

**DOYLESTOWN TOWNSHIP MUNICIPAL AUTHORITY**  
**Minutes of Meeting**  
**February 15, 2024**

A meeting of the Doylestown Township Municipal Authority was held at 3:30pm on Thursday, February 15, 2024 in the Township Building with the following members in attendance: Joseph Van Houten, Chairman; Kevin Green, Vice-Chairman; Robert Shaffer Treasurer (via Zoom @ 3:35pm); and Daniel Stairiker, Secretary. Also present at the meeting was Keith Hass, Executive Director (via Zoom); Brent Eaton, Water Superintendent; 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 3:31 pm.

**VISITORS/PUBLIC AND BOARD OF DIRECTORS' COMMENTS**

No visitors attended the DTMA meeting.

**ACTION ITEMS**

**MINUTES APPROVAL**

Upon a motion by Mr. Stairiker, seconded by Mr. Green and unanimously approved by the Authority, the minutes of the January 18, 2024 Board of Directors Regular Meeting was approved as presented.

**REPORTS**

**AUTHORITY ENGINEER'S REPORT**

**Contract No. 2022-1: Generator Installations**

Mr. Ciottoni updated that the work at the Central Booster Pumping Station is almost complete with the Neshaminy Manor Pumping Station work ongoing.

Mr. Van Houten made a motion to approve Eastern Environmental Contractors, Inc., 6304 5<sup>th</sup> Street, P.O. Box 278, Green Lane, PA 18054 Payment Application #2 in the amount of \$31,825.55 for work completed on the Contract No. 2022-1: Generator Installations project. Mr. Green seconded the motion and the motion was unanimously approved by the Authority.

## **PFAS Design Treatment Facilities Update**

Mr. Ciottoni provided an update on the PFAS Design Treatment Facilities project. He reviewed the fact that the February 7 deadline was not met due to the fact that the DEP required a full planning module versus the exemption application that was submitted by the DTMA.

Mr. Ciottoni reported on the January 24, 2024 meeting with Gilmore & Associates, Inc. in which he emphasized the importance of all permits being submitted in time for the May 8 PennVEST application deadline including the DEP Wastewater Plan Module. The Board recommended a meeting with Gilmore & Associates as soon as possible to confirm the schedule for permitting applications.

## **AUTHORITY SOLICITOR'S REPORT**

No report was given at this time by the Authority Solicitor, Mr. Richard Magee.

## **OPERATIONS**

### **Contract No. 2023 – 1 & 2 – Cross Keys Pump Station Project Kickoff**

Mr. Brent Eaton reported on the following items via Powerpoint as related to the Cross Keys Pump Station Project:

- Existing structure
- Demolition to date
- Excavation and backfill of abandoned water system
- Current flooring and lighting

He reviewed some of the planned changes and stated that the project is moving along nicely.

In response to Mr. Green's question, Mr. Eaton reported that the installation of security cameras has not yet been discussed as this station and tank are housed within a fence.

## **EXECUTIVE DIRECTOR'S REPORT**

### **2023 Grant Projects Updates**

Mr. Hass provided an update on the grants received in December. He explained that the documents were all executed and awaiting return from the DCED. In the meantime, he reported the following:

- The DTMA can begin surveying and engineering. In fact, surveying work began along Pine Run Road.
- Easements are being considered.

- The Forest Park Interconnection project has not yet begun.

### **DTMA Cyber Security Update**

Mr. Hass reported on recent security breaches and threats to the nation's water and sewer systems. The FBI and CIA are investigating the attacks and will be participating in an upcoming security webinar. He stated the DTMA is planning to attend a FBI/CIA webinar scheduled for February 22<sup>nd</sup>. He welcomed interested members of the DTMA board to attend the webinar.

## **NEW BUSINESS**

### **BILL'S LIST: February 2024**

Mr. Stairiker made a motion to approve the February 2024 Bills List for the General Fund Account in the amount of \$21,205.52; Developers Escrow Fund in the amount of \$1,472.00; Capital Improvement Fund in the amount of \$58,314.55; Prepaid Invoices in the amount of \$33,943.41, Prepaid ACH Credit Invoices in the amount of \$15,057.60; and Transfers to the Township in the amount of \$94,971.78. Mr. Green seconded the motion and the motion was then unanimously approved by the Authority.

### **TREASURER'S REPORT: February 15, 2024**

Mr. Green made a motion approving acceptance of the February 15, 2024 Treasurer's Report as presented. Mr. Stairiker seconded the motion and the motion was unanimously approved by the Authority.

## **ANNOUNCEMENTS**

### **2024 PMAA Board Member Training – April 4, 2024, Allentown, PA**

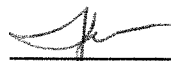
Mr. Van Houten reminded the board members about the upcoming 2024 PMAA Board Member Training scheduled to be held on April 4, 2024 in Allentown, Pennsylvania and urged interested Board members to attend.

The next **DTMA Board of Directors Meeting** is scheduled for March 21, 2024 at 3:30pm.

## **ADJOURNMENT**

With no further business to come before the Authority, the meeting was adjourned at 4:13pm.

Respectfully submitted,  
Keith Hass  
Executive Director

  
\_\_\_\_\_  
3/21/2024  
\_\_\_\_\_  
Date