

DOYLESTOWN TOWNSHIP MUNICIPAL AUTHORITY
Minutes of Meeting
August 19, 2021

A meeting of the Doylestown Township Municipal Authority was held at 3:30pm on Thursday, August 19, 2021 in the Township Building with the following members in attendance: Joseph Van Houten, Acting Chairman; Rod Stone, Treasurer; Kevin Green, Secretary and Daniel Stairiker, Assistant Secretary/Treasurer. Mr. Shaffer was absent. Also present at the meeting was Keith Hass, Executive Director; Richard D. Magee, Jr., Municipal Authority Solicitor; Alfred S. Ciottoni, Municipal Authority Engineer and Barbara Lyons, Board of Supervisors Liaison to the Doylestown Township Municipal Authority,

WELCOME

The DTMA Acting Chairman, Mr. Joseph Van Houten, opened the meeting at 3:30pm.

VISITORS/PUBLIC AND BOARD OF DIRECTORS' COMMENTS

NA

ACTION ITEMS

REORGANIZATION OF OFFICERS, AUGUST 2021 thru DECEMBER 2021

Acting Chairman, Mr. Joseph Van Houten, announced that the present slate of DTMA Officers is as follows:

2021 Chairman – Vacant
2021 Vice-Chairman – Joseph C. Van Houten
2021 Secretary – Kevin Green
2021 Treasurer – W. Rodney Stone
2021 Assistant Secretary/Treasurer – Daniel Stairiker

At this time, Mr. Van Houten turned the meeting over to the Authority Solicitor, Mr. Rich Magee. Mr. Magee explained that due to the recent resignation of Mr. Richard Bach as Chairman of the Doylestown Township Municipal Authority, an officer vacancy on the DTMA Board needs to be filled with the option of reorganizing the entire Board of Directors.

Mr. Green made a motion to elect Mr. Joseph C. Van Houten as the Chairman of the Doylestown Township Municipal Authority. Mr. Stone seconded the motion and the motion was unanimously approved by the Authority.

Mr. Van Houten made a motion to elect Mr. Kevin Green as Vice-Chairman of the Doylestown Township Municipal Authority. Mr. Stairiker seconded the motion and the motion was unanimously approved by the Authority.

Mr. Van Houten made a motion to elect Mr. Daniel Stairiker as Secretary of the Doylestown Township Municipal Authority. Mr. Stone seconded the motion and the motion was unanimously approved by the Authority.

Mr. Van Houten made a motion to elect Mr. Rod Stone as Treasurer of the Doylestown Township Municipal Authority. Mr. Stairiker seconded the motion and the motion was unanimously approved by the Authority.

Mr. Van Houten announced that Mr. Bob Schaffer was approved at the July Doylestown Township Board of Supervisors Meeting for appointment to the Doylestown Township Municipal Authority.

Subsequently Mr. Van Houten made a motion to elect Mr. Bob Shaffer, newly appointed to the Doylestown Township Municipal Authority, as Assistant Secretary/Treasurer of the Doylestown Township Municipal Authority. Mr. Stairiker seconded the motion and the motion was unanimously approved by the Authority.

Mr. Van Houten assumed supervision of the meeting at this time and reiterated the reorganized slate of the DTMA Board effective August 2021 as follows:

2021 Chairman – Joseph C. Van Houten
2021 Vice-Chairman – Kevin Green
2021 Secretary – Daniel Stairiker
2021 Treasurer – Rod Stone
2021 Assistant Secretary/Treasurer – Bob Shaffer

MINUTES APPROVAL: July 15, 2021

Upon a motion by Mr. Green, seconded by Mr. Stairiker and unanimously approved by the Authority. The minutes of the July 15, 2021 DTMA meeting was approved as submitted.

AUTHORITY ENGINEER'S REPORT

Contract # 2020-2 CENTRAL SYSTEM WATER MAIN EXTENSIONS

Mr. Ciottoni referenced his letter to the Authority dated July 30, 2021 recommending payment of Payment Application #7 to PACT One, LLC, and reported that all installation work on this project had been completed by the contractor in June with the exception of the remaining 1,500 feet of the water main to be completed on Lower State Road and the Anvil Lane water main. Construction is planned to resume in September.

Mr. Green made a motion to approve the PACT One, LLC, P.O. Box 74, Ringoes, NJ 08551, Payment Application #7 in the amount of \$32,566.00 for work completed on Contract 2020-2 Central System Water Main Extensions. Mr. Stone seconded the motion, and the motion was unanimously approved by the Authority.

Contract # 2021-1 BUTLER AVENUE WATER MAIN EXTENSION

Mr. Ciottoni referenced his letter to the Authority dated August 10, 2021 and provided a construction update on this project recommending payment of Payment Application #1 to DOLI Construction Corporation. He explained that the project would be 45% complete by the end of July.

Mr. Green made a motion to approve the DOLI Construction Corporation, 120 Independence Lane, Chalfont, PA 18914, Payment Application #1 in the amount of \$338,602.50 for work completed on Contract 2021-1 Butler Avenue Water Main Extension. Mr. Stone seconded the motion, and the motion was unanimously approved by the Authority.

EXECUTIVE DIRECTOR'S REPORT

DOYLESTOWN WALK

Mr. Hass reported that Toll Brothers will start their own on-site water construction in August.

DOYLESTOWN AIRPORT

Mr. Hass reported the Doylestown Airport contacted DTMA on the possibility of receiving public water. A preliminary meeting will be held to evaluate existing options. The Doylestown Airport is in Buckingham Township and the Cross Keys service area.

NEW BUSINESS

BILL'S LIST: AUGUST 2021

Mr. Stairiker made a motion to approve the August 2021 Bills List for the General Fund Account in the amount of \$39,488.90; Developers Escrow Fund in the amount of \$1,060.50; Capital Improvement Fund in the amount of \$393,722.73; Prepaid Invoices in the amount of \$23,775.25; Prepaid ACH Credit Invoices in the amount of \$10,136.30; and Transfers to the Township in the amount of \$92,504.62. Mr. Green seconded the motion which was then unanimously approved by the Authority.

TREASURER'S REPORT: AUGUST 19, 2021

Mr. Stairiker made a motion approving acceptance of the August 19, 2021 Treasurer's Report as presented. Mr. Green seconded the motion, and the motion was unanimously approved by the Authority.

ANNOUNCEMENTS


The next DTMA Board of Directors Meeting is scheduled for September 16, 2021 at 3:30pm.

A DTMA Budget Work Session is scheduled for September 16, 2021 at 2:00pm.

ADJOURNMENT

With no further business to come before the Authority, the meeting was adjourned at 4:14pm.

Respectfully submitted,
Keith Hass
Executive Director

 9/16/2021

9/16/2021
Date