

**DOYLESTOWN TOWNSHIP MUNICIPAL AUTHORITY**  
**Minutes of Meeting**  
**October 19, 2017**

A meeting of the Doylestown Township Municipal Authority was held at 4:00 p.m. on Thursday, October 19, 2017 in the Township Building with the following members in attendance: Richard A. Bach, Chairman; C. Edward Hege, Vice-Chairman; 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**

## **ACTION ITEMS**

### **MINUTES APPROVAL: September 28, 2017**

Mr. Hege made a motion to approve the minutes of the September 28, 2017 meeting minutes as corrected below:

On the last page of the minutes, under **Audit**, Mr. Magee amended the minutes to read: Mr. Magee affirmed that the law was clearly followed with respect to the awarding of two contracts at the end of 2016. The audit noted, however, the summary of the written or telephonic quotes should be compiled and dated prior to the invoice date.

Mr. Green seconded the motion and the motion was unanimously approved by the Authority.

### **BILL'S LIST: October, 2017**

Mr. Van Houten made a motion to approve the October, 2017 Bills List for the General Fund Account in the amount of \$4,812.93; Developers Escrow Fund in the amount of \$0.00; Repair and Replacement Fund in the amount of \$1,048.57; Capital Improvement Fund in the amount of \$0.00; Prepaid Invoices in the amount of \$314,600.26; Prepaid ACH Credit Invoices in the amount of \$8,532.93 and Transfers to the Township in the amount of \$81,642.00. Mr. Hege seconded the motion which was then unanimously approved by the Authority.

### **TREASURER'S REPORT: October, 2017**

Mr. Van Houten made a motion to approve acceptance of the October 19, 2017 Treasurer's Report as presented. Mr. Hege seconded the motion and the motion was unanimously approved by the Authority.

## **RECOMMENDATION TO AWARD AND EXECUTE RIDINGS WELLHOUSE UPGRADE PROJECT**

Mr. Ciottoni reported that bids were recently opened for this project. Mr. Van Houten made a motion to grant conditional approval of notice of intent to award the following bids subject to the concurrence of the bid document by the DTMA Solicitor:

The low bidder for the General Construction Contract is JEV Construction LLC, 116 West Main Street, Clinton, NJ, 08809 in the amount of \$242,500.

The low bidder for the Electrical Improvements Contract is AJM Electric, Inc., 2333 Concord Road, Chester Township, PA, 19013 in the amount of \$256,800.

Mr. Green seconded the motion to authorize the awards and executions of the Ridings Well Upgrade Project Contracts contingent upon SC Engineers review of bids, and confirmation of proper bonds and insurances provided by the Contractors. The motion was then unanimously approved by the Authority.

## **CAPITAL PROJECT UPDATES**

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

Mr. Hass reported on his meeting with the contractor regarding the remaining commercial (and subsequently more complicated) water meter replacement installations to begin next week. Twenty +/- meters will be installed by the contractor before turning the project over to the Authority in approximately another month. A decision was made to postpone sending another certified letter to the business and/or homeowners at this time.

### **SAWMILL ROAD CROSS KEYS WATER MAIN EXTENSION**

Mr. Ciottoni provided an update on this project. He stated that the project is moving along well with estimated completion before the Authority's next meeting.

### **MYERS AVENUE (NEW BRITAIN BOROUGH)**

Mr. Hass stated that there is really no update on this project at the current date.

## **DEVELOPER PROJECT UPDATES**

Mr. Hass referenced a separate update sheet that he provided in the meeting packet with brief comments made regarding Doylestown Hospital, the Town's Edge project, the Pavilion at Furlong and the Quinlan and Callan Properties.

## **NEW BUSINESS**

### **NESHAMINY MANOR WATER SERVICE**

Mr. Hass reported on a "handshake agreement" reached on his proposal to Neshaminy Manor to provide water service to them. Messrs. Hass and Magee will begin drafting an Agreement with Neshaminy Manor.

The DTMA Chairman, Mr. Bach, thanked and congratulated Mr. Keith Hass for the excellent job he did in negotiating with Neshaminy Manor to provide water to them.

### **FURLONG/VANDOR HSCA DEP PROJECT**

Mr. Hass stated that he is seeking guidance with respect to an approach to ease the financial burden on the commercial property owners as they make provisions to hook up to public water. Mr. Hass added that he is currently working on a proposal to bring before the members of the DTMA Board regarding this topic.

### **2018 DTMA BUDGET**

Discussion of this topic was tabled to a future DTMA Board meeting and/or work session.

## **UNFINISHED BUSINESS**

### **DTMA WATER MAIN EXTENSION POLICY**

Discussion of this topic was tabled to a pending work session meeting.

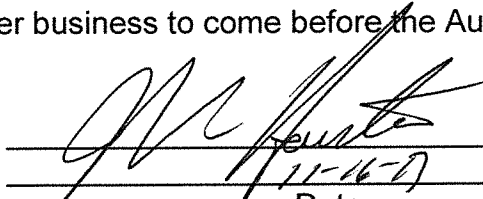
Mr. Green suggested that consideration be given to the concept of appointing a DTMA media liaison with a goal toward being more proactive about its outreach to the media. Messrs. Green and Hass agreed to meet to discuss this suggestion in further detail.

Mr. Green asked if a protocol existed with respect to reaching out to state representatives for support with grant applications. Some discussion took place regarding Mr. Green's question.

**ANNOUNCEMENTS:** The next meeting of the Doylestown Township Municipal Authority will be held on Thursday, November 16, 2017 starting at 4 pm.

**ADJOURNMENT:** There being no further business to come before the Authority, the meeting was adjourned at 5:25 pm.

Respectfully submitted,  
Keith Hass  
Executive Director

  
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Date