

**DOYLESTOWN TOWNSHIP MUNICIPAL AUTHORITY**  
**Minutes of Meeting**  
**October 15, 2020**

A meeting of the Doylestown Township Municipal Authority was held at 3:30 p.m. on Thursday, October 15, 2020 in the Township Building with the following members in attendance: Richard Bach, Chairman; Joseph Van Houten, Vice-Chairman; Kevin Green, Secretary; Rod Stone, Treasurer and Daniel Stairiker, Assistant Secretary/ Treasurer. Also present at the meeting was Keith Hass, Executive Director; Richard D. Magee, Jr., Municipal Authority Solicitor; Alfred S. Ciottoni, Municipal Authority Engineer; and Barbara Lyons, Board of Supervisors Liaison to the Doylestown Township Municipal Authority.

## **ACTION ITEMS**

### **MINUTES APPROVAL: September 17, 2020**

Upon a motion by Mr. Van Houten, seconded by Mr. Stairiker and unanimously approved by the Authority, the minutes of the September 17, 2020 DTMA meeting was approved as submitted.

### **BILL'S LIST: October 2020**

Mr. Van Houten made a motion to approve the October 2020 Bills List for the General Fund Account in the amount of \$31,910.46; Developers Escrow Fund in the amount of \$370.50; Capital Improvement Fund in the amount of \$00.00; Prepaid Invoices in the amount of \$5,723.24; Prepaid ACH Credit Invoices in the amount of \$9,543.17; and Transfers to the Township in the amount of \$90,637.11. Mr. Green seconded the motion which was then unanimously approved by the Authority.

### **TREASURER'S REPORT: October 15, 2020**

Mr. Van Houten made a motion approving acceptance of the October 15, 2020 Treasurer's Report as presented. Mr. Stairiker seconded the motion and the motion was unanimously approved by the Authority.

## **NEW BUSINESS**

### **TOWNSHIP RESIDENT LETTER**

Mr. Hass reviewed a letter written by a DTMA customer, Mr. Christian Baude, to the Doylestown Township Municipal Authority dated October 12, 2020. In his letter, Mr. Baude explained that a leak in his water pipe resulted in a current

water bill of \$1,915.40, for which he was requesting some relief from the Municipal Authority.

The Municipal Authority then discussed Mr. Baude's request and Mr. Green recommended that a mutually agreeable installment plan be developed between the DTMA and Mr. Baude for satisfaction of said water bill.

Mr. Stairiker suggested further discussion of the issue by the DTMA with a plan to report back to Mr. Baude with a decision. Following discussion, Mr. Van Houten made a motion to offer a good faith 10% discount of the total bill along with the development of a payment plan subject to Mr. Hass' approval. The motion was seconded by Mr. Green and approved by a vote of 4-1 with Mr. Stairiker opposed.

### **2021 DTMA Preliminary Budget**

Mr. Hass reviewed the 2021 DTMA Preliminary Budget and explained the capital projects incorporated were recommended as part of the updated 2020 Master Plan developed by Mr. Ciottoni. Water usage revenue is forecasted to remain stable and new Developer projects tapping fees are included. After further discussion by the DTMA, Mr. Hass stated the final budget will be approved by the end of the year.

## **ENGINEER'S REPORT**

### **Central System Water Main Extensions Update (Pebble Ridge/Woodridge Area)**

Mr. Ciottoni reported that work on this project began on Tuesday, October 13 in Stony Lane Circle and is progressing down Westaway Lane. DTMA is coordinating closely with the Township's 2020 paving program scheduled for this area.

### **2020 DTMA Water Master Plan for Capital Improvements**

Mr. Ciottoni reviewed the 2020 DTMA Water Master Plan for Capital Improvements. He reviewed several projects that are planned for the next five years and explained the projects that are represented in the 2021 DTMA preliminary budget.

Following a specific review of Table 1-1 "Master Plan for Capital Improvements," Mr. Ciottoni asked the Board to consider adopting the Master Plan at the November meeting explaining that it would serve as a blueprint for the future. Board Chairman, Mr. Dick Bach, agreed with the proposal as set forth by Mr. Ciottoni and asked if anything further was needed from the DTMA. Mr. Hass completed the discussion of this topic by adding that the current 2020 DTMA

Water Main Plan for Capital Improvements would provide the following: 1. Increase the DTMA's water supply, 2. the quality of water via treatment of its wells and 3. the transmissibility of water and reliability of the system.

## **SOLICITOR'S REPORT**

**N/A**

## **EXECUTIVE DIRECTOR'S REPORT**

### **DTMA Backflow/Cross Connection Prevention Program Update**

Mr. Hass reported that this project is off to a good start with installations to begin on commercial properties soon. He also stated that reports would be forthcoming to the DTMA regarding said installations.

### **South Tank Rehabilitation Project Update**

Mr. Hass reported that the South Tank had been drained with subsequent plans to paint the tank next week. Mr. Hass stated that he hopes to bring before and after pictures of the tank to the next meeting.

### **Delaware Valley University Interconnection Project Update**

Mr. Hass reported that the project design is underway

### **Water Main Extension and Water Service Project Summary – October 15, 2020/Developer Update**

Mr. Hass referenced his Water Main Extension and Water Service Project Summary with specific review of the following item:

#### **Arbor Square (Tabor Phase 2)**

Phase II of Tabor Village consists of a proposed 148 bed senior living facility. The water main construction was completed the week of October 5, 2020. The new water main connects the Commerce Center to Tabor Phase 1 providing a redundant supply to Arbor Square.

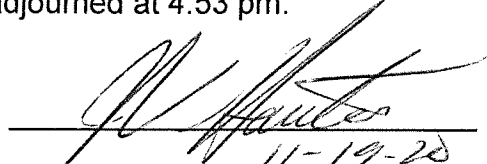
## **ANNOUNCEMENTS**

The next DTMA Board Meeting is scheduled for November 19, 2020 at 3:30 pm.

# ADJOURNMENT

The regular meeting of the DTMA was adjourned at 4:53 pm.

Respectfully submitted,  
Keith Hass  
Executive Director

  
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11-19-20  
Date