

**DOYLESTOWN TOWNSHIP MUNICIPAL AUTHORITY**  
**Minutes of Meeting**  
**February 20, 2020**

A meeting of the Doylestown Township Municipal Authority was held at 3:30 p.m. on Thursday, February 20, 2020 in the Township Building with the following members in attendance: Richard Bach, Chairman; Joseph Van Houten, Vice-Chairman; Kevin Green, Secretary and Daniel Stairiker, Assistant Secretary/Treasurer. Also present at the meeting was Keith Hass, Executive Director; Richard D. Magee, Jr., Municipal Authority Solicitor; Alfred S. Ciottoni, Municipal Authority Engineer; Barbara Lyons, Board of Supervisors Liaison to the Doylestown Township Municipal Authority; Debra Heaney, Finance Assistant and Kenneth Wallace, Finance Director.

**ACTION ITEMS**

**MINUTES APPROVAL: January 16, 2020**

Upon a motion by Mr. Van Houten, seconded by Mr. Stairiker and unanimously approved by the Authority, the minutes of the January 16, 2020 DTMA meeting were approved as submitted.

**BILL'S LIST: February 2020**

Mr. Van Houten made a motion to approve the January 2020 Bills List for the General Fund Account in the amount of \$51,111.00; Developers Escrow Fund in the amount of \$175.00; Capital Improvement Fund in the amount of \$3,425.00; Prepaid Invoices in the amount of \$9,644.37; Prepaid ACH Credit Invoices in the amount of \$11,884.02; and Transfers to the Township in the amount of \$55,915.33. Mr. Green seconded the motion which was then unanimously approved by the Authority.

**TREASURER'S REPORT: February 2020**

Mr. Van Houten made a motion to approve acceptance of the February 20, 2020 Treasurer's Report as presented. Mr. Green seconded the motion and the motion was unanimously approved by the Authority.

**AUTHORIZATION FOR ADVERTISEMENT TO BID 2020 WATER MAIN EXTENSIONS (PEBBLE RIDGE/WOODRIDGE AREA)**

Mr. Ciottoni reviewed the Township areas scheduled for potential public water access as a result of this project and recommended that the members of the DTMA authorize the bid advertisement for possible presentation at the next DTMA meeting.

Mr. Stairiker made a motion to authorize the advertising for publically bidding the 2020 Water Main Extensions in the Pebble Ridge/Woodridge areas. The project is slated to be bid the week of February 17 with a bid opening on March 17. Mr. Green seconded the motion and the motion was approved by 3-0-1 with Mr. Van Houten abstaining from this vote.

#### **AUTHORIZATION TO PROVIDE WATER SERVICE TO 3573 BRISTOL ROAD**

Mr. Hass reviewed his letter of January 28, 2020 to Mr. Joe Murphy, Operations Director of the North Wales Water Authority (NWWA), granting permission for the NWWA to serve water to this Doylestown Township property due to the fact that the DTMA system is not in the vicinity of this property but a NWWA main is located along the property's frontage across Bristol Road. Messrs. Bach and Hass explained that the DTMA will reimburse the NWWA for this property's water usage but will maintain this property as its customer. Upon Mr. Hass' recommendation, Mr. Van Houten made a motion to purchase water from the NWWA to serve the property at 3573 Bristol Road, Doylestown Township, PA. Mr. Green seconded the motion which was unanimously approved by the Authority.

#### **AUTHORIZATION TO AWARD SOUTH ONE TANK REHABILITATION BID**

Mr. Hass explained that the DTMA received a bid of \$149,550 from World Wide Industries, Inc. to paint and rehabilitate the South One Tank. This amount is lower than the budgeted amount and Mr. Hass recommended awarding the project to Worldwide Industries, Inc. DTMA's consultant Entech Engineering worked with this company on multiple projects and also recommends the award. Mr. Hass indicated a RFP will be issued soon to solicit pricing for the tank inspection. A professional service agreement with a tank inspection firm will be recommended for approval before the Board at a future meeting.

Based on the recommendation of Entech Engineering, Inc., Mr. Van Houten made a motion to award the South One Tank Rehabilitation Bid to Worldwide Industries, Inc. in the amount of \$149,550.00 to Worldwide Industries Corporation, PO Box 1681, 470 Mitchell Hill Road, Butler, PA 16003-1681. This amount includes the incorporation of Alternate Bid Item #1 in the amount of \$4,100 and Alternate Bid Item #2 in the amount of \$7,500. Mr. Green seconded the motion which was unanimously approved by the Authority.

#### **AUTHORIZATION TO ENTER INTO PROFESSIONAL SERVICES AGREEMENT WITH NATIONAL WATER SPECIALTIES COMPANY FOR THE ADMINISTRATION OF THE DTMA CROSS-CONNECTION CONTROL AND BACKFLOW PREVENTION PROGRAM**

Mr. Hass explained that entering into this partnership with the National Water Specialties Company to administer its cross-connection control program will

ensure compliance with the EPA's Safe Drinking Water Act and the December 2009 Doylestown Township Ordinance No. 350. Questions about the program and the amount of customer data needed to be supplied were discussed. Subsequently, Mr. Van Houten made a motion to enter into a Professional Services Agreement with the National Water Specialties Company (NAWSC), 141 South Main Street, Pittston, PA 18640. This Agreement enables NAWS to administer and support the DTMA Cross-Connection Control and Backflow Prevention Program. Mr. Stairiker seconded the motion and the motion was unanimously approved by the Authority.

## **AUTHORIZATION TO ACCEPT DEED OF DEDICATION FOR DOYLESTOWN GREENE**

Mr. Hass stated the Doylestown Greene project is 100% complete and DTMA is in possession of its required as-builts. Accordingly, Mr. Magee agreed to prepare the Deed of Dedication for Doylestown Greene.

Mr. Van Houten then made a motion to accept said Deed of Dedication from Doylestown Greene, Toll PA XV, L.P., 250 Gibraltar Road, Horsham, PA 19044 pending recorded easement documents with the condition that the 18 month maintenance period may commence. Mr. Green seconded the motion which was unanimously approved by the Authority.

## **NEW BUSINESS**

### **Water Main Extension Survey – South Easton Road**

Mr. Hass referenced documentation relative to the South Easton Road Water Main Extension Survey as an FYI to the members of the DTMA stating that no action was required at this time regarding this topic.

### **Capital Improvement Fund Transfer**

Based upon a recommendation/proposal from DTMA Finance Director, Mr. Ken Wallace, Mr. Green made a motion to transfer \$750,000 from the DTMA General Fund to the DTMA Capital Improvement Fund in order to provide a source of liquid cash to pay for the Pebble Ridge/Woodridge water main extension project. Mr. Van Houten seconded the motion and the motion was unanimously approved by the Authority.

## **OLD BUSINESS**

### **Water Main Extension and Water Service Project Update**

Mr. Hass referenced a separate sheet provided in the meeting packet designed to review current DTMA capital projects and plans with a specific review of the following project:

Doylestown Walk (Lower State Road and Bristol Road)

Members of the DTMA and professional staff met with representatives of Toll Bros. on January 16, 2020. It was agreed DTMA will publically bid the water main extension on Lower State Road terminating at the BCWSA Pump Station.

## **EXECUTIVE DIRECTOR REPORT**

### **Bucks County Commissioner – Mr. Bob Harvie**

Mr. Hass reviewed his recent meeting with Bucks County Commissioner, Mr. Bob Harvie and stated that a future tour of the DTMA system may be planned for Mr. Harvie.

### **Doylestown Borough Manager – Mr. John Davis**

Mr. Hass stated a meeting with Mr. John Davis was held in February to discuss DTMA-Borough relations.

### **PA Suburban Realtors Alliance**

Mr. Hass reported that the Doylestown Township Manager, Ms. Stephanie Mason, is preparing a memo for the review by the Doylestown Township Board of Supervisors detailing the recent meeting with the PA Suburban Realtors Alliance. This meeting was held in response to the draft Private Well Testing Ordinance proposed by Doylestown Township. The Realtor Alliance discussed the process how private water wells are currently tested at the time of sale. In addition, they expressed their concern for any further requirement of private well testing may have on the community. Ms. Lyons requested input from the members of the DTMA regarding the proposed ordinance. This discussion will be held at a future meeting.

## **EXECUTIVE SESSION**

An Executive Session of the DTMA Board was tabled.

## **ANNOUNCEMENTS**


**The next DTMA Board Meeting is March 19, 2020 at 3:30 pm.**

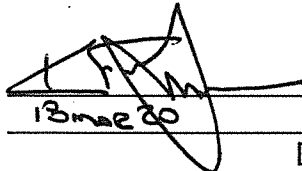
**PMAA Board Member Training – Thursday, March 19 (Allentown, PA)**

Messrs. Bach, Stairiker, Green, and Stone plan to attend the PMAA Board Member Training with Mr. Hass on Thursday, March 19, 2020.

**ADJOURNMENT**

There being no further business to come before the Authority, the meeting was adjourned at 4:50 pm.

Respectfully submitted,  
Keith Hass   
Executive Director 3/19/20

  
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13 mar 20 \_\_\_\_\_  
Date