

**MINUTES OF THE MEETING OF THE HILLTOWN TOWNSHIP
WATER AND SEWER AUTHORITY OF JANUARY 14, 2026**

By Board acclamation, Jack Wuerstle, Esquire, Authority Solicitor, was appointed Acting Chairman for purposes of holding elections of officers for calendar year 2026. Thereafter, the January 14, 2026 meeting of the Hilltown Township Water and Sewer Authority was called to order at 7:30 P.M. by the Acting Chairman.

Board members in attendance included Frank Beck, Bruce Knipe, John Rankin, Keith Weiss and Melvin Wright. The Authority Manager, James C. Groff and Gary Weaver also attended.

Following the formal Roll Call and the Pledge of Allegiance to the Flag, the Acting Chairman called for the election of officers for calendar year 2026. Mr. Beck made a motion to nominate Mr. Weiss as Chairman; Mr. Knipe seconded. With no further nominations, Mr. Wright made a motion to close the nominations. Following a unanimous vote to close the nominations, the vote to elect Mr. Weiss as Chairman carried 4-0-1 (with Mr. Weiss abstaining).

Mr. Rankin thereafter made a motion to nominate Mr. Wright as Vice-Chairman; Mr. Knipe seconded. With no further nominations, Mr. Beck moved to close the nominations. Following a unanimous vote to close the nominations, the vote to elect Mr. Wright as Vice-Chairman carried 4-0-1 (with Mr. Wright abstaining).

Mr. Knipe next made a motion to nominate Mr. Beck as Secretary; Mr. Rankin seconded. With no further nominations, Mr. Wright moved to close the nominations. Following a unanimous vote to close the nominations, the vote to elect Mr. Beck as Secretary passed 4-0-1 (with Mr. Beck abstaining).

Mr. Beck thereafter made a motion to nominate Mr. Rankin as Treasurer; Mr. Wright seconded. With no further nominations, Mr. Knipe made a motion to close the nominations. Following a unanimous vote to close the nominations, the vote to elect Mr. Rankin as Treasurer carried 4-0-1 (with Mr. Rankin abstaining).

Mr. Wright thereafter made a motion to nominate Mr. Knipe as Assistant Secretary/Treasurer; Mr. Rankin seconded. With no further nominations, Mr. Beck made a motion to close the nominations. Following a unanimous vote to close the nominations, the vote to elect Mr. Knipe as Assistant Secretary/Treasurer passed 4-0-1 (with Mr. Knipe abstaining).

The Chairman next requested authorization and direction from the Board as to whether the Treasurer's Bond should remain at the same amount for calendar year 2026. The bond had been set at \$250,000.00. Mr. Knipe made a motion to keep the Treasurer's Bond in the amount of \$250,000.00. Mr. Beck seconded the motion. The motion carried 4-0-1 (with Mr. Rankin abstaining).

The Chairman then called for nominations of staff personnel. Mr. Beck made a motion to appoint Jack Wuerstle as Authority Solicitor at the hourly rate proposed in his engagement letter. Mr. Knipe seconded. With no further nominations, the motion carried unanimously. Mr. Wright made a motion to appoint Molinari Oswald LLC as Authority Auditors at the hourly rate proposed in their engagement letter. Mr. Rankin seconded. With no further nominations, the motion carried unanimously. Mr. Rankin made a motion to appoint GJW Consulting, Inc. as Administrative Consultant. Mr. Beck seconded. With no further nominations, the motion carried unanimously.

Mr. Knipe made a motion to appoint Kelly Miron as Office Manager. Mr. Wright seconded. With no further nominations, the motion carried unanimously.

The Authority Manager then asked for authorization to execute the engagement letters as submitted. Mr. Rankin made a motion to authorize execution of the engagement letters; Mr. Beck seconded. The motion carried 5-0.

Thereafter, Mr. Beck made a motion to hold the monthly meetings of the Board on the second Wednesday of each month at 7:30 PM (thereby ratifying the advance advertising discussed below) and that Work Sessions be advertised and held as needed. Mr. Rankin seconded the motion. The motion carried 5-0. The Authority Manager thereafter confirmed that all regular meetings of the Authority for calendar year 2026 have been properly advertised in the Doylestown Intelligencer and that a Proof of Publication is on file with the Authority.

Mr. Groff next requested action on Resolution 2026-1. This Resolution establishes the water and sewer specifications, tapping fees and rate schedule for calendar year 2026. Mr. Beck made a motion to approve Resolution 2026-1; Mr. Rankin seconded. The motion carried 5-0.

The Chairman then called upon the Authority Manager for presentation of the proposed Operation and Capital Budget ("Budget") for 2026. Following discussion by the Board, the proposed Budget was submitted for approval. Mr. Beck made a motion to approve the proposed budget as submitted; Mr. Wright seconded. The Budget was approved 5-0.

Next, the Chairman called for action on the minutes from the November 2025 meeting of the Authority (as there was no meeting in December due to lack of business). Mr. Rankin made a motion to approve the minutes as presented; Mr. Beck seconded. The motion carried 5-0.

As there was no public comment, confirmed appointments, or customer complains to discuss, the Chairman called upon Mr. Groff for presentation of the Staff Report.

Mr. Groff reported normal operations for the water system last month, with the wells combining to pump just over 12.3 million gallons (or 59% of the capacity allowed by the Delaware River Basin Commission). Fire hydrant painting is now 98% complete.

Sewer operations were normal last month as well. PWTa has the new UV system and installation is underway. PaDEP is still reviewing the proposed re-rating of the PWTa plant. HTWSA still has 33 EDUs available for future connections with all proposed developments being accounted for. A new NPDES permit was received for the Berry Brow plant.

PWTa has circulated a proposed amendment to the 1975 Agreement. Extensive in scope, the Solicitor and Manager are currently reviewing, and will report back to the Board once that analysis is complete.

As to capital projects, Mr. Weaver expects to hear from the Bucks County Conservation District next week regarding the Well #1 PFO/PFOA filter.

Regarding current development projects, all punch list items at Regency have been completed, leaving only the leak detection process yet to do. A draft inter-municipal agreement has been circulated for the Weidner Tract, and is currently under review by East Rockhill Township. The contractor for the three (3) Diamond Street properties is finalizing engineering plans. Otherwise, there has been little to no progress on the Lohin Tract, the Schreiner Property, or on the Quiet Acres Expansion. The Mason Square project (Silverdale), however, is moving rapidly, with the waterline installation completed.

With respect to proposed projects, the Jasinki Tract, a 10-lot subdivision along Highland Park Road, remains in its infancy.

An Executive Session then convened to discuss a real estate matter (Sellersville) and a litigation matter (Oak Drive easement condemnation).

Chairman Weiss next called for the monthly Treasurer's Report and payment of bills. Following discussion, a motion was made by Mr. Beck to approve payment of the bills; seconded by Mr. Knipe. The motion carried 5-0.

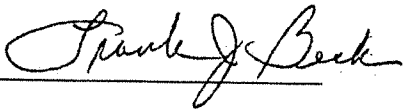
There were two (2) escrow releases. The first, Administration Release #3 for the Mason Square project, was in the amount of \$866.25 payable to HTWSA. Mr. Knipe made a motion to approve this escrow release; Mr. Rankin seconded. The motion carried 5-0. The second, Release #1 payable to WB Homes with respect to the completion of public improvements for the Mason Square project, was in the amount of \$348,835.25. Mr. Wright made a motion to approve this escrow release; Mr. Knipe seconded. The motion carried 5-0.

In terms of old business, the Authority did not receive any water grant monies from the PA State Gaming Fund. Despite this disappointment, Mr. Groff advised the Board that he will continue to aggressively pursue all grant money opportunities and seek whatever support is available to lessen cost to Authority ratepayers.

As to new business, bidding threshold requirements have increased for calendar year 2026. The minimum purchase threshold requiring advertising is now \$24,500.00. The threshold for telephone quotes is now \$13,200.00.

With no further business before the Board, Mr. Knipe made a motion to adjourn the meeting at 8:37 P.M., seconded by Mr. Wright. The motion carried 5-0.

Respectfully submitted,



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Bucks County Courier Times
The Daily American | Beaver County Times
Pocono Record | Burlington County Times

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STATE OF PENNSYLVANIA, COUNTY OF BUCKS

The Intelligencer, a newspaper of general circulation, published and having its place of business at Doylestown, Bucks County, PA and Horsham, Montgomery County, PA; that said newspaper was established in 1886; that attached hereto is a facsimile of the printed notice which is exactly as printed and published in said newspaper issue dated on:

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LEGAL NOTICE

NOTICE IS HEREBY GIVEN that the Hilltown Township Water and Sewer Authority shall hold public meetings during the calendar year of 2026 on the second Wednesday of each month at the Hilltown Township Water and Sewer Authority office, 316 Highland Park Road, Hilltown Township, Pennsylvania. All meetings will begin at 7:30 P.M.

The specific dates for the public meetings are as follows: January 14, February 11, March 11, April 8, May 13, June 10, July 8, August 12, September 9, October 14, November 11, and December 9.

All meetings are open to the public; but confirmed appointments must be made by calling the Authority office at (215)453-6065.

**HILLTOWN TOWNSHIP
WATER AND
SEWER AUTHORITY**