

DOYLESTOWN TOWNSHIP MUNICIPAL AUTHORITY
Minutes of Meeting
July 20, 2023

A meeting of the Doylestown Township Municipal Authority was held at 3:30pm on Thursday, July 20, 2023 in the Township Building with the following members in attendance: Joseph Van Houten, Chairman (via Zoom); Kevin Green, Vice Chairman; Daniel Stairiker, Secretary; Rod Stone, Treasurer and Robert Shaffer, Assistant Secretary/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 3:27 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. Shafer and unanimously approved by the Authority, the minutes of the June 15, 2023 DTMA meeting was approved as submitted.

REPORTS

EXECUTIVE DIRECTOR'S REPORT

DTMA 2022 FINANCIAL AUDIT REVIEW

Mr. Jeffrey Weiss, Partner with Zelenkofske Axelrod LLC, introduced himself and provided a review of the DTMA 2022 Financial Audit. Mr. Hass followed Mr. Weiss' review with some minor clarifications.

In response to Mr. Van Houten's question, it was affirmed that the settlement with North Wales Water Authority was included in the 2023 calendar year records.

AUTHORITY ENGINEER'S REPORT

CAPITAL PROJECTS UPDATE

Mr. Ciottoni provided the following Capital Projects Update based on the 2020 Master Plan as follows:

- Approximately \$1.5 million was spent in constructing the NWWA Supply Connection (Old New Road Interconnection).
- The New Britain Boro and Delaware Valley University Loop cost approximately \$1.0 million.
- The pumping station upgrades recently awarded total \$642,000.
- PFAS Treatment Facilities are slated to begin construction in 2024.

AUTHORITY SOLICITOR'S REPORT

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

EXECUTIVE DIRECTOR'S REPORT (continued)

DTMA 2022 FINANCIAL AUDIT REVIEW

DELAWARE VALLEY UNIVERSITY WATER SYSTEM OPERATIONS AND MAINTENANCE AGREEMENT

Mr. Hass presented and reviewed the draft Delaware Valley University Water System Operations & Maintenance Agreement. A discussion took place among the members of the DTMA regarding specific verbiage used within the document and the consensus of the Authority was to have Messrs. Magee & Hass review the terms. It was also determined that some consideration be given to the concept of creating a multi-year agreement instead of an annual agreement. Mr. Hass will bring the revised Agreement before the Board for approval at the August DTMA Board of Directors Meeting.

THE BEANS FAMILY PARTNERSHIP WATER SERVICE CONNECTION AGREEMENT

Mr. Hass explained that the Fred Beans Family Partnership has requested water service for a new car dealership. He stated that the Beans Partnership will construct the new water main and service at their cost.

Mr. Stone made a motion to approve and execute the Water Service Agreement with The Beans Family Partnership, 3960 Airport Road, Doylestown, PA, 18902 for a new car dealership located at Tax Map Parcel No. 34-022-001 in Plumstead Township subject to final approval of the agreement by the DTMA Solicitor and The Beans Family Partnership's Managing Director. Mr. Shafer seconded the motion and the motion was unanimously approved by the Authority.

PUBLIC WATER SURVEY

As in the past, Mr. Hass requested approval to send public water surveys to areas of Doylestown Township that are slated to have their roads repaved. Shady Grove Circle, Buttonwood Lane, Bella Circle, Fiaba Court, Fox Hill Road, and Maple Lane are scheduled to be paved in the near future. In addition to sending out this latest round of surveys, the consensus of the DTMA was to have Mr. Hass move forward with a newly formatted survey in the future to improve the results. It was also determined that Mr. Hass can pursue working with an experienced marketing individual with a background in public entities for assistance.

NEW BUSINESS

BILL'S LIST: July, 2023

Mr. Stone made a motion to approve the July 2023 Bills List for the General Fund Account in the amount of \$81,756.06; Developers Escrow Fund in the amount of \$0.00; Capital Improvement Fund in the amount of \$15,726.88; Prepaid Invoices in the amount of \$3,598.37; Prepaid ACH Credit Invoices in the amount of \$19,874.94; and Transfers to the Township in the amount of \$99,856.37. Mr. Shafer seconded the motion and the motion was then unanimously approved by the Authority.

TREASURER'S REPORT: July, 2023

Mr. Green made a motion approving acceptance of the July 20, 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 August 17, 2023 at 3:30 pm.

EXECUTIVE SESSION


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

ADJOURNMENT

With no further business to come before the Authority, the meeting was adjourned at 4:37pm.

Respectfully submitted,
Keith Hass
Executive Director





8/17/2023

Date