

DOYLESTOWN TOWNSHIP MUNICIPAL AUTHORITY

PUBLIC MEETING AGENDA

DECEMBER 15, 2011

4:00 PM

**ACTION ITEMS:**

**MINUTES APPROVAL:** November 17, 2011

**TREASURER'S REPORT:** December, 2011

**BILLS LIST:** December, 2011

**REQUEST FOR PROPOSAL: 2011 AUDIT**

**BUILDING LEASE AGREEMENT – TURK ROAD BOOSTER STATION**

**OTHER ITEMS:**

Cross Keys Water Service District - Update

Edison to Pools Corner Water Main Project – Status of Pump Station

Carriage Hill Development – Status of Offsite Water Utility Work

Silver Maple Farm/Executive Quarters – Status of Water Utility

Pavilion at Furlong – Status of Water Utility

Bailey's Square – Letter of Intent to Serve

**ANNOUNCEMENTS:**

The next meeting of the Authority will be held in the Doylestown Township Building on Thursday, January 19, 2012 starting at 4:00 PM.

**ADJOURNMENT:** 4:25 pm

**DOYLESTOWN TOWNSHIP MUNICIPAL AUTHORITY**  
**Minutes of Meeting**  
**November 17, 2011**

A meeting of the Doylestown Township Municipal Authority was held at 4:00 p.m. on Thursday, November 17, 2011 in the Township Building with the following members in attendance: Ronald C. May, Chairman; C. Edward Hege; Vice-Chairman; Ed Harvey, Treasurer; Richard A. Bach, Secretary and Frank LaRosa, Assistant Treasurer/Secretary. Also present at the meeting was Alfred S. Ciottoni, Municipal Authority Engineer; Richard D. Magee, Municipal Authority Solicitor; Richard E. John, Executive Director; E. Thomas Scarborough, Jr., Board of Supervisors Liaison to the Doylestown Township Municipal Authority; Kenneth Wallace, Finance Officer and Koun Adelman, Senior Bookkeeper.

**ACTION ITEMS**

**MINUTES APPROVAL: October 20, 2011**

Mr. Bach made a motion to approve the October 20, 2011 DTMA Minutes as submitted. Mr. Harvey seconded the motion and the motion was unanimously approved by the Authority.

**TREASURER'S REPORT: November, 2011**

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

**BILL'S LIST: November, 2011**

Mr. Hege made a motion to approve the November, 2011 Bills List for the General Fund in the amount of \$78,445.28; the Developers Escrow Fund in the amount of \$30.00; the Repair and Replacement Fund in the amount of \$13,761.46; the Capital Improvement Fund in the amount of \$4,000.00 and the Prepaid Invoices in the amount of \$12,717.59. Mr. Harvey seconded the motion and the motion was unanimously approved by the Authority.

**2012 PRELIMINARY BUDGET REVIEW**

The 2012 DTMA Preliminary/Final Budget was presented for review and comment. Following some discussion, Mr. Hege made a motion to approve the 2012 DTMA Preliminary/Final Budget as presented. Mr. LaRosa seconded the motion which was unanimously approved by the Authority.

## **OTHER ITEMS: 2011 Projects -**

**Cross Keys Project** – Staff has begun to send out a cost reimbursement letter to commercial property owners. Additional wells continue to be sealed by DEP as property owners finalize connection to the water system.

**Edison to Pools Corner Water Main Extension Project** – The audit has been completed by Major & Mastro and has been sent to the DCNR as required under the H20PA grant regulations. The Booster Station Electrical Design is complete and bid specs are being prepared. A draft of a lease for the booster station site has been prepared and sent to the appropriate property owner for review and comment or acceptance. The owner anticipates approval by December, 2011.

**Carriage Hill (Swamp Road, Plumstead Township) Offsite Water Main** – The connection has been completed and pressure tested from the New Britain Shopping Center connection to a point of connection with the onsite meter pit. The meter pit design is completed and approved by the DTMA engineer. Installation of the main extension from the North Booster Station to the meter pit is pending. The developer advises they will be paying water service tap in fees for 14 units by the end of November of the 2011 year.

**Silver Maple Farm/Executive Quarters (Lower State Road at 202 Parkway)** – This Water Utility is under design. The former warehouse units have been torn down.

**Pavilion at Furlong (York & Rogers Roads)** – There is no further action to report on this project at this time.

**Road Restoration** – The DTMA will provide funding reimbursement for the half lane overlay for Township right of ways impacted by Cross Keys and Edison Furlong projects anticipated to be about \$90,000.00. Dependent upon contractor availability and weather conditions, road restoration may not occur until spring, 2012.

### **Miscellaneous Operational Items**

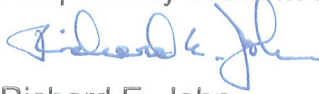
The staff is finalizing the fire protection survey as it relates to the new fire hydrant flows and pressures in Cross Keys. Completion of this will allow the fire underwriters to rate the insurance cost in the Cross Keys area.

Mr. May made a motion authorizing payment of a \$5,000.00 bonus to Mr. Richard John in recognition of all his extra work and efforts this past year on behalf of the Municipal Authority with said bonus to be fully paid by the DTMA. Mr. Harvey seconded the motion and the motion was unanimously approved by the Authority.

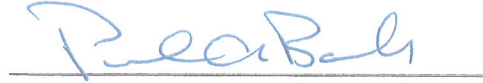
**ANNOUNCEMENTS:** The next meeting of the Doylestown Township Municipal Authority will be held on Thursday, December 15, 2011 starting at 4 pm.

**ADJOURNMENT:** There being no further business to come before the Authority, the meeting was adjourned at 4:27 pm.

Respectfully submitted,



Richard E. John  
Executive Director



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Dec 15, 2011

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Date