

DOYLESTOWN TOWNSHIP MUNICIPAL AUTHORITY
Minutes of Meeting
July 21, 2016

A meeting of the Doylestown Township Municipal Authority was held at 4:00 p.m. on Thursday, July 21, 2016 in the Township Building with the following members in attendance: Richard A. Bach, Chairman; C. Edward Hege, Vice-Chairman; Frank LaRosa, Secretary; and Edward Harvey, Treasurer. Also present at the meeting was Richard E. John, Executive Director; Richard D. Magee, Jr., Municipal Authority Solicitor; Alfred S. Ciottoni, Municipal Authority Engineer and Rick Colello, Board of Supervisors Liaison to the Doylestown Township Municipal Authority.

ACTION ITEMS

MINUTES APPROVAL: June 16, 2016

Upon a motion by Mr. La Rosa, seconded by Mr. Hege, and unanimously approved by the Authority, the Minutes of the June 16, 2016 meeting were approved as submitted.

BILL'S LIST: July 21, 2016

Mr. LaRosa made a motion to approve the July 21, 2016 Bills List for the General Fund Account in the amount of \$26,026.24; Developers Escrow Fund in the amount of \$666.00; Debt Service Reserve Fund in the amount of \$-0-; Repair and Replacement Fund in the amount of \$19,362.71; Capital Improvement Fund in the amount of \$-0-; the Prepaid Invoices in the amount of \$39,463.61; the Prepaid ACH Credit Invoices in the amount of \$10,239.34 and Transfers to the Township in the amount of \$71,456.39. Mr. Hege seconded the motion and the motion was unanimously approved by the Authority.

TREASURER'S REPORT: July 21, 2016

Mr. Hege made a motion to approve acceptance of the July 21, 2016 Treasurer's Report as presented. Mr. LaRosa seconded the motion and the motion was unanimously approved by the Authority.

CROSS KEYS WATER SOURCE - WATER MAIN EXTENSION

Mr. Harvey made a motion subject to the Authority Township agreement, to approve notifying Doylestown Township of the need for the Authority to extend a water main within Plumstead Township for the purposes of supplying the Cross Keys area with safe drinking water, thereby reducing the amount needing to be wheeled through the backup connection with Doylestown Boro. Mr. Hege

seconded the motion and the motion was unanimously approved by the Authority.

The consensus of the Authority was to, once again, approach the Doylestown Boro Council and/or their Water Committee to determine if any other options could be considered between these two entities following preparation of numbers by the Executive Director and to allow the Solicitor and the Executive Director to confer with Plumstead Township as to whether an amendment to the tri-party agreement needs to occur or if a highway occupancy permit is sufficient.

ACTION ITEMS:

WEBSITE AGREEMENT: FOCUS MIX

Mr. Harvey made a motion to engage FOCUS MIX, to design and update the Authority website at a cost of \$1,700.00 to be paid in two installments of \$850.00 each and, once the website is established, to enter into a monthly maintenance agreement at a cost of \$62.50 per month with the hosting fee of \$20.00 being waived. Mr. LaRosa seconded the motion and the motion was unanimously approved by the Authority.

ACCEPTANCE OF AUDIT 2015 AND 2014 BY MAJOR & MASTRO, LLC

Mr. Harvey made a motion for approval and acceptance of the 2015 and 2014 AUDIT as presented by Major & Mastro, LLC. Mr. LaRosa seconded the motion and the motion was unanimously approved by the Authority.

OTHER BUSINESS:

FACILITY UPGRADES

1. CENTRAL BOOSTER STATION/METER PIT STATUS:

Mr. Ciottoni stated that the Central Booster Station has been operational for the past year with DEP's final inspection scheduled for July 26, 2016 following completion of the mechanical and telemetry installation in the meter pit.

2. NORTHWEST WELL #1 (RIDINGS) - DESIGN & ENGINEERING

Mr. Ciottoni stated that the Final Draft plan for design upgrade has been submitted to staff. Pending staff comments, it will be forwarded to DEP, followed by bidding and permitting with construction estimated by year end.

3. CROSS KEYS WATER SUPPLY STATUS:

Mr. John's memo to the Municipal Authority dated July 20, 2016 recommended the Authority extend the Saw Mill Road water main, in Plumstead Township, to a point of interconnection with the Authority Cross Keys water storage system. Mr. John stated this connection would become the primary water source for the Cross Keys water system and the existing source with Doylestown Borough would be returned to serving as backup to the Cross Keys system. The Authority consensus stated the connection should be made as recommended by Mr. John.

EMPLOYMENT APPLICATIONS - EXECUTIVE DIRECTOR POSITION

Approximately eight applications were received for this position. Messrs. Harvey and Bach agreed to participate in the interviews of candidates for the position of Executive Director of the Doylestown Township Municipal Authority with the final 2 to 3 candidates to possibly be brought before the entire Authority.

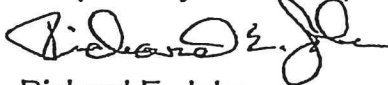
COMMUNICATION WITH THE PUBLIC --

The Authority discussed the need for more communication with Township residents and its customers in the Central Bucks area, as regards the quality of the groundwater it serves. It was noted a recent lowering of the allowable PFC limits by the EPA was the only reason the Authority shut down the Cross Keys Well. Mr. John stated that he would write an article to clarify these facts for the Township newsletter.

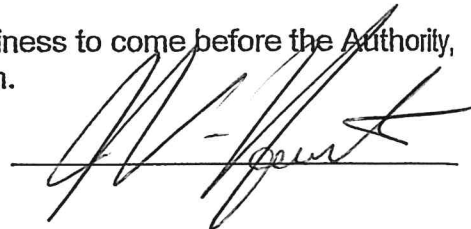
ANNOUNCEMENTS: The next meeting of the Doylestown Township Municipal Authority will be held on Thursday, September 18, 2016 starting at 4 pm.

ADJOURNMENT: There being no further business to come before the Authority, the Authority adjourned the meeting at 5:01 pm.

Respectfully submitted,



Richard E. John
Executive Director



12-15-16

Date