

DOYLESTOWN TOWNSHIP MUNICIPAL AUTHORITY
Minutes of Meeting
July 21, 2022

A meeting of the Doylestown Township Municipal Authority was held at 3:30pm on Thursday, July 21, 2022 in the Township Building with the following members in attendance: Joseph Van Houten, Chairman; Rod Stone, Treasurer; Daniel Stairiker, Secretary and Robert Shaffer, Assistant Secretary/Treasurer (via teleconference). 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. Mr. Kenneth Wallace, Finance Director, attended the portion of the meeting during which the 2021 DTMA Audit Review was discussed.

WELCOME

The DTMA Chairman, Mr. Joseph Van Houten, opened the meeting at 3:30pm.

VISITORS/PUBLIC AND BOARD OF DIRECTORS' COMMENTS

2021 DTMA Audit Review – Jeff Weiss, Zelenkofske Axelrod, LLC.

Mr. Jeff Weiss of Zelenkofske Axelrod, LLC., was welcomed to the meeting by DTMA Chairman, Mr. Joseph Van Houten. Mr. Weiss reviewed the 2021 DTMA Audit Review with the Authority members and indicated the audit will be submitted to the DCED.

ACTION ITEMS

MINUTES APPROVAL

June 16, 2022

Upon a motion by Mr. Stairiker, seconded by Mr. Stone and unanimously approved by the Authority, the minutes of the June 16, 2022 DTMA meeting was approved as presented.

REPORTS

AUTHORITY ENGINEER'S REPORT

**Contract #2021-1 Butler Avenue Water Main Extension
Request for Change Order #2-DOLI Construction Corporation**

Mr. Ciottoni indicated this added piping work was completed by DOLI Construction at the Delaware Valley University tank. He also mentioned that this particular change order was requested by the Authority.

Mr. Stairiker made a motion to approve the DOLI Construction Corporation, 120 Independence Lane, Chalfont, PA 18914, Change Order #2 in the amount of \$18,718.00 for work completed on Contract No. 2021-1 Butler Avenue Water Main Extension. Mr. Stone seconded the motion and the motion was unanimously approved by the Authority.

**Contract #2021-1 Butler Avenue Water Main Extension
Final Payment Application #5-DOLI Construction Corporation**

Mr. Ciottoni reported the Final Payment Application #5 will close out the Butler Avenue Water Main Extension Project. He reported the project was completed at a cost of approximately \$940,000 which is under the original contract value of \$987,000. He also reported that this approval will be contingent on receipt of specified close out documents as outlined in his letter of July 18, 2022.

Mr. Stone made a motion to approve the DOLI Construction Corporation, 120 Independence Lane, Chalfont, PA 18914, Final Payment Application #5 in the amount of \$77,939.90 for work completed on Contract No. 2021-1 Butler Avenue Water Main Extension contingent upon receipt of close out documents. Mr. Stairiker seconded the motion and the motion was unanimously approved by the Authority.

**Meadow Creek (60 Meetinghouse Road)
Request for Meadow Creek Escrow Reduction No. 1**

Mr. Ciottoni reported that this escrow release represents the first release of funds for this project. He recommended this reduction based on acceptable testing results of the recently installed water mains.

Mr. Stairiker made a motion to approve Meadow Creek, Triumph Building Group, 2324 Second Street Pike, Suite 20, Newtown, PA 18940 Escrow Release No. 1 reduction in the amount of \$117,549.00 with an escrow balance of \$40,789.00 remaining. Mr. Stone seconded the motion and the motion was unanimously approved by the Authority.

AUTHORITY SOLICITOR'S REPORT

**CDM Smith-PFAS Treatment Design Professional Services Agreement
Authorization to Execute Professional Services Contract No. 2022-3**

Mr. Magee reviewed the Professional Services Agreement with CDM Smith for the PFAS Design Treatment Project. He stated after Board discussion last month, the Agreement at this time excludes the pilot testing and the public outreach. The PSA limits the scope of engagement to \$229,220. Mr. Magee also stated that it is a standard agreement and he recommended approving the contract. Mr. Ciottoni clarified that this contract provides for a conceptual/process design but does not encompass design documents that would be put out to bid.

Mr. Stone made a motion to approve the CDM Smith, 2 Penn Center, 1500 JFK Boulevard, Suite 1208, Philadelphia, PA 19102 Preliminary Design PFAS Treatment Design Professional Services Contract No. 2022-3 in an amount not to exceed \$229,220.00. Mr. Stairiker seconded the motion and the motion was unanimously approved by the Authority.

EXECUTIVE DIRECTOR'S REPORT

Delaware Valley University Water System O & M Agreement Authorization to Execute 2022-2023 Delaware Valley University Contract Water Operations Agreement

Mr. Hass referenced a copy of the General Services Agreement between Delaware Valley University and Doylestown Township Municipal Authority regarding the daily operation and maintenance of the Delaware Valley University water system. Mr. Hass indicated this operation and maintenance agreement continues to provide for the DTMA services to the University.

Mr. Van Houten made a motion to approve and execute the Delaware Valley University Water Operations and Maintenance Agreement enabling the DTMA to operate and maintain their water system for 2022-2023. Mr. Stairiker seconded the motion and the motion was unanimously approved by the Authority.

Delaware Valley University Water Supply Agreement Authorization to Execute DTMA-Delaware Valley University Bulk Water Supply Agreement

Mr. Hass detailed with the completion of the Butler Avenue Water Main Project and the Delaware Valley University decommissioning their water supply system in accordance with DEP standards, Delaware Valley University is now able to purchase water from DTMA.

DTMA and Delaware Valley University worked together on a Bulk Water Supply Agreement. This is a ten-year Agreement enabling DTMA to supply water through the recently constructed water main extension. Mr. Hass clarified DTMA has not purchased the Delaware Valley University's existing, internal water system (i.e. pipes and tank).

Mr. Stairiker made a motion to approve and execute the Delaware Valley University Water Supply Agreement enabling the DTMA to supply water via a bulk water purchase agreement. Mr. Stone seconded the motion and the motion was unanimously approved by the Authority.

Neshaminy Manor

Mr. Hass reported DTMA increased the supply of water to the Neshaminy Manor water system at the Bucks County Water and Sewer Authority's request starting in July.

EPA Superfund Chem Fab Meet and Greet-July 15, 2022

Mr. Hass and Mrs. Lyons both attended the EPA Superfund Chem Fab Meet and Greet meeting on July 15, 2022 and reported on the extensive groundwater treatment taking place. In addition, miscellaneous PA elected officials and Environmental Protection Agency (EPA) employees were present at the kickoff.

NEW BUSINESS

BILL'S LIST: July 2022

Mr. Stairiker made a motion to approve the July 2022 Bills List for the General Fund Account in the amount of \$43,468.68; Developers Escrow Fund in the amount of \$94.50; Capital Improvement Fund in the amount of \$77,939.90; Prepaid Invoices in the amount of \$34,590.68; Prepaid ACH Credit Invoices in the amount of \$11,283.63; and Transfers to the Township in the amount of \$91,839.99. Mr. Stone seconded the motion that was then unanimously approved by the Authority.

TREASURER'S REPORT: July 2022

Mr. Stone made a motion approving acceptance of the Treasurer's Report for July 21, 2022 as presented. Mr. Stairiker seconded the motion and the motion was unanimously approved by the Authority.

EXECUTIVE SESSION

Doylestown Township Municipal Authority Solicitor, Mr. Richard Magee, as well as Mr. Alfred S. Ciottoni, Municipal Authority Engineer left the meeting as the Municipal Authority adjourned to Executive Session at 4:42pm to discuss the following:

DTMA v. Plumstead Township and the North Wales Water Authority
Bucks County Court of Common Pleas Docket No: 2020-00325

The regular meeting of the DTMA was reconvened at 5:02pm following its Executive Session.


ANNOUNCEMENTS

The next DTMA Board of Directors Meeting is scheduled for August 18, 2022 at 3:30pm.

ADJOURNMENT

With no further business to come before the Authority, the meeting was adjourned at 5:04pm.

Respectfully submitted,
Keith Hass
Executive Director



9/15/2022
Date