

**DOYLESTOWN TOWNSHIP MUNICIPAL AUTHORITY**  
**Minutes of Meeting**  
**November 15, 2018**

A meeting of the Doylestown Township Municipal Authority was held at 3:30 p.m. on Thursday, November 15, 2018 in the Township Public Meeting Room Trailer with the following members in attendance: Richard A. Bach, Chairman, Kevin Green, Assistant Secretary/Treasurer, and Joseph VanHouten, Secretary. Also present at the meeting was Keith Hass, Executive Director; Richard D. Magee, Jr., Municipal Authority Solicitor; Absent: Ed Hege, Vice President, Rod Stone, Member, Rick Colello, Board of Supervisors Liaison to the Doylestown Township Municipal Authority, and Alfred S. Ciottoni, Municipal Authority Engineer. The meeting was called to order at 4:02 pm due to difficult road conditions as a result of the snow.

## **ACTION ITEMS**

### **MINUTES APPROVAL: October 18<sup>th</sup>, 2018**

Upon a motion by Mr. Green, seconded by Mr. Bach, and unanimously approved by the Authority the minutes of the October 18<sup>th</sup>, 2018 DTMA meetings were approved as submitted.

### **BILL'S LIST: November 15<sup>th</sup>, 2018**

Mr. Van Houten made a motion to approve the November 2018 Bills List for the General Fund Account in the amount of \$11,364.22; Developers Escrow Fund in the amount of \$506.00; Capital Improvement Fund in the amount of \$0.00; Prepaid Invoices in the amount of \$45,911.40; Prepaid ACH Credit Invoices in the amount of \$9,848.88 and Transfers to the Township in the amount of \$104,458.88. Mr. Green seconded the motion which was then unanimously approved by the Authority.

### **TREASURER'S REPORT: November 15<sup>th</sup>, 2018**

Mr. Van Houten made a motion to approve acceptance of the November 15, 2018 Treasurer's Report as presented. Mr. Green seconded the motion and the motion was unanimously approved by the Authority.

## **AUTHORIZATION FOR ESCROW RELEASE #1 TABOR VILLAGE**

The Tabor Village project is substantially complete with minor restoration work to be completed in the spring of 2019. As a result, Mr. Van Houten made a motion to reduce the Tabor Farms, LLC, 220 Farm Lane, Doylestown, PA 18901, Covenant Bank Letter of Credit No. 15500022644, from \$221,349.00 to \$40,252.00. Mr. Green seconded the motion and the motion was unanimously approved by the Authority.

## **NEW BUSINESS**

### **2019 DTMA Budget**

Mr. Van Houten highlighted the key components of the Preliminary 2019 DTMA Budget. He indicated a collaborative process was undertaken with DTMA staff and Vice President Mr. Hege in helping complete the budget.

The major 2019 capital improvement projects were discussed including the South Tank project and the potential Woodridge/Pebble Ridge Main Extensions. One potential project not included in the budget was the Pine Run DEP project. This can be added by an Amendment if needed.

Mr. Van Houten also indicated a line by line review of 2018 year-to-date costs was used for budgeting the 2019 General Fund.

After discussion, Mr. Van Houten made a motion to approve the 2019 Draft DTMA Budget. Mr. Green seconded the motion and the motion was unanimously approved by the Authority.

## **WATER MAIN EXTENSION and SERVICE UPDATES**

Mr. Hass referenced the Water Main Extension and Service update report and updated the Board on DTMA projects.

## **UNFINISHED BUSINESS**

### **Pebble Ridge/Woodridge**

Mr. Bach provided an update to the Board on the informational meeting that was held on Monday, November 12th for the Westaway Lane and Stony Lane Circle Pebble Ridge/Woodridge residents. A brief presentation was conducted by Keith

Hass, Executive Director, followed by a question and answer session. Mr. Van Houten, Mr. Bach, and Township Supervisor Mr. Colello also attended and answered resident questions. The meeting was attended by 15 homeowners and a very constructive dialogue took place. Approximate costs and the potential next steps of the project were discussed. Residents are going to meet with their neighbors to try and gather more support for the potential project. DTMA will provide a Service Agreement to homeowners early in 2019 which will detail approximate costs and financing options. The Agreement will require residents to sign and commit to the public water extension. If there is enough commitment and the DTMA Board approves the project, the design and construction can begin.

### **Knoell Property (New Britain Borough) Development Agreement Approval**

Mr. Hass updated the Board on the status of the Knoell Property development which is located in the University Village District of New Britain Borough. The developer, Ashley Property Management, L.P., proposes to connect to the DTMA public water system. New Britain Borough approved the final plan, including the developer's connection to the DTMA system. The approved plan involves 147 apartments, and approximately 3,350 square feet for retail use and 4,000 square feet for a restaurant. The original plan provided for 117 apartments and greater areas for the retail use and restaurant. Mr. Hass provided a comparison of the tapping fees applicable to the approved and original plans. This development will extend DTMA's system to the intersection of Route 202 and Shady Retreat Road.

Solicitor Richard Magee reported that negotiations were on-going regarding the Development Agreement and that the developer was asking for relief, in part, from the Authority's tapping fees given DTMA's requirements for the extension and connection to the system. If granted relief from certain tapping fees the developer agreed to waive its right to "recapture" certain costs from future service line connections to the extension. Mr. Magee recommended that the Board consider granting the developer partial relief. After discussion, Mr. Van Houten moved to approve the Development Agreement, including a waiver of tapping fees of \$100,000, contingent upon the final review and approval by the Solicitor and DTMA professional staff. Mr. Green seconded the motion and the motion was unanimously approved.

## **ANNOUNCEMENTS**

Mr. Hass announced the dates of the 2019 DTMA Board Meetings. The meetings are on the following dates:

January 17<sup>th</sup>, February 21<sup>st</sup>, March 21<sup>st</sup>, April 18<sup>th</sup>, May 16<sup>th</sup>, June 13<sup>th</sup> (second Thursday), July 18<sup>th</sup>, August 15<sup>th</sup>, September 19<sup>th</sup>, October 17<sup>th</sup>, November 21<sup>st</sup>, December 19<sup>th</sup>.

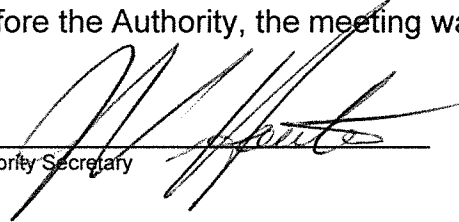
The next meeting of the Doylestown Township Municipal Authority will be held on Thursday, December 20<sup>th</sup>, 2018 starting at 3:30 pm.

## ADJOURNMENT

There being no further business to come before the Authority, the meeting was adjourned at 5:15pm.

Respectfully submitted,

Keith Hass  
Executive Director

  
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Authority Secretary

12-20-18  
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Date Approved by Authority