

DOYLESTOWN TOWNSHIP MUNICIPAL AUTHORITY
Minutes of Meeting
June 15, 2017

A meeting of the Doylestown Township Municipal Authority was held at 4:00 p.m. on Thursday, June 15, 2017 in the Township Building with the following members in attendance: Richard A. Bach, Chairman; C. Edward Hege, Vice-Chairman; Edward Harvey, Treasurer; Joseph Van Houten, Secretary and Kevin Green. Also present at the meeting was Keith Hass, 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.

The Board Chairman opened the meeting by stating that the Board would adjourn to Executive Session to deal with a personnel issue.

The public meeting of the Doylestown Township Municipal Authority reconvened at 4:14 pm.

Mr. Bach explained that the subject of the Board's Executive Session was to discuss the performance of Mr. Keith Hass as the new Executive Director of the Doylestown Township Municipal Authority. Mr. Bach stated that the Board has been extremely pleased with his performance throughout the past six months. Accordingly, Mr. Van Houten made a motion to increase Mr. Keith Hass' salary by \$5,000 beginning with the next pay period. Mr. Harvey seconded the motion which was unanimously approved by the Authority.

ACTION ITEMS

MINUTES APPROVAL: May 18, 2017

Mr. Magee made the following correction to the DTMA May 18, 2017 Minutes:

Authorization to Execute Addendum to Doylestown Greene Developer Agreement, page three sentence number two: He (Mr. Magee) also explained that a developer cannot assign his rights; strike the word "his" to be replaced with the word "its" and add: without the expressed written consent of the Authority.

Mr. Harvey made a motion to approve the minutes of the May 18, 2017 meeting minutes as corrected. Mr. Van Houten seconded the motion and the motion was unanimously approved by the Authority.

BILL'S LIST: June 2017

Mr. Van Houten made a motion to approve the June, 2017 Bills List for the General Fund Account in the amount of \$17,261.13; Developers Escrow Fund in the amount of \$522.00; Repair and Replacement Fund in the amount of \$127,383.17; Capital Improvement Fund in the amount of \$99,223.24; Prepaid Invoices in the amount of \$41,907.22; Prepaid ACH Credit Invoices in the amount of \$9,364.09 and Transfers to the Township in the amount of \$82,238.60. Mr. Harvey seconded the motion which was then unanimously approved by the Authority.

TREASURER'S REPORT: June 15, 2017

Mr. Van Houten made a motion to approve acceptance of the June 15, 2017 Treasurer's Report as presented. Mr. seconded the motion and the motion was unanimously approved by the Authority.

CAPITAL PROJECT UPDATES

2017 WATER METER REPLACEMENT PROJECT

Mr. Hass reported the following:

- 869 new meters installed (14 scheduled for installation this week).
- 135 customers have not responded to first or second letters.
- Second letter was sent to the remaining homeowners

Options regarding future steps were discussed by the Board with the consensus being to send a third letter via certified mail to the remaining residents. Mr. Hass will also develop a plan for presentation at the next meeting of the DTMA outlining future steps to be taken beyond this third letter aimed at bringing closure to this project.

NEW BRITAIN BOROUGH MYERS AVENUE PROJECT

Mr. Hass reported that there hasn't been a lot of movement on this project other than to state that easement locations and drawings need to be finalized and that progress is being made with obtaining the necessary easements.

RIDINGS WELL CAPACITY UPGRADE

Mr. Hass reported that after a six-month wait, the DEP Public Water Supply Permit has been obtained with bidding planned for later this year.

DEVELOPER PROJECT UPDATES

METRO STORAGE

Mr. Ciottoni reported that the developer is in the process of revising plans for this project for subsequent submission to the DTMA.

THE PAVILION AT FURLONG

Final design and pricing of water main expected this month from developer.

Mr. Hass stated that a meeting is scheduled for tomorrow to provide a status update for the final design and pricing of the water main from the developer. He also said that the plans are nearly complete and that construction is expected to begin sometime next year.

A memo dated June 15 from Stephanie Mason and Keith Hass to the Board of Supervisors was reviewed. Mr. Ciottoni stated that he was looking for concurrence from the Authority for the proposed plan with an estimated total of \$1,380,000 with \$688,400 in costs to be divided (though not equally) between Doylestown and Buckingham Townships.

Mr. Hass stated that DEP's deadline is today and that notification should be received by July 1.

Mr. Van Houten made a motion stating that the Doylestown Township Municipal Authority supports the overall project subject to receiving more financial and grant information from the DEP. Mr. Harvey seconded the motion and the motion was unanimously approved by the Authority.

The Chairman expressed his thanks for the work done on this project thus far and stated that this project represents light years of progress by the DTMA.

NORTHERN and CENTRAL WATER SYSTEM FLUSHING COMPLETED

Mr. Hass reported that flushing of the Northern and Central Water Systems has been completed.

Mr. Green requested an operational report on metrics of the system as well as a listing of open action items from previous meetings. Mr. Hass would work on a draft and Mr. Green will supply an example of an action item log.

NEW BUSINESS

DELAWARE VALLEY UNIVERSITY

Mr. Hass reported that he reached out to officials of Delaware Valley University and discovered that as of July 1, they need a certified operator for their system. A meeting was held with a subsequent proposal sent to them establishing that the DTMA would operate their water system. Mr. Hass stated that we are awaiting word from Del Val and that we should know the answer(s) next week, at which time, he would present the proposal to the Board of Supervisors for approval.

DELAWARE RIVERKEEPER NETWORK PETITION

Mr. Hass stated that the Delaware Riverkeeper Network has suggested reducing the PFC level down to 6. He also stated that he would attend the meeting that is being planned for further discussion of the petition.

OTHER BUSINESS

NEW BRITAIN BOROUGH INTER-MUNICIPAL AGREEMENT

Mr. Hass suggested that action on this item be tabled pending a review by New Britain Borough's Solicitor. He added that he anticipated execution of the agreement by the DTMA's next meeting.

FURLONG DISTRIBUTION SYSTEM (DEP GRANT APPLICATION)

(Reference report under Developer Project Update – The Pavilion at Furlong.)

MEETING WITH CARBON FILTER SYSTEM MANUFACTURER – MAY 23RD

In an effort to make sure that due diligence is observed relative to carbon filter systems, Mr. Ciottoni investigated all avenues to treat our wells and options were discussed by the members of the DTMA.

TOUR OF HORSHAM WATER AND SEWER AUTHORITY PFOS CARBON UNITS – JUNE 20TH

Messrs. Hege and Van Houten agreed to join Mr. Hass for this scheduled tour of the Horsham Water and Sewer Authority PFOS Carbon Units.

WATER MAIN EXTENSION POLICY

Given a general consensus of the Authority to increase and grow the system, Mr. Ciottoni suggested that the DTMA consider the development of a policy by which a decision could be made to offer water service to Township residents going forward. Mr. Magee agreed that the application of a standard policy would be necessary in order to evaluate projects on a uniform basis. Factors such as contamination issues, the number of interested residents, concurrent projects and the possibility of capital contributions would constitute part of the evaluation process though no guarantees would be established. Messrs. Hass and Ciottoni agreed to develop a draft policy for consideration at a future meeting of the DTMA.

Mr. Green highlighted the need for a plan for prioritizing DTMA main extension projects. Mr. Hass indicated the staff is currently working on the list.

Mr. Green and the Board discussed the possibility of new customers retaining their private wells as an incentive to connect to public water. Mr. Green was asked to check DTMA bylaws to investigate the possibility.

**AWWA ANNUAL CONFERENCE AND EXPOSITION (ACE)
PHILADELPHIA, PA, JUNE 11TH – 14TH**

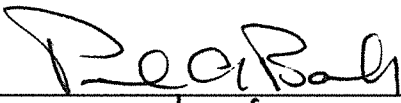
Field Operators' Day (Tuesday, June 13th)

Smaller Utilities Day (Wednesday, June 14th)

ANNOUNCEMENTS: The next meeting of the Doylestown Township Municipal Authority will be held on Thursday, July 20, 2017 starting at 4 pm.

ADJOURNMENT: There being no further business to come before the Authority, the meeting was adjourned at 6:01 pm.

Respectfully submitted,
Keith Hass
Executive Director



9/28/2017

Date