

# **DOYLESTOWN TOWNSHIP MUNICIPAL AUTHORITY**

## **MEETING MINUTES**

**OCTOBER 17, 2013**

A meeting of the Doylestown Township Municipal Authority was held at 4:00 pm on Thursday, October 17, 2013 in the Township Building with the following members in attendance: Chairman Ronald C. May; Vice Chairman C. Edward Hege; Secretary Richard A. Bach and Secretary – Treasurer Frank LaRosa. Also present at the meeting was: Executive Director Richard E. John; Authority Solicitor Richard D. Magee; Authority Engineer Alfred S. Ciottoni; Board of Supervisors Liaison to the Authority, Richard F. Colello; Authority Finance Officer Kenneth Wallace and Authority Senior Staff Accountant Koun Adelman.

### **ACTION ITEMS -**

#### **MINUTES APPROVAL: September 19, 2013**

Mr. Hege made a motion to approve the acceptance of the September 19, 2013 meeting minutes as presented. Mr. Bach seconded the motion and the motion was unanimously approved by the Authority.

#### **BILL'S LIST: October 17, 2013**

Mr. LaRosa made a motion to approve the October 19, 2013 Bills List for the General Fund in the amount of \$ 83,536.05; Repair & Replacement Fund in the amount of \$ 12,016.25; and the Prepaid Invoices in the amount of \$ 76,905.37. Mr. Bach seconded the motion and the motion was unanimously approved by the Authority.

#### **TREASURER'S REPORT: October 17, 2013**

Mr. Hege made a motion to approve acceptance of the Authority's Treasurer's Report for October 17, 2013 as submitted.

#### **BOROUGH OF DOYLESTOWN WATER WHEELING PROPOSAL:**

The Authority discussed the proposal and by consensus stated they would accept a wheeling charge of \$ 1.09 per thousand gallons of DTMA water wheeled through the Boro water system and that should the Borough increase their retail rate, the Authority understands the Borough would increase the wheeling fee at a percentage equivalent to any increase in the Borough retail rate, delayed by one budget year to provide DTMA with adequate notice for budgeting.

**BOROUGH OF DOYLESTOWN NOTIFICATION TO TERMINATE THE INTERMUNICIPAL AGREEMENT:**

The Authority acknowledged receipt of the Borough's September 17, 2013 Notice to Terminate the Intermunicipal Agreement letter.

**AUTHORITY MASTER PLANNING:**

Upon discussion, the Authority by consensus directed the Authority Engineer to update the Master Plan for capital projects generally in accordance with SC Engineer's Master Planning letter dated September 16, 2013 and to include preparation of options allowing for reduction of the Authority's dependence on the Borough's water system.

**CUSTODIAL RISK POLICY:**

The Authority reviewed a proposed Custodial Risk Policy and upon discussion directed the proposed policy be revised to include procedures for investment of Authority funds in relationship to the custodial risk policy.

**2014 PRELIMINARY BUDGET:**

Upon review of the Preliminary Budget draft, the Authority directed a new column be added on Page 4 titled 2013 ACTUAL PROJECTION in order to be able to compare the 2013 actual numbers to the proposed 2014 budget numbers.

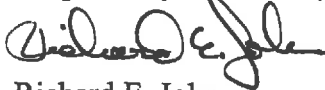
**OTHER ITEMS:**

**PROJECT STATUS** – The authority reviewed the status of projects listed on the agenda for the various projects to date, with no comment.

**ANNOUNCEMENTS:** It was noted the next Authority meeting will be November 21, 2013 starting at 4:00 pm in the Township Building.

**ADJOURNMENT:** 5:10 pm.

Respectfully Submitted,



Richard E. John  
Executive Director



Date: \_\_\_\_\_

11/21/13