

# TOWNSHIP OF FALLS AUTHORITY

## REGULAR MEETING

December 10, 2008

The regular monthly meeting of the Township of Falls Authority was held on Wednesday, December 10, 2008, in the conference room at 225 Lincoln Highway, Fairless Hills, PA, at 7:40 P.M.

### Salute to the Flag

Roll Call - Debra DeBlasio, Chairperson, John Palmer, Vice Chairman, Lisa Mangone, Secretary, William Renson, Treasurer and Anthony Rosso, Assistant Secretary/Treasurer were present. Edward Zanine, Authority Solicitor, Tom Beach and Vanessa Nedrick, Authority Engineers, David Busch, Keystone Alliance Consulting, Edna Miller, Business Manager and Megan O'Neill, Recording Secretary was also present. Anthony Rosso, Assistant Secretary/Treasurer came in at 8:52 P.M.

Item #1 – Solicitor's Report on the Executive Session – Edward Zanine reported that the Executive Session consisted of various administrative actions.

Item #2 - Approve Meeting Minutes for October 22, 2008 – William Renson made a motion to accept the minutes for October 22, 2008. Lisa Mangone seconded the motion. All in favor, motion carried. John Palmer abstained due to the fact he was not at the meeting.

Item #3 – Public Comment – There was no one signed up for Public Comment.

Item #4 – Review of Bill List – John Palmer questioned the bill from Harris in the amount of \$ 3,266.87. Eddi Miller indicated that the bill is the annual maintenance fee for the billing Software.

John Palmer also questioned why there is such a difference in the PECO bills with the different Pump Stations. Eddi Miller indicated that there are difference size Pump Stations and this bill list includes two month bills from PECO. Eddi Miller also indicated that there is a jump because of the winter and we have to heat the Stations.

John Palmer also questioned why the Verizon bill for the New Falls Station is higher than the other stations. Eddi Miller indicated that this is where all the alarms and telemetry are and where all the lines come in at.

John Palmer questioned the Purchase Order for Northeast Auto Outlet for \$ 23,085.44. David Busch indicated that it is for the new truck that was ordered. John Palmer questioned what truck was ordered and why the truck was ordered if three Board Members did not approve the order. David Busch indicated that his understanding is that three Board Members did approve the truck. John Palmer questioned which Board members approved the truck. David Busch indicated that it was approved by William Renson, Debra DeBlasio and Lisa Mangone. David Busch indicated that Lisa Mangone did question the economics of the truck and whether it was an energy efficient truck. David Busch indicated that two trucks were compared the Ford Ranger that John Palmer suggested and the Chevy Silverado. David indicated that the gas mileage was the same, but the Chevy was the better of the two trucks. It's a larger truck and can pull the Authority's generator.

William Renson wanted to know what truck would be replaced. David Busch indicated that it has not been decided what truck is going to be replaced at this time due to the fact the truck is not here yet. David Busch indicated that two vehicles have over a hundred thousand miles, two vehicles are at eighty thousand and one at ninety thousand miles. David Busch indicated that the age of the trucks is important but so is the fuel economy. William Renson stated that the Board should have a replacement program.

David Busch indicated that from his understanding three Board Members approved the purchase of the Silverado and apologized if he misunderstood. David Busch indicated that having one truck down is causing issues.

David Busch read off the Truck List and the year of the trucks

314	2005	
315	2001	Flush Truck
316	2001	
318	1999	
319	1994	
320	1999	
321	1999	Truck that is in for repair
326	1999	

William Renson would like the Board to come up with a replacement program that is good for the Authority. David Busch indicated that a replacement program would be great but because of the fleet being so old they need to replace the fleet before a replacement program can be put to order.

Debra DeBlasio would like David Busch to add a truck to the budget for 2009. Debra DeBlasio would like it to be specific to what is going to be purchased and what truck is going to be replaced. David Busch indicated that he would add it to the budget.

Lisa Mangone made a motion to approve the bill list of November 1<sup>st</sup> through December 5<sup>th</sup> in the amount of \$ 539,696.30. William Renson seconded the motion.

**Poll of the Board:**

<b>William Renson</b>	<b>Yes</b>
<b>Lisa Mangone</b>	<b>Yes</b>
<b>John Palmer</b>	<b>Yes</b>
<b>Debra DeBlasio</b>	<b>Yes</b>

**Motion Carried 4 – 0.**

**Lisa Magone made a motion to direct Eddi Miller to pay all standard bills prior to January 7<sup>th</sup> meeting. Debra DeBlasio seconded the motion.**

**Poll of the Board:**

<b>William Renson</b>	<b>Yes</b>
<b>Lisa Mangone</b>	<b>Yes</b>
<b>John Palmer</b>	<b>Yes</b>
<b>Debra DeBlasio</b>	<b>Yes</b>

**Motion Carried 4 – 0.**

**Debra DeBlasio instructed Eddi Miller to advertise for the Reorganization meeting with Executive session at 6:30 P.M. and meeting at 7:30 P.M. and at the same time advertise the cancelation of the December meeting.**

**Item #5 – Solicitor Comment- Edward Zanine indicated that a release letter has been sent to Mr. Rosnick. At this time Mr. Rosnick would like the release to be only the property itemized. The Board would like the release to be signed as it is at this time with no changes to it.**

**Item #6 – Engineer Report– Engineer's Report attached.**

**Debra DeBlasio would like to have an actual reading on all the meters before the meter replacement begins.**

**Lisa Mangone made the motion to award the Meter Replacement Program to National Metering Service using the Neptune meters for contract number one bid amount of 1,941,791.21 and include alternate one for \$ 253,417.00 and alternate two \$ 33,594.00. William Renson seconded the motion.**

**Poll of the Board:**

William Renson	Yes
Lisa Mangone	Yes
John Palmer	Yes
Debra DeBlasio	Yes

**Motion carries.**

Vanessa Nedrick indicated the estimated cost for the Telemetry Project is \$ 40,000.00 and the project will be rebid on December 17, 2008.

Vanessa Nedrick recommended that a full time Inspector be on site for the Inflow and Infiltration Project that will be starting next month. The Inspector would be making sure that the job is being done correctly and not sealing joints that do not need to be sealed.

Lisa Mangone made the motion to have a full time Inspector from Remington Vernick and Beach at the rate of \$ 70.00 per hour. William Renson seconded the motion.

**Poll of the Board:**

William Renson	Yes
Lisa Mangone	Yes
John Palmer	Yes
Debra DeBlasio	Yes

**Motion carries.**

#### **2009 Capital Program Project**

Vanessa Nedrick presented the Board with two water main extensions, one on Makefield Road with the estimated cost of \$ 90,784.00 and the other is at Austin Drive/Center Street with the estimated cost of \$ 82,537.60.

Vanessa Nedrick also presented the Board with the 2009 Inflow & Infiltration Removal Program at an estimated cost of \$ 272,500.20.

**Item #7 – Executive Director Report** – Executive Director’s Report attached.

The Board instructed David Busch to add \$ 30,000.00 to the budget for the replacement of a vehicle, tentatively 319.

The Board instructed David Busch to look into the purchase of a backhoe and to add it to the budget.

The Board instructed David Busch to have a few computer maintenance companies come in and see what the Authority has as far as computers are concerned and to have the companies give the Authority a quote on what it would cost to maintain the system on a monthly basis.

William Renson made a motion to accept the 2009 Operating Capital Budget with the adjustments of a vehicle and computer service. Lisa Mangone seconded the motion.

Poll of the Board:

William Renson	Yes
Anthony Rosso	Yes
Lisa Mangone	Yes
John Palmer	Yes
Debra DeBlasio	Yes

Motion carries.

Lisa Mangone made a motion to appoint Major and Mastro for the 2009 Year Audit for \$ 4,900.00. John Palmer seconded the motion. All in favor. Motion carries.

Zayo Bandwidth would like to run their fiber optic wire from point A to point B at one of the Authority's locations. David Busch has spoken to Marty Witt about this issue and he does not see a problem with it. David Busch also spoke to Edward Zanine about the issue.

Edward Zanine stated that he has read the contract and does not see any issues with the contract.

David Busch indicated that Zayo Bandwidth will be paying monthly rent to have the wire at our site. The monthly rent would be \$ 150.00 a month.

Tom Beach would like to have an as built, when the job is completed.

Lisa Mangone made a motion to accept the agreement and reimbursement of \$ 150.00 a month with Zayo Bandwidth with Tom Beach's addition. William Renson seconded the motion. All in favor. Motion carries.

Lisa Mangone made a motion to accept the Insurance from Harvey Insurance through Travelers Insurance in the amount quoted plus approximately \$ 2,500.00 for the hydrants. William Renson seconded the motion.

Poll of the Board:

William Renson	Yes
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Anthony Rosso	Yes
Lisa Mangone	Yes
John Palmer	Yes
Debra DeBlasio	Yes

**Motion carries.**

**Item #8 – Board Comment** – Lisa Mangone suggested ordering a lunch platter for the Employees to have a holiday lunch. The Board agreed. Lisa also indicated that the employees requested closing the office, the day after Christmas and would use a personal day.

Anthony Rosso made a motion to give the employees the day after Christmas off without using any of their time. Lisa Mangone seconded the motion.

**Poll of the Board:**

William Renson	Yes
Anthony Rosso	Yes
Lisa Mangone	Yes
John Palmer	Yes
Debra DeBlasio	Yes

**Motion carries.**

Lisa Mangone wished everyone a Happy Holiday.

John Palmer would like to know about customer complaints with extremely high bills. David Busch indicated that he would send the Board an email of any complaint that he feels is not going to be resolved by the employees.

Debra DeBlasio indicated that there is one issue that the Authority is dealing with now about a customer that has not been sending back her meter reading cards and when we did get into the home she received a fifteen hundred dollar bill. She does realize that she has been under charged but she also has a prior bill that was sent to her stating that she had an actual reading. Eddi Miller indicated that the code for that reading was entered in error and has the meter cards to prove it was not an actual.

Anthony Rosso wanted to know why the Authority did not get a reading on this customers home in over a year. David Busch indicated that the Authority has made every effort in trying to get a reading but there are customers that just will not send the cards back or allow the Authority in to get a reading.

**John Palmer would like Tom Beach to look into getting funding for the I & I work with the new bill that was passed. Tom Beach indicated that he would look into it.**

**John Palmer wished everyone a Happy Holiday.**

**William Renson wanted to thank David Busch for talking with Rich Dipollito and getting the hydrant signs straighten out. William Renson also wanted to wish everyone a Happy Holiday.**

**Debra DeBlasio wished everyone a Happy Holiday.**

**Adjournment – Lisa Mangone made the motion to adjourn the meeting at 9:45 P.M. Anthony Rosso seconded the motion. All in favor. Motion carries.**



**TOFEA**

**Township of Falls Authority**  
**Engineering Status**  
**November-December 2008**

- 1) **US Steel study's** preliminary draft has been submitted to Dave Busch for his review and comment. **Final draft is complete.**
- 2) **Rock Creek Run water issue** sending report to homeowners assoc. regarding correcting odor problem at several residences We will be recommending water quality testing to prove problem is isolated to homes Testing of water quality was completed in May and results forwarded to our office. We are currently analyzing the water quality results. **System has been flushed twice. Results show minimal improvement. Reached out to the residents to determine if any improvement occurred since the last flushing.**
- 3) **2008 Capital Program** Met with M. Witt to start design of telemetry and I & I reduction which we are currently working on. I would also like to have a water meter representative at next regular meeting to give a short presentation on different types of meters. Plans and specs fro the telemetry and I & I reduction are currently in design and should be completed shortly. **Replacement of Water Meters Bids was taken on December 3, 2008. National Metering Company is the low bidder. Telemetry Project will be rebid on December 17, 2008. Inflow & Infiltration Project will begin next month.**
- 4) **Bucks County Water & Sewer** Working with Marty Witt to do independent testing to determine benchmark on surcharges. **Analytical Labs began sampling for BOD and TSS. Sampling for both October 27, 2008 and November 10, 2008 were both in compliance with BCW&SA concentration limits of 220 mg/l.**
- 5) **Headley Pump Station** Working with Marty Witt to determine a location to sample waste water from the industrial users. Corrosion is occurring at the valves and fittings. **Analytical Labs began sampling on October 2, 2008. Results are forthcoming. Received Baseline Monitoring Reports (BMR) from all industrial users of the Headley Pump Station that do not have a BMR on file with the Authority. After the three samples are taken, the BMRs and sampling results will be sent to the Philadelphia Water Department Industrial Waste Unit.**



- 6) **Water and Sewer Systems Maps** Working with Marty Witt to determine the best way to update water and sewer systems maps. Maps have not been updated since the 1980's. **Gave Marty site plans to mark up which areas need to be updates. RV&B will submit a proposal outlining what is required to update the map including the associated costs.**
  
- 7) **2009 Capital Program Projects** Working with Marty Witt and David Busch to create a budget for water and sewer projects for 2009. **Will be discussed at meeting.**



TOFEA

# Township Of Falls Authority

EXECUTIVE DIRECTOR'S REPORT

DATE: DECEMBER 10, 2008

## **Key Performance Indicators for the current month:**

### **1. Health & Safety:**

- a. One personnel injury – No lost time
- b. No vehicle accidents

### **2. Environmental Compliance:**

- a. Water testing results are in total compliance with monitoring requirements.

### **3. Operations**

#### **a. Sewer**

- Pump #2 removed from Headley Lift Station for bearing replacement
- Transducer failure at Rock Run Lift Station
- Sewer blockage at Elmwood and Trenton Roads (10/31/08)
- Sewer blockage at Alden and Allendale Roads (12/4/08)

#### **b. Water**

- Hydrant flushing was completed on November 7<sup>th</sup>
- Flow meter at New Falls Station was removed again for repair (under warranty)
- Private water system main break at Fallsington Industrial Park

### **4. Finances:**

- a. Financing proposals are expected from three different financial institutions for the funding of the water meter replacement program.
- b. A preliminary budget for 2009 will be distributed prior to the meeting to all board members.

## **Summary of last month's issues and other items of note:**

1. Efforts continue on location of available property within the Township for the Authority offices.
2. Web site modifications have been completed.
3. Insurance proposals have been requested from three insurance providers and should be received shortly.
4. Meetings with Remington & Vernick to discuss 2009 Capital projects were held. Resulting cost estimates are included in the Engineer's Report.
5. Method of identification of water line size for each fire hydrant have prepared and reviewed with Fire Marshall.
6. Efforts related to water meter replacement program have continued along with financing options.