

DOYLESTOWN TOWNSHIP MUNICIPAL AUTHORITY
Minutes of Meeting
June 15, 2023

A meeting of the Doylestown Township Municipal Authority was held at 3:30pm on Thursday, June 15, 2023 in the Township Building with the following members in attendance: Joseph Van Houten, Chairman; Kevin Green, Vice Chairman; Daniel Stairiker, Secretary and Rod Stone, Treasurer. Also present at the meeting was Keith Hass, Executive Director; Richard D. Magee, Jr., Municipal Authority Solicitor and Alfred S. Ciottoni, Municipal Authority Engineer.

WELCOME

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

VISITORS/PUBLIC AND BOARD OF DIRECTORS' COMMENTS

No visitors attended the DTMA meeting.

ACTION ITEMS

MINUTES APPROVAL

Upon a motion by Mr. Green, seconded by Mr. Stairiker and unanimously approved by the Authority, the minutes of the May 18, 2023 Board of Directors PFAS Work Session was approved as corrected below:

- Also present at the meeting was Keith Hass, DTMA Executive Director.

Upon a motion by Mr. Green, seconded by Mr. Stairiker and unanimously approved by the Authority, the minutes of the May 18, 2023 DTMA Board of Directors meeting was approved as corrected below:

- Also present at the meeting was Keith Hass, DTMA Executive Director.

REPORTS

AUTHORITY ENGINEER'S REPORT

DTMA DESIGN, BIDDING AND CONSTRUCTION SUPPORT SERVICES FOR PFAS TREATMENT FACILITY UPDATE

Mr. Ciottoni provided the following updates relative to this project:

- The DTMA currently has a verbal agreement with Gilmore & Associates (G&A) on this contract and is awaiting contract execution.
- A “kick-off” meeting was held the week of June 4th.

Following Mr. Ciottoni’s update, a discussion ensued regarding the possibility of proposing a bonus to Gilmore & Associates as an incentive to get the project application into PennVest by their November 1 deadline. The goal of this incentive is to cover potential G&A staffing and overtime costs, if necessary.

Upon a motion by Mr. Van Houten, seconded by Mr. Stairiker, the DTMA unanimously approved a potential addendum to the DTMA PFAS treatment contract with Gilmore & Associates offering a financial incentive not to exceed \$23,000 for submitting all necessary permit applications for Phase I of the DTMA PFAS project to PennVest no later than September 15.

AUTHORITY SOLICITOR’S REPORT

No report was issued by the Authority Solicitor at this time.

EXECUTIVE DIRECTOR’S REPORT

REQUEST TO SEND EQUIPMENT TO AUCTION

Mr. Hass referenced the board packet outlining efforts to auction DTMA equipment. The equipment is no longer used by the DTMA.

Mr. Van Houten made a motion authorizing the auction of various DTMA equipment to the Municibid online auction and J.J. Kane Auctioneers as described by Mr. Hass in his memo to the Board dated June 12, 2023. Mr. Green seconded the motion and the motion was unanimously approved by the Authority.

DROUGHT IMPACTS

Mr. Hass provided a brief update regarding the current groundwater and surface water deficit due to the lack of sufficient rainfall and the increase in demand for water. He explained that the NWWA is asking customers for a voluntary cut-back of water. In expectation of an imminent Drought Watch issuance by DEP for Bucks and Montgomery Counties, Mr. Hass indicated DTMA will post on their website conservation measures. Mr. Hass and Mr. Ciottoni will also review and update the DTMA drought contingency plan.

NEW BUSINESS

BILL’S LIST: June, 2023

Mr. Green made a motion to approve the June 2023 Bills List for the General Fund Account in the amount of \$86,274.53; Developers Escrow Fund in the amount of \$5,056.26; Capital Improvement Fund in the amount of \$14,677.64; Prepaid Invoices in the amount of \$548.39; Prepaid ACH Credit Invoices in the amount of \$11,646.74; and Transfers to the Township in the amount of \$99,551.69. Mr. Stone seconded the motion and the motion was then unanimously approved by the Authority.

TREASURER'S REPORT: June, 2023

Mr. Stone made a motion approving acceptance of the June 15, 2023 Treasurer's Report as presented. Mr. Stairiker seconded the motion and the motion was unanimously approved by the Authority.

ANNOUNCEMENTS

The next DTMA Board of Directors Meeting is scheduled for July 20, 2023 at 3:30 pm.


EXECUTIVE SESSION

An Executive Session of the DTMA was not entertained at this meeting.

ADJOURNMENT

With no further business to come before the Authority, the meeting was adjourned at 4:26pm.

Respectfully submitted,
Keith Hass
Executive Director



7/20/2023
Date