

DOYLESTOWN TOWNSHIP MUNICIPAL AUTHORITY

Minutes of Meeting

August 15, 2024

A meeting of the Doylestown Township Municipal Authority was held at 3:30pm on Thursday, August 15, 2024 in the Township Building with the following members in attendance: Joseph Van Houten, Chairman; Kevin Green, Vice-Chairman and Daniel Stairiker, Secretary (via Zoom). 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, Doylestown Township Board of Supervisors Liaison.

WELCOME

The DTMA Chairman, Mr. Joseph Van Houten, opened the meeting at 3:31 pm.

VISITORS/PUBLIC AND BOARD OF DIRECTORS' COMMENTS

No visitors attended the DTMA meeting.

ACTION ITEMS

MINUTES APPROVAL

Upon a motion by Mr. Green seconded by Mr. Stairiker and unanimously approved by the Authority, the minutes of the July 25, 2024 Board of Directors Regular Meeting were approved as submitted.

REPORTS

AUTHORITY ENGINEER'S REPORT

- 1. Contract No. 2022-1: Generator Installations**
 - a. Request for Payment Application #9: Eastern Environmental Contractors**

Mr. Ciottoni reported that this project is almost complete with the final payment request expected next month.

Based upon Mr. Ciottoni's recommendation, Mr. Van Houten made a motion to approve Eastern Environmental Contractors, Inc., 6304 5th Street, P.O. Box 278, Green Lane, PA 18054 Payment Application #9 in the amount of \$19,800.00 for work completed on Contract No. 2022-1: Generator Installations project. Mr. Green seconded the motion and the motion was unanimously approved by the Authority.

- 2. Northern System Transmission Water Supply Improvements Project Update**

Mr. Ciottoni provided an update on the status of the design of the two-part project that is partially funded by an H2O Grant. He expects the project to be bid by the end of the year. Mr. Hass estimated the project would be completed by the end of 2026.

3. DTMA Central Wells #5 and #7 PFAS Treatment PENNVEST Grant Award

Mr. Ciottoni reported on the initial staff meeting held on August 14, 2024 with PENNVEST representatives. He provided an overview of the pre-settlement requirements of the grant. The tentative grant settlement date is December 30, 2024.

Based upon Mr. Ciottoni's recommendation, Mr. Van Houten made a motion to authorize the Authority staff and professionals to confirm contractual obligations with PENNVEST and to take all actions necessary to move forward with settlement pursuant to the PENNVEST Funding Offer for Project No. 09471162405-PF, Doylestown Municipal Authority Central Wells Nos. 5 and 7 PFAS Treatment. Mr. Green seconded the motion and the motion was unanimously approved by the Authority.

AUTHORITY SOLICITOR'S REPORT

1. PENNVEST Grant Award

Mr. Magee reported that the requirements of the PENNVEST grant included a request that the Township amend the Authority's Articles of Incorporation and extend the existence of the Authority. This request was made at the staff meeting held with PENNVEST representatives on August 14, 2024. Mr. Magee explained that to meet this requirement the Authority needed to pass a resolution recommending to the Board of Supervisors to amend the Articles of Incorporation and to extend the Authority's existence an additional 50 years. The Authority was originally created by Doylestown Township in February 1978 with a 50-year term. He recommended amending the agenda to allow the Board to consider this resolution and to take official action.

Mr. Van Houten made a motion to amend the agenda as recommended and Mr. Stairiker seconded the motion and the motion was unanimously approved.

Mr. Van Houten then made a motion to approve Resolution 2024-2 recommending that Doylestown Township amend the Articles of Incorporation to extend the term of existence of the Doylestown Municipal Authority for fifty (50) years. Resolution 2024-2 will then be presented to the Board of Supervisors. Mr. Stairiker seconded the motion and the motion was unanimously approved by the Authority.

2. DTMA Tapping Fee Analysis

Mr. Van Houten requested that a draft of the DTMA Tapping Fee Analysis recommendations be made available to the members of the board prior to the October 2024 DTMA meeting. Mr. Magee agreed to said request.

OPERATIONS REPORT

No report was made at this time.

EXECUTIVE DIRECTOR'S REPORT

- 1. Delaware Valley University Water System Operations Agreement**
 - a. Authorization to Execute 2024-2025 Delaware Valley University Contract Water Operations Agreement**

Mr. Hass reviewed this proposed Agreement and recommended its approval.

Mr. Green made a motion to approve and execute the 2024-2025 Delaware Valley University Water Operations Agreement. The Agreement enables DTMA to operate the water booster station and tank providing service to the Delaware Valley University campus. Mr. Stairiker seconded the motion and the motion was unanimously approved by the Authority.

- 2. Aqueous Film-Forming Foam (AFFF) Products Liability Litigation**
 - a. Dupont and 3M PFAS Settlement Update**
 - b. Tyco and BASF Update**

Mr. Hass reported that the DTMA is now registered as a participant in both the Dupont and the 3M PFAS Settlement litigation. Mr. Van Houten requested Mr. Hass and DTMA stay up to date on the latest deadlines and submission requirements for the Tyco and BASF litigations.

3. 2025 Budget Preparation

Mr. Hass requested that the members of the DTMA determine dates for the DTMA 2025 budget preparation. Following some discussion, a decision was made to advertise for a formal Budget Work Session Meeting prior to the September 19 DTMA board of directors meeting.

NEW BUSINESS

BILL'S LIST: August 2024

Mr. Van Houten made a motion to approve the August 2024 Bills List for the General Fund Account in the amount of \$69,575.97; Developers Escrow Fund in the amount of \$150.00; Capital Improvement Fund in the amount of \$29,689.21; Prepaid Invoices in the amount of \$44,594.25; Prepaid ACH Credit Invoices in the amount of \$20,115.96 and Transfers to the Township in the amount of \$96,074.18. Mr. Green seconded the motion and the motion was unanimously approved by the Authority.

TREASURER'S REPORT: August 15, 2024

Mr. Stairiker made a motion approving acceptance of the August 15, 2024 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 19, 2024 at 3:30pm.

ADJOURNMENT

With no further business to come before the Authority, the meeting was adjourned at 4:25pm.

Respectfully submitted,

Keith Hass
Executive Director



2/20/2024

Date