

**DOYLESTOWN TOWNSHIP MUNICIPAL AUTHORITY**  
**Minutes of Meeting**  
**April 20, 2017**

A meeting of the Doylestown Township Municipal Authority was held at 4:00 p.m. on Thursday, March 16, 2017 in the Township Building with the following members in attendance: Richard A. Bach, Chairman; C. Edward Hege, Vice-Chairman; Edward Harvey, Treasurer; Joseph C. Van Houten, Secretary and . new board member, Kevin Green. Also present at the meeting was Keith Hass, Executive Director; Richard D. Magee, Jr., Municipal Authority Solicitor; Alfred S. Ciottoni, Municipal Authority Engineer and Rick Collelo, Board of Supervisors Liaison to the Doylestown Township Municipal Authority.

## **INTRODUCTION AND WELCOME**

Mr. Bach introduced and welcomed the newest DTMA Board Member, Mr. Kevin Green. Mr. Green comes to the Authority with a background in local government and professional experience in the pharmaceutical industry.

## **ACTION ITEMS**

### **MINUTES APPROVAL: March 16, 2017**

Mr. Van Houten made a motion to approve the minutes of the March 16, 2017 meeting minutes as submitted. Mr. Harvey seconded the motion and the motion was unanimously approved by the Authority.

### **BILL'S LIST: April 20, 2017**

Mr. Hege made a motion to approve the April 20, 2017 Bills List for the General Fund Account in the amount of \$33,763.51; Repair and Replacement Fund in the amount of \$36,020.54; Capital Improvement Fund in the amount of \$707.56; Prepaid Invoices in the amount of \$1,926.90; Prepaid ACH Credit Invoices in the amount of \$10,369.57 and Transfers to the Township in the amount of \$82,644.78. Mr. Van Houten seconded the motion and the motion was unanimously approved by the Authority.

### **TREASURER'S REPORT: April 20, 2017**

Mr. Van Houten made a motion to approve acceptance of the April 20, 2017 Treasurer's Report as presented. Mr. Hege seconded the motion and the motion was unanimously approved by the Authority.

## **AUTHORIZATION TO BID SAW MILL ROAD WATER MAIN EXTENSION**

Mr. Hass referenced a letter from the Commonwealth Financing Authority regarding the unfavorable grant decision for the DTMA as it related to the submission of a grant proposal for this project. He explained that, although the DTMA's proposal was deemed worthwhile, an extremely competitive market existed for these grant funds (specifically there were 170 applications for the \$2.5 million available) and the DTMA's submission was not approved. Mr. Van Houten pointed out that the DTMA has budgeted for this project independent of the receipt of this grant.

Mr. Hass also reported that B & B Beverages has expressed an interest in hooking up to this water main upon its completion and all DEP permits are in place.

Upon a motion by Mr. Van Houten, seconded by Mr. Harvey, the Municipal Authority unanimously approved a motion authorizing the advertisement for public bids of the Saw Mill Road Water Main Extension.

## **AUTHORIZATION TO ISSUE EXECUTIVE DIRECTOR DTMA CREDIT CARD**

Upon a motion by Mr. Van Houten, seconded by Mr. Harvey, the Municipal Authority unanimously approved the opening of a DTMA credit card account for the Executive Director with a \$5,000.00 credit limit subject to there being no fees involved with the card on an annual basis.

## **CAPITAL PROJECT UPDATES**

### **SAW MILL ROAD WATER MAIN EXTENSION**

See notes reported under **Authorization to Bid Saw Mill Road Water Main Extension**.

### **2017 WATER METER REPLACEMENT PROJECT**

Mr. Hass reported that this project is going really well with good progress being made including second notice mailed for customers to be scheduled. Mr. Bach reported on a very positive experience that he had with the workers who replaced his meter.

### **NEW BRITAIN BOROUGH MYERS AVENUE PROJECT**

Mr. Ciottoni reported that easement locations and drawings are being finalized for this project. Mr. Hass added that the professionals will approach the DTMA for authorization to go out to bid for this project as soon as the necessary easements are in place.

## **DEVELOPER PROJECT UPDATES**

### **THE PAVILION AT FURLONG**

Mr. Hass stated that there's no real update related to this topic except to say that meetings were held with the developer and representatives of Doylestown Borough with everyone currently on board.

### **METRO STORAGE**

Mr. Hass stated that fire-flow tests were conducted for this project with good results received and said data was provided to developer by DTMA staff. Mr. Collelo stated that the Metro Storage project was recently approved by the Board of Supervisors, subject to compliance with SC Engineer's approval letter. Discussion took place regarding the idea of conducting a feasibility study to determine interest levels and the possibility of cost amortization. It was determined that Mr. Hass would approach DEP regarding the installation of a main along the properties on Duane Road and prepare cost estimates for the next meeting of the DTMA.

### **PA BIOTECHNOLOGY CENTER, OLD EASTON ROAD, BUCKINGHAM TOWNSHIP**

Mr. Hass reported that a fire-flow test was conducted for the PA Biotechnology Center with data provided to the developer by the DTMA staff regarding possible expansion of said system.

### **KNOELL PROPERTY, NEW BRITAIN BOROUGH**

Mr. Ciottoni reported on his second review and escrow estimate for this significant project that is moving forward with the developer.

### **SILVER MAPLE FARMS/DOYLESTOWN EXECUTIVE QUARTERS**

Mr. Hass stated that the developer of Silver Maple Farms/Doylestown Executive Quarters has been informed and plans to pay the tapping fees owed for building #1 of \$14,658.00. In response to Mr. Bach's question, Mr. Magee reported that he and Mr. Hass are prepared to make appropriate amendments to all development agreements going forward beginning with the Knoell Tract agreement.

## **OPERATIONS UPDATES**

### **DISTRIBUTION SYSTEM FLUSHING BEGAN WEEK OF APRIL 3<sup>RD</sup>**

Mr. Hass reported that now that we are fully staffed, we've begun a complete flushing of our system and are moving along towards completion.

### **EIGHT INCH MAIN BREAK MERCER SQUARE ON MARCH 24<sup>TH</sup>**

Mr. Hass provided a status report on the two main breaks that occurred within the past month due to possible pipe corrosion.

### **EIGHT INCH MAIN BREAK BALIWYCK ON APRIL 12<sup>TH</sup>**

See notes reported under **Eight Inch Main Break Mercer Square on March 24<sup>th</sup>**.

## **OTHER BUSINESS**

### **NEW BRITAIN BOROUGH INTER-MUNICIPAL AGREEMENT**

Mr. Magee reviewed the two revisions which he made to the New Britain Borough Inter-Municipal Agreement per the Township Solicitor, Jeff Garton. Mr. Hass reported that the revised agreement has been forwarded to New Britain Borough for review at their upcoming May meeting.

### **THOMPSON BMW OVERBILLING**

Mr. Hass referenced his memo to the DTMA dated April 6 reporting that Thompson BMW was overbilled \$18,754.90 as a result of an issue with a remote water meter reading device.

### **DEP PFC DOYLESTOWN TWP PRIVATE WELL TESTING UPDATE**

Mr. Hass referenced his memo to the DTMA dated April 11 reporting that the DEP detected two additional homes with PFC levels in excess of 70 ppt. However, these samples were analyzed outside the allotted holding time by the lab so the DEP needs to conduct another round of sampling on the same sites.

**REVIEW OF DTMA ACTIONS REGARDING CROSS KEYS  
CONTAMINATION (SEE ATTACHED MEMO)**

Mr. Hass referenced his memo entitled DTMA PFC 2017 outlining the DTMA's actions regarding the contamination at Cross Keys.

**DEP – FURLONG DISTRIBUTION SYSTEM**

Nothing further was discussed regarding the Furlong Distribution system.

**DOYLESTOWN TOWNSHIP'S GOLF OUTING (MONDAY, JUNE 5<sup>TH</sup>)**

Mr. Bach stated that the DTMA has traditionally made a contribution to this event but consideration is being given to participating in this year's outing by creating a foursome.

**2017 OFFICIALS LIST – DTMA**

The new 2017 DTMA Officials List was referenced by Mr. Hass.

**PMAA MANAGEMENT AND LEADERSHIP PROGRAM  
MAY 22<sup>ND</sup> – 24<sup>TH</sup>**

Mr. Hass confirmed his permission to attend this program.

**AWWA ANNUAL CONFERENCE AND EXPOSITION (ACE)  
PHILADELPHIA, PA, JUNE 11<sup>TH</sup> – 14<sup>TH</sup>**

Field Operators' Day (Tuesday, June 13<sup>th</sup>)

Smaller Utilities Day (Wednesday, June 14<sup>th</sup>)

Mr. Hass reported that additional information would be forthcoming regarding the above-referenced events in the near future.

**BOS REGULAR MINUTES, MARCH 7<sup>TH</sup>, 2017**

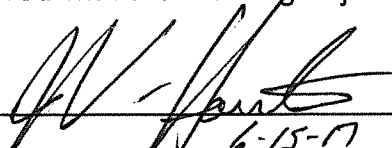
Mr. Hass referenced a copy of the Board of Supervisors' March 7, 2017 Board meeting minutes for review by the members of the DTMA.

**ANNOUNCEMENTS:** The next meeting of the Doylestown Township Municipal Authority will be held on Thursday, May 18, 2017 starting at 4 pm.

**ADJOURNMENT:** There being no further business to come before the Authority, Mr. Harvey made a motion to adjourn the meeting; Mr. Hege seconded the

motion and the motion was unanimously approved with the meeting adjourned at 5:33 pm.

Respectfully submitted,  
Keith Hass, P.E  
Executive Director

  
\_\_\_\_\_  
6-15-17  
Date