and Buckingham Township officials to discuss possible DEP funding for this project. With DEP funding cut in half, there is a real need to reduce costs for this project in order to submit a grant proposal. Mr. Ciottoni stated that he will work on the plan in order to determine if there is any chance that DEP could fund the project. He added that he would probably know the answer to that question in time for the June meeting.

### **DUANE ROAD UPDATE**

No update was provided for this pending project.

### **CENTRAL BUCKS WEST ATHLETIC FIELDS WATER SERVICE**

Mr. Hass reported that he had been approached by the school for water service to the Central Bucks West Athletic fields; the DTMA response to this request was positive.

### **DOYLESTOWN TOWNSHIP'S GOLF OUTING (MONDAY, JUNE 5<sup>TH</sup>)**

Consensus of the DTMA was to contribute \$500 to the sponsorship of this event.

### **AWWA ANNUAL CONFERENCE AND EXPOSITION (ACE) PHILADELPHIA, PA, JUNE 11<sup>TH</sup> – 14<sup>TH</sup>**

Field Operators' Day (Tuesday, June 13<sup>th</sup>)

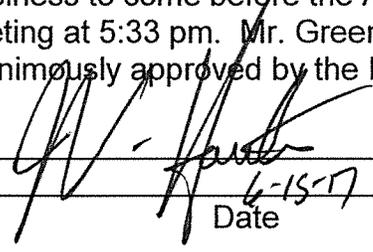
Smaller Utilities Day (Wednesday, June 14<sup>th</sup>)

Brochures and letters were received from Mr. Hass regarding this event. Messrs. Van Houten and Green expressed an interest in joining Mr. Hass.

**ANNOUNCEMENTS:** The next meeting of the Doylestown Township Municipal Authority will be held on Thursday, June 15, 2017 starting at 4 pm.

**ADJOURNMENT:** There being no further business to come before the Authority, Mr. Harvey made a motion to adjourn the meeting at 5:33 pm. Mr. Green seconded the motion and the motion was unanimously approved by the DTMA.

Respectfully submitted,  
Keith Hass  
Executive Director

  
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Date 6-15-17