

**DOYLESTOWN TOWNSHIP MUNICIPAL AUTHORITY**  
**Minutes of Meeting**  
**April 21, 2011**

A meeting of the Doylestown Township Municipal Authority was held at 4:00 p.m. on Thursday, April 21, 2011 in the Township Building with the following members in attendance: C. Edward Hege, Vice-Chairman; Ed Harvey, Treasurer; Richard A. Bach, Secretary and Frank LaRosa, Assistant Secretary/Treasurer. Also present at the meeting was Alfred S. Ciottoni, Authority Engineer; Richard D. Magee, Authority Solicitor; Richard E. John, Executive Director; Thomas Scarborough, Jr., Board of Supervisors Liaison to the Authority; Kenneth Wallace, Finance Officer; Koun Adelman, Senior Staff Accountant and Sandra Zadell, Assistant Township Manager & Stephanie J. Mason, Township Manager.

**ACTION ITEMS**

**MINUTES APPROVAL: March 17, 2011**

Mr. LaRosa made a motion to approve the March 17, 2011 DTMA Minutes as submitted. Mr. Bach seconded the motion and the motion was unanimously approved by the Authority.

**TREASURER'S REPORT: April 21, 2011**

Mr. Bach made a motion to approve acceptance of the April 21, 2011 Treasurer's Report as submitted. Mr. Hege seconded the motion and the motion was unanimously approved by the Authority.

**BILL'S LIST: April 27, 2011**

Mr. LaRosa made a motion to approve the April 21, 2011 Bills List for the General Fund Account in the amount of \$105,947.69; the Developer's Escrow Fund in the amount of \$153.00; the Repair and Replacement Fund in the amount of \$3,702.24; the Capital Improvement Fund in the amount of \$20.91 and the Prepaid Invoices in the amount of \$102,442.47. Mr. Bach seconded the motion and the motion was unanimously approved by the Authority.

**MEMORIAL – BERRY/GILMOUR SIGNS**

Mr. Bach made a motion for approval of the Berry/Gilmour memorial signs as designed and the purchase thereof in the amount of \$1,378.00 each, subject to review of the Board of Supervisors. Mr. Harvey seconded the motion and the motion was unanimously approved by the Authority.

## CREDIT & DEBIT CARD SERVICE – NATIONWIDE PAYMENT SOLUTIONS

Mr. John introduced discussion of the concept of a credit and debit card service for the Doylestown Township Municipal Authority with reference to his memo to the Authority dated April 15, 2011. Highlights and benefits of the service were presented by Sandra Zadell of the Township Staff. Mr. LaRosa made a motion to approve the use of Nationwide Payment Solutions for receiving payments by credit and debit card subject to the Township approving same. Mr. Harvey seconded the motion which was then unanimously approved by the Authority.

## OTHER ITEMS –

### 202 PARKWAY WATER MAIN RELOCATION PROJECT –

**Lower State Road:** Mr. John reviewed the latest developments relative to the work being done on the relocation of the Lower State Road Water Main at it's intersection with the 202 Parkway. He stated PennDOT was trying to solidify the proposed cost with their contractor, JDM, in accordance with JDM's force account contract pricing.

**Wells Road:** Mr. John reviewed the current status of relocating the Wells Road Water Main by hanging on the 202 Parkway bridge over Wells Road. He stated the contractor has indicated they would be hanging the main during the month of May, 2011. He indicated this may be a bit optimistic as the bridge supports have yet to be completed.

### CROSS KEYS LETTER OF REQUEST –

**Draft letter seeking cost reimbursement:** Mr. Magee apologized to the Municipal Authority stating that he was not yet ready to present this letter. He reviewed his desire to be very cautious before moving ahead with this letter and requested an additional review by Messrs. Ciottoni and John prior to its presentation to the Municipal Authority at the next meeting.

### EDISON TO POOLS CORNER WATER SERVICE CONNECTION PROJECT

**Draft letter seeking water service applications:** Mr. John referenced his memo to the Municipal Authority dated April 14, 2011 containing a draft of a letter to adjacent property owners regarding public water connection to the Edison to Pools Corner water main. Mr. John's memo of January 21, 2011 was referenced as background information for discussion of this topic with regard to establishing the connection costs. Mr. Ciottoni stated that in his opinion the Authority could utilize a Tap In Fee for recapturing costs over a longer period of time, especially when associated with a transmission main. He stated cost recovery associated with a distribution main could be by connection fee and would be recaptured at time of a connection. This cost would be shared by the

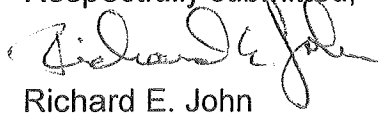
benefiting property owners. A lengthy discussion followed and the topic was tabled till the Authority's next meeting pending Mr. Ciottoni's review and possible revision of the Tap In Fee. The Board directed Mr. Ciottoni to provide the Authority his findings and recommendations regards the Tap In Fee structure as soon as possible.

MISCELLANEOUS

**ANNOUNCEMENTS:** The next meeting of the Doylestown Township Municipal Authority will be held on Thursday, May 19, 2011 starting at 4 pm.

**ADJOURNMENT:** There being no further business to come before the Authority, the meeting was adjourned at 5:10 pm.

Respectfully submitted,



Richard E. John  
Executive Director



5/19/2011

Date