

DOYLESTOWN TOWNSHIP MUNICIPAL AUTHORITY
Minutes of Meeting
January 24, 2019

A meeting of the Doylestown Township Municipal Authority was held at 3:30 p.m. on Thursday, January 24, 2019 in the Township Building with the following members in attendance: Richard Bach, Chairman; C. Edward Hege, Vice-Chairman and Joseph C. Van Houten, Secretary. Also present at the meeting was Keith Hass, Executive Director; Alfred S. Ciottoni, Municipal Authority Engineer; Richard Magee, Municipal Authority Solicitor and Rick Colello, Board of Supervisors Liaison to the Doylestown Township Municipal Authority.

ACTION ITEMS

REORGANIZATION OF OFFICERS, APPOINTMENTS AND GUIDE LINES FOR 2019

Upon a motion by Mr. Van Houten, seconded by Mr. Hege, the Municipal Authority members unanimously approved the re-appointment of the 2018 slate of officers for 2019 as follows:

Chairman: Richard Bach
Vice-Chairman: C. Edward Hege
Secretary: Joseph C. Van Houten
Treasurer: Kevin Green
Assistant Secretary/Treasurer: Rod Stone

The consideration of a motion approving the appointment of one DTMA Board member as a liaison to the Public Water & Sewer Advisory Committee was eliminated.

Upon a motion by Mr. Van Houten, seconded by Mr. Hege, the Municipal Authority members unanimously approved the re-appointment of the 2018 professional staff as follows:

Engineer: Alfred S. Ciottoni
Executive Director: Keith Hass
Recording Secretary: Donna C. Jacobini
Solicitor: Richard Magee

Upon a motion by Mr. Van Houten, seconded by Mr. Hege, the Municipal Authority members unanimously approved the use of any official federal or state Depository in the United States of America and to include PLGIT, (the Pennsylvania Local Government Investment Trust) for depositing authority funds among earning accounts such as, but not limited to savings accounts, certificates

of deposit, and expense accounts such as checking accounts for the transaction of authority business as directed to Capital Improvement Fund, Developers Escrow Fund and General Fund, for the transaction of authority business and as needed for safe keeping and payment of expense invoices.

Upon a motion by Mr. Van Houten, seconded by Mr. Hege, the Municipal Authority members unanimously approved a motion to utilize the following Board Guide Lines for 2019.

The Chairman shall preside at all public and/or executive meetings, which, in turn, shall be in conformance with Roberts Rules of Order. In his absence, the Vice Chairman shall serve. In the absence of the Chairman and Vice Chairman, the senior most member of the quorum present, shall chair the meeting. Any three of five Board Members present for the meeting shall constitute a quorum and three affirmative votes are required to approve all motions. Business of the Authority needing Board Approval shall be considered at a public meeting advertised to be held on the third Thursday of each month (except in extenuating circumstances) starting at 3:30 pm in the Doylestown Township Municipal Meeting Room.

DTMA RIGHT TO KNOW OFFICER

Upon a motion by Mr. Van Houten, seconded by Mr. Hege, the Municipal Authority members unanimously approved the re-appointment of Mrs. Jacqueline Rowand of Doylestown Township staff as DTMA Open Records Officer.

MINUTES APPROVAL: December 20, 2018

Upon a motion by Mr. Van Houten, seconded by Mr. Hege, and unanimously approved by the Authority the minutes of the December 20, 2018 DTMA meeting was approved as submitted:

BILL'S LIST: January 2019

Mr. Van Houten made a motion to approve the January 24, 2019 Bills List for the General Fund Account in the amount of \$22,499.77; Developers Escrow Fund in the amount of \$120.00; Capital Improvement Fund in the amount of \$10,162.65; Prepaid Invoices in the amount of \$24,104.54; Prepaid ACH Credit Invoices in the amount of \$4,256.96; Prepaid ACH Credit Invoices in the amount of \$10,162.65 and Transfers to the Township in the amount of \$88,535.42. Mr. Hege seconded the motion which was then unanimously approved by the Authority.

TREASURER'S REPORT: January 2019

Mr. Van Houten made a motion to approve acceptance of the January 24, 2019 Treasurer's Report as presented. Mr. Hege seconded the motion and the motion was unanimously approved by the Authority.

AUTHORIZATION FOR APPROVAL OF THE FORMATION OF A DTMA PFAS SUB-COMMITTEE

In light of the recent DTMA activity and events, Mr. Hass stated that a suggestion was made to consider the formation of a DTMA sub-committee that would meet regularly with members of the DTMA professional staff to gather information and report back to the full board with a unified consensus regarding future plans.

The preliminary goals of this sub-committee would be the following:

1. Facilitate DTMA contact with state and federal agencies and legislators.
2. Monitor DTMA internal procedures, including water testing protocols.
3. Recommendations regarding customer information and communications.
4. Respond, if necessary, to local media reports and inquiries.
5. Evaluate impact of existing and proposed laws and regulations.
6. Work with DTMA professional staff to evaluate and implement treatment options if necessary.

Mr. Hege made a motion to establish a DTMA PFAS Sub-Committee to include Messrs. Kevin Green and Joseph Van Houten. Mr. Van Houten seconded the motion which was unanimously approved by the Authority.

NEW BUSINESS

Draft-Pebble Ridge/Woodridge Main Extension Agreement

Mr. Hass reviewed parts 1 and 2 of the Draft for the Pebble Ridge/Woodridge Main Extension Agreement by stating that part 1 – the Intro Cover Letter – explains the current status of the project under consideration, the out-of-pocket cost specifics and the number of necessary commitments required from the residents in order to proceed with the project. Mr. Hass then reviewed part 2 – the Pebble Ridge/Woodridge Main Extension Agreement and proposed that it be finalized by the end of next month. The DTMA should consider how much willing we are willing to absorb/contribute to the overall project and how much we would be willing to finance.

Mr. Hass emphasized the positive momentum revealed at the most recent meeting with the residents. The consensus of the DTMA was to hold off on scheduling the next resident meeting but authorized Mr. Hass to work with Mr. Magee in preparation.

WATER MAIN EXTENSION and SERVICE UPDATES

Mr. Hass referenced a separate sheet provided in the meeting packet designed to review current DTMA capital projects and plans. Additional discussion of specific projects included the following:

- **The Pavilion at Furlong, Souderton Associates, York (SR 263) and Rogers Road**
 - The developer (Souderton Associates, Inc.) received approval to install off-site public water and sewer to the Pavilion at the December 2017 Doylestown Township BOS meeting. Thus, public water can be provided by DTMA from our existing water main along Cherry Lane near the intersection of Windover Lane. Representatives from The Pavilion made a presentation before the Doylestown Township Board of Supervisors on January 15, 2019. A conceptual plan of an independent living facility was presented. The Board referred the Developer to meet with the Planning Commission in February to determine if the concept is feasible. Mr. Colello reported that the developer came back to the table with an independent living use versus the initial mixed use of the property and added that the Board of Supervisors will have to approve the stipulated agreement.
- **Knoell Property, County Builders, Inc., New Britain Borough**
 - In response to a question previously posed by Mr. Green, Mr. Magee confirmed that the Developer Agreement for this project has already been drafted and delivered to County Builders for review and approval. Developer Agreement expected to be on the February agenda for execution with water main construction slated for March of 2019.
- **Metro Storage, Route 611**
 - In April 2018, the installation of the water main commenced. The Neshaminy Creek water main crossing was successfully completed in June. All the water main is installed with the exception of the water service. The service is estimated to be completed in 2020. Escrow reduction requested at December 2018 meeting
- **The Tabor Village**
 - All three buildings are connected to DTMA public water system. Partial escrow release was granted in November 2018
 - The residents are very pleased with their public water
- **Doylestown Hospital – Phase 2 Medical Office Building**
 - Phase 2 of the Doylestown Hospital project is underway. A new three story medical building housing multiple medical offices will be connecting to DTMA public water via a wet tap. DTMA continues to work with the Engineer and the Contractor on the proposed water connection
 - Construction issues are moving along

- **PA Biotechnology Center, Buckingham Township**
 - Engineering plan review completed; pending execution of a Development Plan
- **Wawa, Buckingham Township**
 - A meeting was held on August 29 with the Wawa Engineer; they are requesting a second service off an existing main location in an easement on their property
 - Mr. Colello stated that there are some intersection concerns
- **Bray Long Tract (Lower State Road and Bristol Road)**
 - DTMA and professional staff met with Toll Brothers on November 29 to discuss water system. The plan review is underway for this 137 townhome development. Messrs. Hass and Ciottoni are continuing to work with Toll Bros for the engineering of the water system

UNFINISHED BUSINESS

None

ANNOUNCEMENTS

2019 DTMA Meeting Schedule

January 24
 February 21
 March 21
 April 18
 May 16
 June 13 (Second Thursday of the month)
 July 18
 August 15
 September 19
 October 17
 November 21
 December 19

PMAA Regional Dinner on Thursday, January 31 at 6:30pm

It was decided that Messrs. Hass and Van Houten will attend the PMAA Regional Dinner on Thursday, January 31 at 6:30pm.

2019 Doylestown Township Boards and Commission Contact Form

The Board Chairman, Mr. Richard A. Bach, requested that the Board members complete and submit the 2019 Doylestown Township Boards and Commission Contact Form.

PA State Ethics Commission Statement of Financial Interest

The Board Chairman, Mr. Richard A. Bach, requested that the Board members complete the PA State Ethics Commission Statement of Financial Interest.

The next DTMA Board Meeting is February 21, 2019 at 3:30pm.

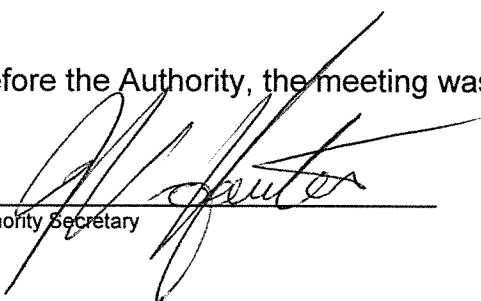
ADJOURNMENT

There being no further business to come before the Authority, the meeting was adjourned at 4:35 pm.

Respectfully submitted,



Keith Hass
Executive Director



Authority Secretary

2-21-19

Date Approved by Authority