

DOYLESTOWN TOWNSHIP MUNICIPAL AUTHORITY
Minutes of Meeting
July 25, 2024

A meeting of the Doylestown Township Municipal Authority was held at 3:30pm on Thursday, July 25, 2024 in the Township Building with the following members in attendance: Joseph Van Houten, Chairman; Kevin Green, Vice-Chairman; Daniel Stairiker, Secretary (via Zoom); and Robert Shaffer, Treasurer. Also present at the meeting was Keith Hass, Executive Director; Richard D. Magee, Jr., Municipal Authority Solicitor; Alfred S. Ciottoni, Municipal Authority Engineer (via Zoom) and Barbara Lyons, Doylestown Township Board of Supervisors Liaison.

WELCOME

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

VISITORS/PUBLIC AND BOARD OF DIRECTORS' COMMENTS

No visitors attended the DTMA meeting.

ACTION ITEMS

MINUTES APPROVAL

Upon a motion by Mr. Shaffer, seconded by Mr. Green and unanimously approved by the Authority, the minutes of the June 20, 2024 Board of Directors Regular Meeting was approved as corrected as submitted.

REPORTS

AUTHORITY ENGINEER'S REPORT

1. DTMA Tapping Fee Analysis

Mr. Ciottoni referenced a series of tapping fee data exhibits and indicated this is the first tapping fee analysis since 2012. After some discussion about special purpose part tapping fees compared to capital cost recovery reimbursements it was decided, based upon Mr. Ciottoni's analysis, a new total tapping fee of \$3,470 shall be considered for official board approval. Mr. Magee will put forth a draft of the 2024 Tapping Fee Resolution at the August board meeting.

2. Central Well #5 and #7 PFAS Treatment Project Update

Mr. Ciottoni reported that the DTMA received a \$4.4 million PENNVEST grant for the Central Well #5 and #7 PFAS Treatment Project. Recognition and appreciation were extended to the Board for their timely submission on this project. The Board members recognized the Board Chairman, Mr. Van Houten, for his effective management of this project and Mr. Van Houten

emphasized the fact that Mr. Hass saved the DTMA approximately \$25,000 by compiling the grant proposal himself. All agreed that the grant award represented a great group effort and Mr. Hass concluded the discussion of this topic by emphasizing the fact that the DTMA is the only authority to receive a full grant for PFAS treatment this application period.

Mr. Hass also reported that a recent Doylestown Hunt meeting with adjacent property owners went well, and plans were discussed to hold a formal meeting regarding the safety, aesthetics and construction of the PFAS facility.

AUTHORITY SOLICITOR'S REPORT

No report was made at this time.

OPERATIONS REPORT

Mr. Hass reported on the recent main break which he stated was repaired in two days for approximately \$22,000.

EXECUTIVE DIRECTOR'S REPORT

1. 2023 DTMA Financial Audit

Mr. Hass reported that the audit was completed and recommended that the DTMA accept the offer from the Zelenkofske Axelrod LLC staff to present a high-level audit review at the DTMA's September meeting.

2. Professional Services Agreement for DTMA Auditing Services for the years ending 2024-2026

Mr. Hass referenced Mr. Wallace's memo, and the Professional Services Agreement submitted by Zelenkofske Axelrod LLC for audit services for the DTMA for the years ending 2024, 2025 and 2026.

Mr. Shaffer subsequently made a motion to approve the Zelenkofske Axelrod LLC, 2370 York Road, Suite A-5, Jamison, PA 18929 Professional Services Agreement in the amount of \$29,250 to provide professional auditing services for the years ending December 31, 2024, 2025, and 2026 at the rates posted in their proposal. Mr. Green seconded the motion and the motion was unanimously approved by the Authority.

3. 280 North Broad Street (Arcadia Properties)

Mr. Hass reported that he and Mr. Ciottoni held a meeting with the Arcadia Properties developer and explained that a Water Supply Agreement would need to be established between the DTMA, Doylestown Borough, and the developer if a water main extension is not installed.

NEW BUSINESS

BILL'S LIST: July 2024

Mr. Green made a motion to approve the July 2024 Bills List for the General Fund Account in the amount of \$108,183.80; Developers Escrow Fund in the amount of \$1,921.32; Capital Improvement Fund in the amount of \$42,007.44; Prepaid Invoices in the amount of \$42,507.28; Prepaid ACH Credit Invoices in the amount of \$9,462.60 and Transfers to the Township in the amount of \$93,614.83. Mr. Shaffer seconded the motion and the motion was unanimously approved by the Authority.

TREASURER'S REPORT: July 18, 2024

Mr. Stairiker made a motion approving acceptance of the July 18, 2024 Treasurer's Report as presented. Mr. Shaffer seconded the motion and the motion was unanimously approved by the Authority.

ANNOUNCEMENTS

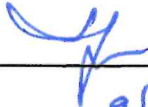
The next **DTMA Board of Directors Meeting** is scheduled for August 15, 2024 at 3:30pm.

ADJOURNMENT

With no further business to come before the Authority, the meeting was adjourned at 4:22pm.

Respectfully submitted,

Keith Hass
Executive Director



9/20/2024

Date