

# DOYLESTOWN TOWNSHIP MUNICIPAL AUTHORITY

## Minutes of Meeting

**October 15, 2015**

A meeting of the Doylestown Township Municipal Authority was held at 4:00 p.m. on Thursday, October 15, 2015 in the Township Building with the following members in attendance: Ronald C. May, Chairman; C. Edward Hege, Vice-Chairman; Edward Harvey, Treasurer; Richard A. Bach, Secretary and Frank LaRosa, Assistant Treasurer/Secretary. Also present at the meeting was Richard E. John, Executive Director; Richard D. Magee, Municipal Authority Solicitor; Alfred S. Ciottoni, Municipal Authority Engineer; Rick Collelo, Board of Supervisors Liaison to the Doylestown Township Municipal Authority; Kenneth Wallace, Finance Director and Koun Lim, Senior Accountant.

### **ACTION ITEMS**

#### **MINUTES APPROVAL: September 17, 2015**

Upon a motion by Mr. LaRosa, seconded by Mr. Hege, and unanimously approved by the Authority, the Minutes of the September 17, 2015 meeting were approved as submitted.

#### **BILL'S LIST: October 15, 2015**

Mr. LaRosa made a motion to approve the October 15, 2015 Bills List as follows: General Fund in the amount of \$18,199.41; Developers Escrow Fund in the amount of \$2,624.27; Repair and Replacement Fund in the amount of \$510.83; Capital Improvement Fund in the amount of \$-0-; Prepaid Invoices in the amount of \$52,199.28; the Prepaid ACH Credit Invoices in the amount of \$1,458.78; Debt Service Reserve Fund in the amount of \$-0-; and a Transfer From DTMA to DTWP in the amount of \$66,509.42 for Rent, Wages and Benefits. Mr. Hege seconded the motion and the motion was unanimously approved by the Authority.

#### **TREASURER'S REPORT: October 15, 2015**

Mr. LaRosa made a motion to approve acceptance of the October 15, 2015 Treasurer's Report as submitted. Mr. Hege seconded the motion and the motion was unanimously approved by the Authority.

**PEBBLE RIDGE/WOODRIDGE DESIGN AND ENGINEERING SERVICES FOR WATER MAIN AND SERVICE CONNECTIONS**

No action was taken with respect to consideration of a motion for approval to engage Gilmore & Associates, Inc., in the amount of \$94,200.00 for design and engineering related to the proposed water system expansion in the Pebble Ridge and Woodridge Areas of the Township.

**PINE MILL CIRCLE – AS BUILT ACCEPTANCE**

Mr. Harvey made a motion of approval for acceptance of the Pine Mill Circle As Built Plans as recommended by SCE in a review letter dated September 21, 2015. Mr. Hege seconded the motion and the motion was unanimously approved by the Authority.

**STONE BARN MANOR REQUEST FOR ESCROW RELEASE # 1**

Mr. Harvey made a motion for conditional approval to release escrowed financial security in the amount of \$86,521.95 to RJA Investment Fund V, LP related to construction of the water system for Stone Barn Manor as recommended by Pickering, Corts and Summerson (construction surveillance inspectors) in a letter to be released October 19, 2015. (The condition of approval required receipt of the PC&S letter approving the release.) Upon release of the above security, \$ 17,459.17 will remain as security in the amended letter of credit. Mr. Hege seconded the motion and the motion was unanimously approved by the Authority.

**CENTRAL BOOSTER STATION REQUEST FOR PAYMENT # 4**

Mr. Bach made a motion for approval to pay \$ 8,091.90 to Eastern Environmental Contractors for work completed on the Central Booster Station per SCE letter of recommendation dated 10/13/15. Upon payment, the remaining balance is \$96,253.00 for payment of work yet to be completed in the Memorial Drive meter pit. Mr. Harvey seconded the motion and the motion was unanimously approved by the Authority.

**VISITORS**

Mr. and Mrs. Franklin and Elizabeth Burke addressed the Municipal Authority with a request to waive an excessive water bill caused by an unknown water leak that occurred on their property while they were away for an extended period of

time. Mr. May explained that while the DTMA could not waive the bill itself, they would waive all the penalties and suggested that the Burkes arrange a payment plan with the office. Mr. May explained that they could set the amount and instructed them to be in touch with Koun Lim to arrange the payment plan.

## **CAPITAL PROJECTS & FACILITY UPGRADES:**

### **CENTRAL BOOSTER STATION PUMP REPLACEMENT –**

Mr. Ciottoni reviewed the status of this project whose contract began in March. As of October, 2015 both pumps have been installed and are operational. Eastern Environmental Contractors should be concluding the base contract shortly. Work continues on the Change order # 1.

### **CENTRAL BOOSTER STATION VALVE CLOSURES –**

Mr. Ciottoni reviewed the status of this project. Under the approved Change Order #1, Eastern Environmental Contractors will be installing altitude valves at the Teversall meter pit to help control flows and pressures of water moving back and forth between the Boro and the DTMA systems. Once completed, this will help control wheeling costs.

### **FURLONG WATER SUPPLY –**

The DTMA Engineer provided an update on this project explaining that he has sought contact with The Pavilion Engineer (Van Cleef) seeking updated info on the existing well, thought to be eventually placed in use for the now proposed Pavilion Development. The Engineer will also continue looking at other sites thought to be good sources within the Furlong area of Doylestown Township and will contact Del Val Consultants for evaluation of various well sites.

Since the DTMA's July meeting, the Authority Solicitor has spoken with the Pavilion Attorney (Ed Murphy) who stated the developer would be on board with the creation of a public water system within Furlong which would include the Pavilion site. The developer has yet to

receive an approval from the Township to move forward with the latest development design. The biggest concern is the amount of impervious surface. At the October Board of Supervisors meeting, while not receiving sketch plan approval nor denial, the developer was asked to take another look at resolving the impervious surface concern.

The Executive Director spoke with Temple Judea attorney (Gia Raffaelli) who indicated Temple Judea would be interested in receiving public water for the Temple and surrounding area. She also stated at the October Board of Supervisors meeting that the Temple is in support of the development and construction of a public water system in Furlong.

#### **NORTH WELL #3 & #4 UPGRADES –**

Operations reported both wells are back on line with much improved pumping volumes.

#### **NORTH WEST WELL #1 WELL STATION UPGRADES –**

The Authority, at its March 2015 meeting, approved the Engineer upgrading the pumping and electrical systems of the Northwest Well #1 station in order to meet permitted pumping volumes. The pump and motor have been replaced and tests show it has increased its production with less pump run time. The goal is to pump more water while staying within permitted limits and thus reduce the dependence on the North Penn Interconnect. The Engineer will continue design and engineering for the upgrade of this well station.

#### **PEBBLE RIDGE/WOOD RIDGE WATER MAIN EXTENSIONS – LETTERS**

The Authority directed that a letter be sent regarding a potential to make public water available throughout the Pebble Ridge and Wood Ridge developments. A letter prepared by the Executive Director was approved by the DTMA in August and mailed to 168 property owners on September 2, 2015. By the September 17, 2015 meeting the Authority had received the following responses:

Yes 20

Undecided 25

No 14

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At the September meeting the Authority directed letters be resent to non-respondents. 109 letters were resent on September 30, 2015. The mailing solicited, as of October 14, 2015, the following results:

Yes   19                        Undecided   23                        No   14  

Mr. May suggested that the DTMA establish some financial guidelines to help determine whether or not to move forward with this project. Mr. Ciottoni agreed to prepare some calculations for consideration by the DTMA. AT the October 15, 2015 Authority meeting, Mr. Ciottoni reviewed with the Authority his proposed water main extensions and associated costs for expansion throughout the Pebble Ridge/Wood Ridge areas. A lengthy discussion related to expansion of the water mains throughout the Pebble Ridge/Wood Ridge areas ensued among the Authority members however no consensus was reached.

**2016 PRELIMINARY/DRAFT BUDGET**

Mr. Kenneth Wallace reviewed specific pages of the 2016 DTMA Preliminary/Draft Budget and answered questions posed by the members of the Authority. Mr. John then referenced his memo to the Authority dated October 14, 2015, regarding a proposed office rent increase based on the square footage the Authority administrative staff uses for Authority business. The consensus of the Authority was to include the proposed increase in the 2016 DTMA budget. The new rent to be paid to the Township is \$ 37,928.52 (2,422 sq. ft. X \$ 15.66 per sq. ft.)

**OTHER ITEMS –**

**PROJECT STATUS:**

**2014/15 Projects -**

**Autoland North** - Project moving forward with demolition of former lumber yard. D&E agreements signed September 25, 2015. Construction financial security to be held in escrow, was posted in cash in the amount of \$99,009.00. Escrow to be held at National Penn Bank. The Professional Services Agreement in the amount of \$ 15,400.00 has not been received to date.

**Bailey's Square** - Water utility completed and operational. 18 month maintenance period will expire May, 2016.

**Carriage Hill** - Water utility completed however, buildings continue to be constructed with over 359 units sold. Expect another 104 units to be sold in 2015 out of a total 463 units. To date, 49 units have been constructed in 2015.

**Casa Bella Subdivision** - Final Plan Approved by Township December 2, 2014. Four lots were created and public water to be installed. Anticipate construction to begin in 2015. Owner requested Solicitor to provide all D & E documentation along with Financial, Professional Services and easement agreement for their execution in October. Pre-con meeting was held 10/14/14.

**Cross Keys Water Service District** - Collection of construction fees. Arbonite agreed to get back on track with a \$ 1,600 a month payment until caught up. Solicitor working on collecting remaining two delinquencies.

**Doylestown Greene** – Construction of the water system was completed and approved. Houses are under construction.

**Hidden Meadows** - Development within New Britain Boro approved for 16 lot twin-home development. DTMA to provide water source and services. Anticipated to begin construction in 2015. Developer, Escrow and Professional Services agreements approved by DTMA at August, 2015 meeting.

**Pavilion at Furlong (York & Rogers Roads)** - The DTMA Solicitor, Mr. Richard Magee, spoke with Pavillion attorney, Ed Murphy, and ascertained the developer would be interested in allowing the DTMA to take ownership of the water system and well site. They did point out that as of the second week of August 2015, the developer did not have an approved plan. At the August 18, 2015 Board of Supervisors meeting, no action was taken regarding approval of the developer's latest plan, though they suggested the developer revisit the issue of the impervious surface requested.

**Silver Maple Farms** - (Lower State Road at 202 Parkway) - Developer has constructed and occupied the commercial building and has begun construction of several of the ten homes to ultimately occupy the site.

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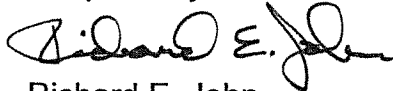
**Stone Barn Manor** - One existing home to be restored, the barn to be converted to a home and seven new single family homes constructed. Site work started December 2014. Precon meeting for water held 12/18/14. Water to be installed early 2015. The Authority conditionally approved the water utility plan based on SCE 12/1/14 recommendation letter. D&E and Professional agreements were approved in November 2014. Water utility installed in Spring, 2015. Developer requested a full release of construction escrow at October, 2015 meeting.

**Town's Edge** - Preliminary Plan was approved by the Township on July 15, 2014 with one existing home to be renovated; one barn to be converted to a townhome and five new townhomes to be constructed. The Authority approved with conditions (SCE letter of 12/1/14) the water utility plan at its December, 2014 meeting. Solicitor working on agreements.


**ANNOUNCEMENTS:** The next meeting of the Doylestown Township Municipal Authority will be held on Thursday, November 19, 2015 starting at 4 pm.

**ADJOURNMENT:** There being no further business to come before the Authority, the Authority adjourned the meeting at 5:08 pm.

Respectfully submitted,



Richard E. John  
Executive Director

  
Date: 11/19/2015