

DOYLESTOWN TOWNSHIP MUNICIPAL AUTHORITY
Minutes of Meeting
April 17, 2025

A meeting of the Doylestown Township Municipal Authority was held at 3:30pm on Thursday, April 17, 2025, in the Township Building with the following members in attendance: Joseph Van Houten, Chairman; Daniel Stairiker, Secretary; and Matthew Oakes, Assistant Secretary/Treasurer. Also present at the meeting was Brent Eaton, 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 3:31pm.

**VISITORS/PUBLIC AND BOARD OF DIRECTORS'
COMMENTS**

No visitors were in attendance at the DTMA meeting.

ACTION ITEMS

MINUTES APPROVAL

Upon a motion by Mr. Stairiker, seconded by Mr. Oakes, the Board unanimously approved the minutes of the March 20, 2025, public meeting as presented.

REPORTS

AUTHORITY ENGINEER'S REPORT

**Contract No. 2024-01 General/Mechanical Construction for Central Wells 5 & 7
Well House Upgrade
Request for Payment Application #2 – Worth and Company, Inc.**

Mr. Ciottoni reported that this project is approximately 10% complete. He provided a brief review of what has been accomplished to date and stated that the project is moving along as planned.

Mr. Van Houten made a motion to approve the Worth and Company, Inc. 6263 Kellers Church Road, Pipersville, PA 18947 Payment Application #2 in the amount of \$98,459.10 for work completed on Contract No. 2024-01: General/Mechanical

Construction for Central Wells 5 & 7 Well House Upgrade. Mr. Oakes seconded the motion, and the motion was unanimously approved by the Authority.

AUTHORITY SOLICITOR'S REPORT

No report was issued.

OPERATIONS REPORT

Drought Emergency Updates

Mr. Van Houten thanked Mr. Eaton for the advertisement in the recent Township Newsletter with a chart illustrating the conditions of the current drought. He reported that the situation is trending in the right direction; however, he recommended continuing the current Drought Emergency restrictions. He also reported that the current water levels continue to remain below the acceptable pre-drought levels.

Mr. Ciottoni reported that the Commonwealth of Pennsylvania remains under a drought watch and Mr. Eaton added that customers have been very cooperative.

Prior to concluding his Operations Report, Mr. Eaton presented photographs depicting the work at Central Well No. 5.

EXECUTIVE DIRECTOR'S REPORT

PFAS Design of Treatment Facilities

Mr. Eaton reported that he received the requested clarification of the February invoice from Gilmore & Associates, Inc. Mr. Eaton explained that the new invoice relates to Phase Two of the project. Additional discussion included a decision to send a follow-up letter to Gilmore & Associates emphasizing that the design for Wellhouses 3 and 4 must be completed by the December 2025 deadline.

Mr. Van Houten made a motion to approve the Gilmore & Associates, Inc., 65 E. Butler Avenue, Suite 100, New Britain, PA 18901 Invoice #PS-INV2501779 in the amount of \$10,046.25 for work completed on the PFAS Design of Treatment Facilities. Mr. Stairiker seconded the motion, and the motion was unanimously approved by the Authority.

Thompson Performing Arts Series

Mr. Eaton recommended that the DTMA contribute to the Thompson Performing Arts Series. He indicated that the Authority contributed \$1,000 in prior years. Mr. Van Houten then made a motion to approve a contribution to the 2025 Thompson Performing Arts Series in the amount of \$1,000.00. Mr. Oakes seconded the motion, and the motion was unanimously approved by the Authority.

Central Wells 5 & 7 PFAS Treatment Facility – Siding and Window Color Selection

Mr. Eaton explained that it was his understanding that the siding color for the PFAS Treatment Facility is Harbor Gray and that the window frame color is to be white. After some discussion, the members of the Authority requested that Mr. Eaton contact Worth and Company, Inc. and obtain paint samples before making the final decision regarding the siding color of the PFAS Treatment Facility.

NEW BUSINESS

BILL'S LIST: April 2025

Mr. Oakes made a motion to approve the April 2025 Bills List for the General Fund Account in the amount of \$48,600.67; Developers Escrow Fund in the amount of \$5,315.10; Capital Improvement Fund in the amount of \$164,548.70; Prepaid ACH Credit Invoices in the amount of \$16,011.04; Prepaid Invoices in the amount of \$6,030.00 and Transfers to the Township in the amount of \$100,794.98. Mr. Stairiker seconded the motion, and the motion was unanimously approved by the Authority.

TREASURER'S REPORT: April 17, 2025

Mr. Stairiker made a motion to approve the April 17, 2025, Treasurer's Report as presented. Mr. Oakes seconded the motion, and the motion was unanimously approved by the Authority.

EXECUTIVE SESSION

The Municipal Authority adjourned to Executive Session at 4:20 pm for a personnel matter.

The regular meeting of the DTMA was reconvened at 4:32 pm following the Executive Session.

Mr. Van Houten made a motion to approve Executive Director Brent Eaton's compensation as provided in the November 27, 2024, hiring letter and relating to his promotion from Interim Executive Director to Executive Director approved at the Authority's March 2025 meeting. Mr. Eaton's compensation as Executive Director shall begin at the next pay period. Mr. Oakes seconded the motion, and the motion was unanimously approved by the Authority.

ANNOUNCEMENTS

The next **DTMA Board of Directors Meeting** is scheduled for May 15, 2025 at 3:30pm.

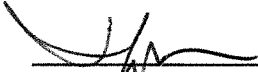

The PMAA Management Workshop is scheduled for May 21, 2025 and will be Virtual.

ADJOURNMENT

With no further business to come before the Authority, the meeting was adjourned at 4:34pm.

Respectfully submitted,

Brent Eaton
Executive Director



Date