

DOYLESTOWN TOWNSHIP MUNICIPAL AUTHORITY
Minutes of Meeting
July 20, 2017

A meeting of the Doylestown Township Municipal Authority was held at 4:00 p.m. on Thursday, July 20, 2017 in the Township Building with the following members in attendance: C. Edward Hege, Vice-Chairman; Edward Harvey, Treasurer; Joseph Van Houten, Secretary and 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 Colello, Board of Supervisors Liaison to the Doylestown Township Municipal Authority.

VISITORS

Township residents Messrs. Joe Shemenski, Chris Hastie and Tim Murnane, all of Westaway Lane, were in attendance at the meeting to voice their interest in obtaining public water service from the DTMA. The residents stated that they had attended the Board of Supervisors meeting on Tuesday, July 18 and heard Mr. Van Houten's presentation to the Board regarding the provision of public water to the Woodridge area of the Township. Mr. Van Houten reported that there seems to be a more positive interest in acquiring public water to this area as opposed to prior responses. Accordingly, Mr. Van Houten suggested that the wording of future correspondence related to this project contain the full scope of the project including costs and possible financing options so that the homeowners could make a proper evaluation going forward. Mr. Hege suggested coming to the next DTMA meeting prepared to discuss this and he thanked the residents for coming to today's meeting. Mr. Green enlisted the assistance of the residents in attendance with future DTMA interaction with their neighbors. Mr. Green also suggested that consideration be given to voluntary testing of the wells in the neighborhood.

ACTION ITEMS

MINUTES APPROVAL: June 15, 2017

Mr. Green suggested the following additions to the DTMA June 15, 2017 Minutes:

- 1) Mr. Green requested an operational report on metrics of the system as well as a listing of open action items from previous meetings. Mr. Hass would work on a draft and Mr. Green will supply an example of an action item log.

- 2) Mr. Green highlighted the need for a plan for prioritizing DTMA main extension projects. Mr. Hass indicated the staff is currently working on the list.
- 3) Mr. Green and the Board discussed the possibility of new customers retaining their private wells as an incentive to connect to public water. Mr. Green was asked to check DTMA bylaws to investigate the possibility.

Mr. Van Houten made a motion to approve the minutes of the June 15, 2017 meeting minutes with the above additions incorporated into the minutes. Mr. Hege seconded the motion and the motion was unanimously approved by the Authority.

BILL'S LIST: July 20, 2017

Mr. Van Houten suggested a suspension of any further expenses associated with the Furlong project until such time that grant information is received, other funding is made available or the project list is prioritized. Mr. Hass stated that he and Mr. Ciottoni are currently working on a priority list. Mr. Van Houten made a motion to approve the July 20, 2017 Bills List for the General Fund Account in the amount of \$35,856.75; Developers Escrow Fund in the amount of \$5,768.79; Repair and Replacement Fund in the amount of \$9,238.91; Capital Improvement Fund in the amount of \$11,495.40; Prepaid Invoices in the amount of \$35,654.15; Prepaid ACH Credit Invoices in the amount of \$10,016.67 and Transfers to the Township in the amount of \$127,549.16. Mr. Green seconded the motion which was then unanimously approved by the Authority.

TREASURER'S REPORT: July 20, 2017

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

DELAWARE VALLEY UNIVERSITY WATER SYSTEM OPERATIONS AGREEMENT

Mr. Hass presented the Delaware Valley University Water System Operations Agreement to the Board and explained that the DTMA had competed with three or four other private entities to obtain this proposed agreement. He added that the Delaware Valley University officials are extremely pleased with the work of the DTMA thus far as provisions are being made to slowly upgrade their facility to match the quality of other DTMA sites. Mr. Magee recommended approval of the Agreement subject to specification of the start date of the agreement as July 1, 2017. Mr. Van Houten made a motion to approve the Delaware Valley University Water System Operations Agreement subject to the change recommended by Mr. Magee. Mr. Harvey seconded the motion and the motion was unanimously approved by the Authority.

Mr. Hass agreed to alert the members of the DTMA in the event that the costs associated with the operation of the Delaware Valley University's system become excessive.

CAPITAL PROJECT UPDATES

2017 WATER METER REPLACEMENT PROJECT

Mr. Hass reported that approximately 900 meters have been installed to date with about 100 customers having not yet responded to either the first or second letters. He referenced the third letter in the DTMA information packet and members of the DTMA discussed changes to said letter including but not limited to:

- Changing the reference to the previous letters to include the actual date of the previous letters versus naming them as letter #1 or letter #2
- Including a "drop dead date" in this third letter

NEW BRITAIN BOROUGH MYERS AVENUE PROJECT

Mr. Hass reported that he met with a few of the Myers Avenue residents on July 18. He also stated that the necessary easements have been finalized and that he and Mr. Ciottoni plan to finalize costs and move forward.

RIDINGS WELL CAPACITY UPGRADE

Mr. Hass reported that all applicable permits have been received and that public bidding for this project is scheduled for this fall.

DEVELOPER PROJECT UPDATES

METRO STORAGE

Mr. Ciottoni reported that this project is in its final stages with the Professional Service Agreement to be executed to establish the escrow account for the payment of professional fees related to preliminary review of project and plans. The Developer Agreement is to follow pending final review and approval of plans by the Authority Engineer and calculation of required escrow for construction.

THE PAVILION AT FURLONG

In addition to earlier discussion on this topic, Mr. Hass reported that final construction bids are due to the Developer on July 31.

DOYLESTOWN HOSPITAL

Mr. Ciottoni reported that he is awaiting a revised set of plans from the Hospital. Mr. Hass reported that the Professional Service Agreement is to be executed to establish the escrow account for the payment of professional fees related to preliminary review of project and plans. The Developer Agreement is to follow pending final review and approval of plans by the Authority Engineer and calculation of required escrow for construction. It was also noted that Township approval had been granted for this project at the meeting of the Township Board of Supervisors on Tuesday, July 18, 2017.

NEW BUSINESS

2016 DTMA FINANCIAL AUDIT

Based on comments made by the DTMA Solicitor, Mr. Richard Magee, the consensus of the Authority was to table action on this agenda item until the next DTMA meeting.

NESHAMINY MANOR

Mr. Hass reported on a recent meeting that he had with officials of Neshaminy Manor at which time it was determined that they are open to the continued provision of water by the DTMA. Based on that fact, he added that both parties are looking forward to increasing our partnership with one another.

OTHER BUSINESS

NEW BRITAIN BOROUGH INTER-MUNICIPAL AGREEMENT

Mr. Hass reported that he is awaiting word from New Britain Borough to discuss the details of this proposed agreement with another meeting scheduled for next week.

DEP CROSS KEYS DOYLESTOWN TOWNSHIP PRIVATE WELL SAMPLING UPDATE

Mr. Hass stated that he spoke with the DEP two weeks ago at which time the DEP provided an updated map. Another round of sampling was suggested and a September meeting with the DTMA and the Township will follow.

DTMA PUBLIC WELL PFOA/PFOS SAMPLING RESULTS

Mr. Hass reported that the Operations Staff of the DTMA conducted another PFOA/PFOS sampling testing which yielded consistent results with that of previous samplings. Subsequently, consideration is being given to cutting back on future sampling with the exception of those wells with the highest numbers.

DRAFT OF DUANE ROAD PUBLIC WATER LETTER

Discussion of this topic was tabled pending the provision of a letter, estimated costs, and a map for this proposed project.

FIRST PHASE OF SCADA SYSTEM UPGRADE

No report was made regarding this topic.

FURLONG DISTRIBUTION SYSTEM (DEP GRANT APPLICATION) – SEE ATTACHED LETTER FROM PA STATE REPRESENTATIVE MARGUERITE QUINN

No report was made regarding this topic.

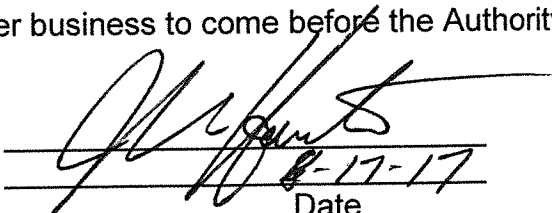
TOUR OF HORSHAM WATER AND SEWER AUTHORITY PFOS CARBON UNITS CONDUCTED JUNE 20TH

Mr. Hass gave a report reviewing the meeting and tour that he and Mr. Hege recently attended with representatives of the Horsham Water and Sewer Authority.

ANNOUNCEMENTS: The next meeting of the Doylestown Township Municipal Authority will be held on Thursday, August 17, 2017 starting at 4 pm.

ADJOURNMENT: There being no further business to come before the Authority, the meeting was adjourned at 5:30 pm.

Respectfully submitted,
Keith Hass
Executive Director



Date 8-17-17