

DOYLESTOWN TOWNSHIP MUNICIPAL AUTHORITY
Minutes of Meeting
April 16, 2026

A meeting of the Doylestown Township Municipal Authority was held at 3:30pm on Thursday, April 16, 2026, in the Township Building with the following members in attendance: Joseph Van Houten, Chairman; Kevin Green, Vice-Chairman; Robert Shaffer, Treasurer and Matthew Oakes, Assistant Secretary/Treasurer. Also present at the meeting was Brent Eaton, Executive Director; Gavin R. Laboski, Municipal Authority Solicitor and Alfred S. Ciottoni, Municipal Authority Engineer.

WELCOME

The DTMA Chairman, Mr. Joseph Van Houten, opened the meeting at 3:33pm.

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

ACTION ITEMS

Upon a motion by Mr. Van Houten, seconded by Mr. Green and unanimously approved by the Authority, the minutes of the March 19, 2026, public meeting was approved as submitted.

REPORTS

ENGINEER'S REPORT

**Contract No. 2024-01 General/Mechanical Construction for Central Wells 5 & 7
Well House Upgrade**

Request for Payment Application #14: Worth and Company, Inc.

Mr. Ciottoni recommended approval of Payment Application #14 to Worth and Company reporting that the mechanical construction, although very close to completion at 85-90% complete, general clean-up is still pending.

Mr. Ciottoni stated that the Calgon Corporation is expected to be out to the project in May to install activated carbon in the filters and a mid-June start-up is anticipated. Following start-up and favorable results of initial testing, the project will be considered substantially complete at which time the project will be turned over to the Authority.

Mr. Van Houten made a motion to approve the Worth and Company, Inc., 6263 Kellers Church Road, Pipersville, PA 18947 Payment Application #14 in the amount of \$102,965.17 for work completed on the Contract No. 2024-01: General/Mechanical Construction for Central Wells 5 & 7 Well House Upgrade. Mr. Oakes seconded the motion, and the motion was unanimously approved by the Authority.

Contract No. 2024-01E Electrical Construction for Central Wells 5 & 7 Well House Upgrade

Request for Payment Application #8: GS Developers, Inc.

Mr. Ciottoni recommended approval of Payment Application #8 to GS Developers, Inc.

Mr. Van Houten made a motion to approve the GS Developers, Inc., PO Box 1868, Doylestown, PA 18091 Payment Application #8 in the amount of \$28,800.00 for work completed on the Contract No. 2024-01E Electrical Construction for Central Wells 5 & 7 Well House Upgrade. Mr. Shaffer seconded the motion, and the motion was unanimously approved by the Authority.

BHBRIronhill, LLC 104 Myers Drive

Request for Authorization to Release Escrow Funds

Mr. Ciottoni reported on this escrow release request explaining that although it is a large release, it is not a final release. He explained that the property is in New Britain Boro and involves one parcel subdivided into two units. He recommended release of 80% of the escrow account with remaining items to be completed per the Engineer's letter of April 7, 2026, pending receipt of as-builts plans, easements and maintenance bonds.

Mr. Van Houten made a motion to authorize the release of Construction Escrow Funds to BHBRIronhill, LLC, 54 East Oakland Avenue, #310, Doylestown, PA 18901 in the amount of \$42,408.00 for the 104 Myers Drive development. Mr. Green seconded the motion, and the motion was unanimously approved by the Authority.

AUTHORITY SOLICITOR'S REPORT

No report was issued at this time.

OPERATIONS REPORT

Groundwater Level Monitoring Report

Mr. Eaton reported on his review of historical data as it relates to monitoring the DTMA's groundwater levels. He referenced current groundwater level graphs/charts and stated that the DTMA is currently in a moderate drought and subsequent monitoring is being conducted.

EXECUTIVE DIRECTOR'S REPORT

PFAS Design of Treatment Facilities

Request for Payment: Gilmore & Associates, Inc. Invoice #PS-INV2604051

Based on Mr. Eaton's recommendation, Mr. Van Houten made a motion to approve the Gilmore & Associates, Inc., 65 E. Butler Avenue, Suite 100, New Britain, PA 18901 Invoice #PS-INV2604051 in the amount of \$157.96 for work completed on Phase 1 of the PFAS Design of Treatment Facilities, conditioned upon confirmation of the project fee status and resolution of outstanding issues. Mr. Shaffer seconded the motion, and the motion was unanimously approved by the Authority.

PFAS Design of Treatment Facilities – Phase 2

Request for Payment: Gilmore & Associates, Inc. Invoice #PS-INV2604052

Based on Mr. Eaton's recommendation, Mr. Van Houten made a motion to approve the Gilmore & Associates, Inc., 65 E. Butler Avenue, Suite 100, New Britain, PA 18901 Invoice #PS-INV2604052 in the amount of \$12,631.42 for work completed on the PFAS Design of Treatment Facilities – Phase 2 conditioned upon confirmation of the project fee status and resolution of outstanding issues. Mr. Green seconded the motion, and the motion was unanimously approved by the Authority.

Thompson Performing Arts Series

Mr. Eaton presented a request which duplicates that which has been done in the past in cooperation between the Township and the DTMA to contribute to the 2026 Thompson Performing Arts Series.

Per Mr. Eaton's request, Mr. Van Houten made a motion to approve contributing to the 2026 Thompson Performing Arts Series, Doylestown Township, 425 Wells Road, Doylestown, PA 18901 in the amount of \$1,000.00. Mr. Oakes seconded the motion, and the motion was unanimously approved by the Authority.

NEW BUSINESS

BILL'S LIST: April 2026

Mr. Van Houten made a motion to approve the April 2026 Bills List for the General Fund Account in the amount of \$47,760.03; Developers Escrow Fund in the amount of \$890.00; Capital Improvement Fund in the amount of \$177,620.55; Prepaid ACH Credit Invoices in the amount of \$17,358.30; Prepaid Invoices in the amount of \$39,218.47 and Transfers to the Township in the amount of \$89,458.91. Mr. Shaffer seconded the motion, and the motion was unanimously approved by the Authority.

TREASURER'S REPORT: April 16, 2026

Mr. Van Houten stated that in a recent meeting with Mr. Ken Wallace, Township Finance Director, he learned that some of the DTMA investments are maturing. Subsequently he requested that Mr. Wallace add maturity date to his future reports and added that the DTMA may be looking in the future at alternatives to move some of the investments as they mature.

Mr. Van Houten made a motion to approve the April 16, 2026, Treasurer's Report as presented. Mr. Shaffer seconded the motion, and the motion was unanimously approved by the Authority.

ANNOUNCEMENTS

The next DTMA Board of Directors Meeting is scheduled for May 21, 2026, at 3:30pm.

ADJOURNMENT

With no further business to come before the Authority, the meeting was adjourned at 4:25pm.

Respectfully submitted,

Brent Eaton
Executive Director



5/21/26

Date