

**DOYLESTOWN TOWNSHIP MUNICIPAL AUTHORITY**  
**Minutes of Meeting**  
**October 16, 2025**

A meeting of the Doylestown Township Municipal Authority was held at 3:30pm on Thursday, October 16, 2025, in the Township Building with the following members in attendance: Joseph Van Houten, Chairman; Kevin Green, Vice-Chairman; Robert Shaffer, Treasurer (via Zoom) 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 and Barbara Lyons, Doylestown Township Board of Supervisors Liaison.

**WELCOME**

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

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

No report was issued at this time.

**ACTION ITEMS**

**MINUTES APPROVAL**

Upon a motion by Mr. Green, seconded by Mr. Oakes and unanimously approved by the Authority, the minutes of the September 18, 2025, public meeting was approved as submitted.

Upon a motion by Mr. Oakes, seconded by Mr. Green and unanimously approved by the Authority, the minutes of the September 18, 2025, Budget Work Session meeting was approved as submitted.

**REPORTS**

**ENGINEER'S REPORT**

**Contract No. 2024-01 General/Mechanical Construction for Central Wells 5 & 7  
Well House Upgrade**

**Request for Payment Application #8: Worth and Company, Inc.**

Mr. Ciottoni referenced his letter to the DTMA dated October 8, 2025. He explained that the project is just about 50% complete and referenced the following items to be completed as follows:

- Delivery of the backwash storage tank
- Delivery of the greensand filtration units
- Delivery of the PFAS treatment units

Mr. Van Houten made a motion to approve the Worth and Company, Inc., 6263 Kellers Church Road, Pipersville, PA 18947 Payment Application #8 in the amount of \$86,046.30 for work completed on the Contract No. 2024-01: General/Mechanical Construction for Central Wells 5 & 7 Well House Upgrade. Mr. Shafer seconded the motion, and the motion was unanimously approved by the Authority.

### **Contract No. 2024-01 Electrical Construction for Central Wells 5 & 7 Well House Upgrade**

#### **Request for Payment Application #3: GS Developers, Inc.**

Mr. Van Houten made a motion to approve the GS Developers, Inc., PO Box 1868, Doylestown, PA 18901 Payment Application #3 in the amount of \$19,076.40 for work completed on the Contract No. 2024-01: Electrical Construction for Central Wells 5 & 7 Well House Upgrade. Mr. Green seconded the motion, and the motion was unanimously approved by the Authority.

### **AUTHORITY SOLICITOR'S REPORT**

No report was issued at this time.

### **OPERATIONS REPORT**

#### **Central Wells 5 & 7 PFAS Treatment Facility: Project Update**

Mr. Eaton reviewed a slideshow illustrating progress to date on the project specifically referencing the following items:

- Generator installation
- Stone/Concrete prep for the backwash tank
- Site plan
- New website for this project currently available on the Township website
- Rendering of a postcard that will be sent to the neighborhood residents

A separate discussion took place regarding the current fire hydrant flushing and maintenance that is being done throughout the Township.

At Mr. Van Houten request, Mr. Ciottoni agreed to take video clips of the project to be shared with the Board of Supervisors in the future.

## **EXECUTIVE DIRECTOR'S REPORT**

### **PFAS Design of Treatment Facilities**

#### **Request for Payment: Gilmore & Associates, Inc. Invoice #PS-INV2511311**

Mr. Eaton began the discussion regarding this request for payment from Gilmore & Associates. Mr. Ciottoni reported that only a couple of outstanding items remain to be completed in Phase 1 and that Central Well #5 is approximately 98% complete.

Based on Mr. Eaton's recommendation, Mr. Van Houten made a motion to approve the Gilmore & Associates, Inc., 65 E. Butler Avenue, Suite 100, New Britain, PA 18901 Invoice #PS-INV2511311 in the amount of \$4,474.43 for work completed on the PFAS Design of Treatment Facilities for Wells 5 & 7. Mr. Green seconded the motion, and the motion was unanimously approved by the Authority.

### **PFAS Design of Treatment Facilities – Phase 2**

#### **Request for Payment: Gilmore & Associates, Inc. Invoice #PS-INV2511312**

Mr. Ciottoni reported that permits are currently being pursued; Mr. Oakes added that the issuing of permits is currently a lengthy process.

A lengthy discussion ensued among the members of the Doylestown Township Municipal Authority regarding the "Out of Scope" services and expenses currently being incurred by Gilmore & Associates, Inc. versus whether the expenses are part of the original project list. Clarity regarding this issue will be pursued.

Based on Mr. Eaton's recommendation, Mr. Van Houten made a motion to approve the Gilmore & Associates, Inc., 65 E. Butler Avenue, Suite 100, New Britain, PA 18901 Invoice #PS-INV2511312 in the amount of \$9,193.50 for work completed on the PFAS Design of Treatment Facilities – Phase 2. Mr. Green seconded the motion, and the motion was unanimously approved by the Authority.

### **2026 Budget Update**

Senior Staff Accountant, Ms. Koun Lim, joined the DTMA meeting to discuss ideas that she and Mr. Eaton have been working on aimed at mitigating the proposed increase in water rates to be incurred beginning in 2026. A discussion included the fact that the flat rate had not been increased since 2006 while the usage rate had not been increased in almost eight (8) years.

Following a lengthy discussion, Ms. Lim agreed to make the recommended changes per consensus of the DTMA's Board members with the goal of approving the 2026 DTMA budget at the November meeting. The Board thanked Ms. Lim for her excellent work on the 2026 proposed DTMA budget.

## **NEW BUSINESS**

### **BILL'S LIST: October 2025**

Mr. Van Houten made a motion to approve the October 2025 Bills List for the General Fund Account in the amount of \$61,951.90; Developers Escrow Fund in the amount of \$4,848.20; Capital Improvement Fund in the amount of \$167,411.51; Prepaid ACH Credit Invoices in the amount of \$17,054.60; Prepaid Invoices in the amount of \$350,095.76 and Transfers to the Township in the amount of \$101,226.56. Mr. Oakes seconded the motion, and the motion was unanimously approved by the Authority.

### **TREASURER'S REPORT: October 16, 2025**

Mr. Van Houten made a motion to approve the October 16, 2025, Treasurer's Report as submitted. Mr. Shafer seconded the motion, and the motion was unanimously approved by the Authority.

## **ANNOUNCEMENTS**

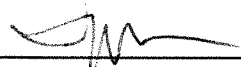
The next DTMA Board of Directors Meeting is scheduled for November 20, 2025, at 3:30pm.

## **ADJOURNMENT**

With no further business to come before the Authority, the meeting was adjourned at 4:36pm.

Respectfully submitted,

Brent Eaton  
Executive Director

  
\_\_\_\_\_  
11/20/2025  
\_\_\_\_\_  
Date