

DOYLESTOWN TOWNSHIP MUNICIPAL AUTHORITY
Minutes of Meeting
December 19, 2019

A meeting of the Doylestown Township Municipal Authority was held at 3:30 p.m. on Thursday, December 19, 2019 in the Township Building with the following in attendance: Richard Bach, Chairman; Joseph Van Houten, Secretary; Kevin Green, Treasurer; Rod Stone, Assistant Secretary/Treasurer and Daniel Stairiker. Also present at the meeting was Keith Hass, Executive Director; Richard D. Magee, Jr., Municipal Authority Solicitor; Alfred S. Ciottoni, Municipal Authority Engineer; Rick Colello, Board of Supervisors Liaison to the Doylestown Township Municipal Authority and Debra Heaney, Finance Assistant. Kenneth Wallace, Finance Director, joined the meeting for discussion of the 2020 DTMA Budget. Jeffrey P. Garton, Township Solicitor, joined the meeting for Executive Session.

ACTION ITEMS

MINUTES APPROVAL: November 21, 2019

Upon a motion by Mr. Van Houten, seconded by Mr. Stone and unanimously approved by the Authority, the minutes of the November 21, 2019 DTMA meeting were approved as submitted.

BILL'S LIST: December 2019

Mr. Van Houten made a motion to approve the December 2019 Bills List for the General Fund Account in the amount of \$30,638.31; Developers Escrow Fund in the amount of \$40.71; Capital Improvement Fund in the amount of \$136,803.72; Prepaid Invoices in the amount of \$6,056.02; Prepaid ACH Credit Invoices in the amount of \$10,305.30 and Transfers to the Township in the amount of \$87,082.26. Mr. Stairiker seconded the motion but before a vote was taken Mr. Van Houten amended his motion deleting checks related to the PACT ONE, LLC. Contract 2018-1 Furlong Area Water System. Mr. Green seconded the amended motion which was then unanimously approved by the Authority.

TREASURER'S REPORT: December 19, 2019

Mr. Van Houten made a motion to approve acceptance of the December 19, 2019 Treasurer's Report as presented. Mr. Green seconded the motion and the motion was unanimously approved by the Authority.

REQUEST FOR CHANGE ORDER #1 PACT ONE, LLC. – CONTRACT 2018-1 FURLONG AREA WATER SYSTEM

DTMA Engineer, Mr. Ciottoni, reviewed and recommended Contract 2018-1 Furlong Area Water System Change Order #1 with the members of the DTMA. DTMA Solicitor, Mr. Magee, explained that the key element in the close out of this contract included finalizing Change Order #1 with PACT ONE, LLC, with subsequent resolution with Buckingham Township. DTMA Board Chair, Mr. Bach, affirmed Mr. Magee’s recommendation. DTMA Board Chair, Mr. Bach, affirmed Mr. Magee’s recommendation.

Upon a motion by Mr. Stone, seconded by Mr. Van Houten, the DTMA unanimously approved PACT One, LLC, P.O. Box 74, Ringoes NJ 08551 Change Order Request #1 in the compensating amount of (-\$16,493.17) for work completed on Contract 2018-1: Furlong Area Water System. This Change Order includes construction issues beyond PACT’s original scope of work and a compensating change order.

REQUEST FOR FINAL PAYMENT APPLICATION #9 PACT ONE, LLC. – CONTRACT 2018-1 FURLONG AREA WATER SYSTEM

Mr. Stone made a motion to approve PACT One, LLC, P.O. Box 74, Ringoes, NJ 08551 Final Payment Request #9 in the amount of \$49,750.00 for work completed on Contract 2018-1: Furlong Area Water System. The payment authorization is subject to receipt of the final as-built drawings. Mr. Van Houten seconded the motion which was then unanimously approved by the DTMA.

REQUEST FOR FINAL APPROVAL OF THE 2020 DTMA BUDGET

Mr. Wallace reviewed the 2020 DTMA Budget as preliminarily discussed at the October and November DTMA meetings with final modifications incorporated to include funding for the Pebble Ridge/Woodridge project and the Central Booster Station emergency generator as well as for the additional 2020 payroll week. Based on the revisions presented, Mr. Van Houten made a motion to approve the 2020 DTMA Budget as presented. Mr. Green seconded the motion and the motion was unanimously approved by the Authority.

REQUEST FOR AUTHORIZATION TO APPROVE AMENDMENT #1 TO THE DOYLESTOWN TOWNSHIP – DTMA MANAGEMENT AGREEMENT

Mr. Hass reviewed Amendment #1 to the Doylestown Township – DTMA Management Agreement and explained that the proposed amendment seeks to address a concern raised by the PA Auditor General’s office during a 2018 pension audit. This Amendment clarifies and strengthens the Agreement between the two entities that all employees working on behalf of DTMA are considered Township employees. Mr. Stone made a motion to approve the First

Amendment to the July 16, 1993 Doylestown Township – DTMA Management Agreement as presented. Mr. Green seconded the motion and the motion was unanimously approved by the Authority.

REQUEST FOR AUTHORIZATION TO BID SOUTH ONE TANK REHABILITATION

Mr. Hass stated that the South One Tank rehabilitation bid opening is tentatively scheduled for February 4, 2020 pending completion of the engineering specifications. Mr. Van Houten made a motion to approve public bidding of the rehabilitation of the South One Tank. Mr. Green seconded the motion and the motion was unanimously approved by the Authority.

REQUEST FOR AUTHORIZATION TO AUCTION ONAN STANDBY GENERATOR

Mr. Hass stated that the 2019 newly installed generator replaced the generator at the DTMA South Well #7. Mr. Van Houten made a motion to approve sending the 1987 Onan Standby Generator to J.J. Kane Auctioneers. Mr. Stairiker seconded the motion and the motion was unanimously approved by the Authority.

NEW BUSINESS

None

OLD BUSINESS

Water Main Extension and Water Service Project Update

Mr. Hass referenced the Water Main Extension and Water Service Project Update with the members of the DTMA with a specific review of the following projects:

- Ashbridge at Furlong, Souderton Associates, York (SR 263) and Rogers Road
- Knoell Property, County Builders, Inc., New Britain Borough
- The Tabor Village – Phase I and Phase II
- Doylestown Hospital – Phase 2 Medical Office Building
- Wawa, Buckingham Township
- Burke Tract (Bristol Road and Upper State Road)
- Central Bucks Family YMCA (Lower State Road)
- Doylestown Walk (Lower State Road and Bristol Road)
- Oscar Hammerstein Museum (70 East Road)

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Proposed Township Water Well Testing Ordinance

Mr. Hass explained that, in an effort to provide due diligence to residents with private wells at the time of property sales, the proposed ordinance would establish that any Doylestown Township resident with a private well must test for certain contaminants at the time of sale. In response to a question posed by the DTMA Chairman, Mr. Bach, Mr. Colello suggested that a letter be sent from the DTMA to the Board of Supervisors in support of this proposed ordinance.

With no action required at this time; Mr. Hass agreed to place this item on the DTMA's January meeting agenda for further discussion and to collect comments from members of the DTMA for subsequent presentation to the Board of Supervisors at their March meeting.

ANNOUNCEMENTS

The next DTMA Board Meeting is scheduled for Thursday, January 16, 2020 at 3:30pm.

The tentative 2020 DTMA meeting schedule is January 16, February 20, March 19, April 16, May 21, June 18, July 16, August 13 (second Thursday of August), September 17, October 15, November 19 and December 17 with all meetings to begin at 3:30pm.

EXECUTIVE SESSION

The Municipal Authority adjourned to Executive Session at 4:36pm for the purpose of discussing potential litigation with Plumstead Township concerning the existing Bulk Water Agreement between the DTMA and Plumstead Township and Plumstead Township's recent action of entering an agreement with the North Wales Water Authority. Richard Magee, Municipal Authority Solicitor, did not participate in the Executive Session.

ADJOURNMENT

The regular meeting of the DTMA was reconvened following its Executive Session but with no further business to come before the Authority, the meeting was adjourned at 4:59 pm.

Respectfully submitted,
Keith Hass
Executive Director

Date

