

TOWNSHIP OF FALLS AUTHORITY
REGULAR MEETING
January 27, 2017

The regular monthly meeting of the Township of Falls Authority Board of Directors was held on Wednesday, January 27, 2017, in the Board Room at 557 Lincoln Highway, Fairless Hills, PA, at 7:00 P.M.

Salute to the Flag

Roll Call – Anthony Rosso, Chairperson, James Goodwin, Vice Chairperson, Brian Binney, Secretary, William Beier, Treasurer present, Thomas Miles, Assistant Secretary/Treasurer present. Edward Zanine, Authority Solicitor, Vanessa Nedrick, Authority Engineer, Timothy Hartman, Executive Director, John Ryba, Operations Manager, Megan O’Neill, Deputy Business Manager and Tammy McAnulty, Recording Secretary, were also present.

Solicitor’s Report on the Executive Session – Mr. Zanine reported the Executive Session prior to the meeting consisted of personnel matters.

Approve Meeting Minutes for December 21, 2016 and Reorganization Meeting – Mr. Rosso made a motion to approve the December 21, 2016 minutes as well as January 4, 2017. Mr. Beier seconded the motion.

Poll of the Board:

Mr. Miles	Yes
Mr. Beier	Yes

Mr. Binney	Yes
Mr. Goodwin	Yes
Mr. Rosso	Yes

Motion Carried 5-0.

Public Comment – No one for public comment.

Solicitor's Report – Mr. Zanine stated that he has heard back from the PADEP regarding to the Kalimar Private Sanitary Sewer Agreement and that TOFA does not have to take any further action.

Mr. Zanine stated that the Falls Township reviewers are still in the latest draft process of reviewing the Neshaminy Interceptor Supplemental Agreement and they will need a few more weeks before we receive their edits.

Mr. Zanine mentioned that his action item for the Board is the Indemnification Agreement with the developer of Morrisville Commons located at 550 W. Trenton Avenue. He is requesting that the Board approve the Indemnification Agreement pending receipt of the signed copy from the developer. He stated this agreement will indemnify TOFA and Falls Township if there is any issues with the back filling with top soil instead of stone.

Mr. Beier made a motion to approve the Indemnification Agreement with Morrisville Commons pending receipt of the signed copy from the developer. Mr. Rosso seconded the motion.

Poll of the Board:

Mr. Miles	Yes
Mr. Beier	Yes
Mr. Binney	No
Mr. Goodwin	Yes
Mr. Rosso	Yes

Motion Carried 4-1.

Engineer's Report -

2016 Water Main Cleaning and Lining Project – Ms. Nedrick along with the Authority staff met with the contractor to review all the punch list items to see that everything has been done. She stated that the main problem is the paperwork supporting the change orders. She said that none of the paperwork is in order and she will not close it out until everything is in proper order. Mr. Binney asked if all the work items have been completed. Ms. Nedrick stated there are one landscape item and one driveway still in need of work.

Mr. Binney asked if there is a time frame yet on Collingswood. Ms. Nedrick stated she believes it is February, 2017.

Second Trenton Road Interconnection with LBCJMA – Ms. Nedrick stated that RVB has submitted a PennDot HOP for TOFA's portion of the work. Ms. Nedrick stated that she has requested LBCJMA reach out to the homeowner to advise them of what is taking place with the vault that is being installed in their

front yard. She advised that this property is located on Trenton Road between Virga and Beverley.

Total Suspended Solid and Biological Oxygen Demand Study (TSS/BOD) – Ms. Nedrick stated that she has been working with Mr. Hartman on a cover letter that will go out with the questionnaire explaining the purpose. She stated that the cover letter will be printed on TOFA letterhead so the recipients know that that is being sent to them on behalf of TOFA.

Emergency Water Main Repair Near Lower Morrisville – Ms. Nedrick stated that before the Board is a revised proposal for the Lower Morrisville project. Mr. Rosso stated that he spoke with Ms. Nedrick and requested that her proposals be less conservative. He added he would rather Ms. Nedrick come back to the Board and request an increase on the budget amount if necessary. Ms. Nedrick stated that the unknown with this proposal is what DEP will require because of the potential impact on wetlands and because of the stream crossing. Ms. Nedrick stated that this current proposal is for the design only until she sees what permits are needed.

Mr. Rosso asked Mr. Hartman if he found out about whether we could increase the amount on the loan since the rates are still favorable. Mr. Hartman stated that he learned the amount of the loan can be increased and that bond council will need to prepare a resolution if the Board decides that is what it wants to do.

Mr. Binney made a motion for Mr. Hartman look into having the loan amount increased. Mr. Rosso seconded the motion.

Poll of the Board:

Mr. Miles	Yes
Mr. Beier	Yes
Mr. Binney	Yes
Mr. Goodwin	Yes
Mr. Rosso	Yes

Motion Carried 5-0.

Mr. Binney asked Ms. Nedrick how long it will take for us to get reimbursed from PennDot for RVB's work on the relocation of the Queen Anne Interceptor. Ms. Nedrick stated she has placed a call to PennDot but has not heard back from anyone. Mr. Rosso requested that Mr. Hartman and Mr. Ryba look into this further to find a point of contact.

Mr. Binney stated that he would like to know where we stand with the next water lining project, the 2017 I and I project and SCADA? Mr. Rosso asked Ms. Nedrick if there is any word on the grants yet. She responded that no decisions will be released until March. Ms. Nedrick stated that she, Mr. Hartman and Mr. Ryba had a planning meeting last week regarding the sewage flow monitoring for the 2017 I and I project. She also stated that they would like the flow monitoring to begin in March and that the existing I and I plan will be used.

Executive Director's Report –

Funding Sources – Mr. Hartman confirmed the Board's desire for staff to provide funding sources when requesting extraordinary purchases, noting that he

had provided the Board with funding sources for three purchases approved by the Board at the December 21, 2016, public meeting: a pipe and cable locator, the Collingswood tank mixer and the unbudgeted portion of the 2017 insurance premium.

Chairman Rosso indicated he would prefer that surplus revenue not be cited as a funding source for unbudgeted expenditures.

2017 Vehicle Purchase – Mr. Hartman advised the Board that he had provided them with a PA COSTARS quote from Penske GMC with detailed specifications for a new shop truck. Mr. Hartman asked the Board to approve the purchase of the vehicle in the amount of \$59,453.00.

It was the sense of the Board that Mr. Hartman identify the source of the unbudgeted portion (approximately \$20,000.00) of the vehicle purchase price before it would approve the purchase.

557 Lincoln Highway Renovation – Mr. Hartman reported that staff is moving forward with obtaining quotes for the front overhead door and has prepared a letter for the Chairman's signature requesting a waiver from Falls Township for the \$200.00 Earthy Disturbance Permit fee and the \$2000.00 engineering escrow. He added that he and Mr. Ryba had had reviewed the plans for the remaining center space renovation and aside from removing the plumbing for the kitchenette could not recommend substantial changes that would result in savings.

Reserve Funds – Mr. Hartman reported that a Reserve Fund account has been opened with Fulton Bank with an initial deposit of \$500,000.00.

2016 Statement of Financial Interests – Mr. Hartman advised the Board

that he had emailed to them the 2016 Statement of Financial Interest forms and that they needed to be submitted to the Pennsylvania Ethics Commission no later than May 1. He noted that hard copies of the form were at each of their places in the Boardroom.

Financial Advisor Appointment – Mr. Hartman reminded the Board that it had postponed a vote on the resolution appointing Concord Public Financial Advisors, Inc., as the TOFA Financial Advisor for 2017 pending acknowledgement from Concord that there would be no rate increase for 2017. Mr. Hartman advised the Board that Concord has agreed to maintain the 2016 rate of \$175.00 per hour through 2017.

Mr. Rosso made a motion to appoint Concord Public Financial Advisors, Inc. as the TOFA Financial Advisor for 2017. Mr. Beier seconded the motion.

Poll of the Board:

Mr. Miles	Yes
Mr. Beier	Yes
Mr. Binney	Yes
Mr. Goodwin	Yes
Mr. Rosso	Yes

Motion Carried 5-0.

Residential Sprinkler Fee – Mr. Hartman advised the Board that Falls Township requires new multi-family housing complex developers to install fire protection sprinkler systems and with that are required to be certified annually. Mr. Hartman noted that there is no certification requirement for residential

systems. He reported that Northampton Township charges residents with sprinkler systems a \$50.00 per year fee plus a nominal fee per sprinkler head.

Mr. Binney motioned for the annual residential sprinkler fee to be set at \$60.00 a year. Mr. Beier seconded the motion.

Poll of the Board:

Mr. Miles	Yes
Mr. Beier	Yes
Mr. Binney	Yes
Mr. Goodwin	Yes
Mr. Rosso	Yes

Motion Carried 5-0.

Automated Billing – Mr. Hartman reported that some municipal authorities are billing monthly instead of quarterly to ease the payment burden on their customers even though it increases administrative cost associated with additional forms and increased mailing frequency. He said he will investigate further and report to the Board.

Review of Bill List – Mr. Beier made a motion to approve the bill list for November 16, 2016, in the amount \$1,850,613.91. Mr. Goodwin seconded the motion.

Poll of the Board:

Mr. Miles	Yes
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Mr. Beier Yes
Mr. Binney Yes
Mr. Goodwin Yes
Mr. Rosso Yes

Motion Carried 5-0.

Board Comment –

Mr. Miles- Mr. Miles asked if it would be more effective for TOFA to outfit the truck to keep cost down. He also asked where we stand with the new garage doors. Mr. Hartman stated that he is moving forward and should have some quotes soon.

Mr. Binney- Mr. Binney questioned the actual budget verses last year. He also commented that our website has rates listed from 2014 as well as some spelling errors.

Mr. Beier – Mr. Beier questioned the ultrasonic meter study with concern on how much money Mr. Ryba’s report shows that TOFA is losing. Mr. Ryba stated that we received twenty Neptune ultrasonic meters to compare. Mr. Beier thanked everyone for their efforts.

Mr. Goodwin – No comment

Mr. Rosso – Mr. Rosso mentioned Eddi’s last day being February 7, 2017. He stated that the Board appreciates her and she will be missed.

Chairman Rosso read into the meeting record a proclamation signed by

the Board members honoring TOFA Business Manager Edna A. “Eddi” as she prepares to retire after a 47 year career with the Township of Falls Authority and Falls Township.

Adjournment – Mr. Rosso made the motion to adjourn the meeting at 8:22pm.



Township of Falls Authority Executive Director’s Report February 22, 2017 (Updates are in Boldface)

1. CAPITAL IMPROVEMENT FINANCING

At its April 4, 2016, public meeting, the Falls Township Board of Supervisors unanimously voted to guaranty TOFA’s \$3,026,000 loan from Phoenixville Federal Bank & Trust.

In accordance with Pennsylvania’s Local Government Unit Debt Act, the TOFA Engineer has prepared, signed and submitted a Self-Liquidating Debt Report. TOFA Bond Counsel will attend the April 27 Board meeting to obtain Board member signatures on various loan related documents. We are still on track to close on May 4 per the financing schedule.

The loan closing took place as scheduled on May 4. Per the TOFA Board’s direction, only the closing fees of \$75,213.19 were drawn on the loan.

A loan draw down of \$173,226.39 was approved by the Board to pay a portion of a water main lining invoice. The remainder of the invoice was paid from the 2011 Construction Fund.

At the September 28, 2016 Board meeting, the Board approved a payment to the water main lining contractor J. Fletcher Creamer in the amount \$155,802.02. As a result, there remains \$2,621,758.40 of the Phoenixville Federal Bank and Trust loan amount available to TOFA for the approved projects.

2. LOWER BUCKS COUNTY JOINT MUNICIPAL AUTHORITY (LBCJMA)

A meeting between TOFA and LBCJMA was held on November 30, 2016 to further discuss the additional Vermillion Tie-in. At this meeting LBCJMA agreed to providing TOFA laboratory support. TOFA has requested from LBCJMA plans for the location of the Vermillion connection chamber so that it can submit a Highway Occupancy Permit to PennDot. **Plans for the chamber have been received, application for the PennDot Highway Occupancy Permit made and construction coordination begun.**

For 2017 the primary cooperative efforts between TOFA and LBCJMA are the second Vermillion interconnect and the renegotiation of the water and sewer service agreements.

3. PERSONNEL MATTERS

TOFA operations staff has completed an online Defensive Driving Course. An Anti-workplace bullying course has been scheduled for March 2 and an AED/First Aid course is scheduled for March 8.

4. WATER QUALITY INVESTIGATIONS

For 2017, TOFA will wrap up the water quality investigation that prompted the first lining project. The final round of sampling to confirm the problems have corrected and was provided to the PADEP along with the locations of other problem areas.

A permanent permit application for the chemical additive system to control iron has been submitted to the PADEP.

Staff will continue its efforts to keep system water fresh and control disinfection byproducts.

5. HOMESERVE USA PARTNERSHIP

Quarterly statistics on the success of the HomeServe USA partnership are being forwarded to the Board as they are received. Home Serve is pleased with the TOFA customer response.

6. NESHAMINY INTERCEPTOR SUPPLEMENTAL AGREEMENT AND BUCKS COUNTY WATER AND SEWER AUTHORITY (BCWSA) ISSUES

The lawsuit was settled in 2016. A \$50,000.00 escrow account has been established and a Total Suspended Solids (TSS) and Biological Oxygen Demand (BOD) study is underway.

Permanent Flow Metering - The sewage flow meter approved for purchase by the Board at its June 24, 2015, has been installed and data is being collected. The plan is to monitor flows from TOFA's Queen Anne Interceptor into the BCWSA's Neshaminy Interceptor to compare with BCWSA reported flows to assure billing by the BCWSA is commensurate with TOFA flows. The TOFA collected data do not indicate overcharging by BCWSA.

Along with Falls Township, TOFA is developing a draft Neshaminy Interceptor

Supplemental Agreement with BCWSA that it will first send to PADEP and then to BCWSA. The expectation is that a negotiated agreement will lead to the release of sewer capacity in 2017. Falls Township is reviewing the latest draft compiled by the TOFA solicitor.

7. MORRISVILLE MUNICIPAL AUTHORITY (MMA)

The MMA will likely be required by PADEP to upgrade and expand its waste water treatment plant (WWTP) or to replace it. In either case MMA is desirous of receiving much greater flows from TOFA. MMA has indicated it is interested in a Falls Township site for the replacement option. The TOFA Executive Director and Engineer will keep the Board apprised of developments.

TOFA and MMA representatives met informally on September 27 to discuss MMA options. MMA agreed to provide TOFA cost sharing estimates should TOFA decide to contribute flows to a new MMA system. **Some information has been received from MMA but not yet formally reviewed.**

8. TOFA BUILDING SPACE

The new garage door has been separated from the renovation project and quotes will be obtained through Penn Bid. The Board has directed staff to re-review the remaining renovation plans for savings. **Falls Township has shown interest in using the space while its new Township Building is under construction.**

9. WATER STORAGE TANK MAINTENANCE

On August 24, 2016 the Board approved a ten-year maintenance agreement with Southern Corrosion for the Collingswood tank.

Discussions are occurring to schedule the work with the possibility of adding a mixer to the tank early in the maintenance schedule to improve water quality. **Southern Corrosion has provided TOFA staff and Engineer with specifications and cost for a Collingswood tank mixer. In December, 2016, the TOFA Board approved the mixer addition. A permit to install the mixer is required by the PADEP and has been submitted. Work is slated to begin on the tank during the first quarter of 2017.**

10. TAPPING FEES AND ESCROW ISSUES

Periodic Tapping Fees Study/Calculations – The TOFA Board has decided to consider authorizing a Tapping Fees Study after the dedication of certain ongoing projects' assets; e.g., MarMar and Freeman's Farm. The proposed cost of the study submitted by the TOFA Engineer is \$6,900.00.

Property Use Change Audits – The Aria Health physical therapy operation resulting from the Auto Zone subdivision required the purchase of one additional water and sewer EDU with associated tapping fees which were paid. The Rally House store in the Goldenberg complex is a similar usage to the previous tenant and will not require additional EDUs. Staff has begun to monitor the water usage at Crunch Fitness. Additionally, the entire Goldenberg Complex water usage has increased since a new TOFA water meter was installed earlier this year. It is too early to tell whether all of the increase is attributable to Crunch Fitness. The owner at 131 Lincoln Highway (Aria/AutoZone) has purchased one additional water and sewer EDU. The Crunch Fitness audit is underway and a new EDU

assessment is expected shortly.

11. DEVELOPER AGREEMENT REVISION

For 2017, the Developers Agreement and Water and Sewer Services Agreements will be re-reviewed and revisions recommended as needed.

12. TOFA RULES AND REGULATIONS UPDATE AND CONSOLIDATION

The plan for this assignment in 2017 is to begin with the Developers Agreement and then expand that effort to all rules and regulations dealing with developers and development projects. Then staff and consulting staff will assess and prioritize the remaining rules and regulations areas.

13. CONTRACTOR SERVICES AGREEMENT – BCWSA

The three-year discretionary Contractor Services Agreement between TOFA and the BCWSA is now in its second year. Staff is very satisfied with the BCWSA work and pricing. Staff continues to evaluate options for the more time-sensitive repairs. **Staff continues to seek out and evaluate local water and sewer emergency repair contractors.**

14. SAFETY

As the result of staff feedback, the safety committee is moving forward with the following items:

- **The procurement of two stocked first aid cabinets. - ORDERED**
- **The procurement of two AEDs. - ORDERED**
- **The scheduling of AED and First Aid Training. - SCHEDULED**
- **Procurement of an additional eyewash station. - ORDERED**
- The purchase of a shelter for a lift station control panel. The shelter has been received but not yet installed. - PENDING
- The purchase of reflective rain gear. – COMPLETED
- The replacement of the stair case inside the Bargain City lift station. – COMPLETED
- The improvement of the entranceway steps at three stations. – PENDING.
- Railing for Rock Run generator porch. – COMPLETED
- The replacement of the interior staircase at the Bargain City Lift Station. – COMPLETED
- Reflective tee shirts for warmer weather – COMPLETED
- Respirators for chemical mixing – COMPLETED
- Sodium Hypochlorite warning signs for chemical storage areas – PENDING
- Purchase and distribution of HI-VIZ tee shirts and vests – COMPLETED
- Exploration of GPS vehicle tracking for safety and productivity – COMPLETED
- TOFA has received a grant of \$3,000.00 to the Delaware Valley Insurance Trust (DVIT) for the partial reimbursement of these completed projects. A new two-year grant cycle will begin in January, 2016. Staff has notified DVIT of its intent to file a grant application in 2017.

- A motor vehicle accident involving a TOFA vehicle (#316) and two TOFA employees occurred on the afternoon of September 19. Accident details were provided to the Board in a separate memo.
- **Defensive Driving Course and test - COMPLETED**

In-house safety training sessions have been conducted covering various topics of eye and foot protection, first aid – initial response and hazard recognition and control. The last videos covered Office Safety and Ladder Precautions. DVIT continues to provide additional videos for TOFA's regular safety meetings. DVIT conducted its annual visit to TOFA on August 18, 2016. A separate report will be provided to the Board.

15. SECURITY

The installation of eight surveillance (four inside and four outside) cameras is complete. The two most recent additional cameras cover the Board room and the service vehicle parking area. Access by operational personnel to the administrative portion of the building has been reduced by moving the work assignments pickup location including the One-Call printer to the kitchen. A work station for the Foreman has also been established in the kitchen area. A wide-screen camera monitor has been installed in the administrative office for added real-time security awareness. **The log-on password has been changed to block unauthorized access.**

16. TOFA VEHICLE FUEL PROVIDER CHANGE (WAWA)

TOFA vehicle operators have been issued the Wawa cards and have been using them for nearly three months. Staff has noted a significant decrease to same period in 2014. The largest portion of this decrease is probably due to lower gasoline prices, but the change in vendors has also lowered TOFA's fuel costs. TOFA's gasoline purchase costs in 2015 were \$16,219 compared to \$25,762 in 2014 – a \$9,543 or a 37% reduction. A report was prepared for the Board comparing vehicle fuel expense for WAWA and Suburban Propane. It showed a 33.5% reduction in fuel costs for the first seven (7) months of 2016. This report will be updated to include all of 2016.

17. ULTRASONIC WATER METERS

As a follow-up to an earlier email to the Board on this topic, staff continues its due diligence with regard to other organizations experiences with this technology. Most notably, the Washington (DC) Suburban Sanitary Commission (WSSC) is two months into an exhaustive test of the Kamstrup meters. So far the performance indicators are positive. The WSSC system has approximately 450,000 accounts and operates its own meter laboratory. The WSSC will not allow bids with meters it has not tested first. TOFA's own bench testing has shown the capture of greater water flow by the Kamstrup meters than by the Neptune meters. The Operations Manager has provided the data. The Board approved a 20-meter ultrasonic technology pilot. The meters were received and were installed in customer homes in September-October, 2016. The installation of the ultrasonic meters is completed. Neptune has recently unveiled its ultrasonic bronze meter. The TOFA Board has approved the purchase and testing of 20 of these meters at a cost of \$5,120.00. **Staff is considering a random testing of existing Neptune meters to develop baseline data.**

18. CAPITAL EQUIPMENT

For 2017 staff will continue its evaluation of video equipment in an effort to identify the most useful and cost effective technology for TOFA's purposes. There are no funds budgeted for camera equipment in 2017.

With Board approval in 2016, TOFA purchased a 4" Gorman Rupp portable diesel pump for sewage overloads and emergency situations. The pump was purchased through Sanders Power Equipment, which was the low bidder, for \$36,247.00.



TOWNSHIP OF FALLS AUTHORITY

Engineering Status
January 25, 2017

Current Business:

- 1) **Chatham Water Investigation/New Falls Road Pilot Study:** TOFA Staff continues to test residential properties along Chatham Road, Beaumont Road, and Auburn Road for iron to check water quality. The Zinc Polyphosphate Injection System at the New Falls Road Interconnect has been online for a little 60 days. Sampling at the interconnection and at testing sites in the distribution system show that iron levels are decreasing. Sampling continues at residential locations and interconnections. Meeting with DEP is scheduled for July 28, 2016. RVB requested pilot study extension to perform

final sampling, evaluation, and report. RVB submitted permit application to DEP. DEP provided comments on permit application. **Revised permit was resubmitted.**

- 2) **2016 Water Main Cleaning and Lining Project:** Board formally awarded the project to J. Fletcher Creamer & Sons on March 30, 2016 in the amount of \$813,800.00. Project will address the cleaning and lining of water mains along the 600 and 700 Blocks of Auburn, Beaumont, and Chatham Roads, and Dunedin Road between Trenton Road and Chatham Road. RVB forwarded contracts to Authority for execution. RVB held preconstruction meeting on May 6, 2016. Information session with the residents was held on May 19, 2016. Township approved the waiver of Road Opening Permit fee. Construction began on June 13, 2016. Customers will be re-introduced to the system starting August 22, 2016. All locations are connected to the distribution system. Friction Factor (C Factor) test exceeded the requirements of the Contract. RVB, Authority Staff and Township Engineer performed site walkthrough with Contractor to discuss paving and sidewalk restoration. A preliminary punch list was generated. Township approved the ADA ramps. Contractor remobilized to address ADA ramps, paving, and sidewalks. **TOFA Staff and RVB had a status meeting with Contractor on January 19th. Will discuss at meeting.**
- 3) **Collingswood Tank Improvements/Austin Tank Evaluation/Cabot Diesel Standpipe Evaluation:** Board directed RVB to evaluate the Austin elevated water tank and Cabot Diesel standpipe to determine the condition and outline the timeframe for improvements with costs. RVB has prepared scope of work and proposed construction schedule. Bid package has been prepared with payment plan consisting of equal annual payments. RVB is also seeking quotes from tank painting contractors. Southern Corrosion inspected both the tank and the standpipe. Report and quote are forthcoming. Pittsburgh tank provided a quote for the tank and the standpipe. RVB requested quote for the Collingswood Tank from Pittsburgh Tank. Board directed staff to enter into 10-year maintenance contract with Southern Corrosion for the Collingswood Tank Improvements. The contract will be an extension of the Penn Warner Tank contract. RVB and Staff are determining when to schedule the Austin Tank and Cabot Diesel improvements. Based on interim disinfection by-product (THM and HAA5) sampling performed by the Authority at the interconnects and tanks, the THM levels are more of a concern at the tanks than HAA5 levels. RVB recommends draining the Collingswood Tank in 2017 instead of 2021 per the maintenance agreement with Southern Corrosion. This would allow the Authority to install a mixer to prevent THM violations. **Nothing to report at this time.**

- 4) **TOFA Building Center Space Fit Out:** Board directed RVB to design structural fit out of center space in preparation for rental. Staff is reviewing the preliminary layout and construction cost estimate. RVB prepared a two-phase layout and construction schedule to allow the installation of the garage doors and associated concrete work and parking lot re-stripping as Phase 1 not to exceed the 2017 budget amount of \$50,000. The locker room expansion and associated work is scheduled for Phase 2 for an estimated cost of \$156,000. Per the Board's direction, RVB revisited the design and modified the locker room expansion. Authority staff reviewed and approved the revised design. **Earth Disturbance and Building Permit Applications were submitted to the Township for Phase 1 to address the installation of the garage door. RVB has solicited quotes for Phase 1. Phase 2 will be bid February 22, 2017.**
- 5) **TTHM & HAA5 Investigation:** RVB and Authority staff have been working together to study the levels of disinfection by-products (DBPs), trihalomethanes (THM) and haloacetic Acids (HAA5). RVB recommended additional sampling outside of the Authority regulatory sampling to determine if measures should be taken to prevent increased levels of DBPs in the distribution system. The initial sampling showed that HAA5 levels were higher at the interconnections (58% of the MCL of 60 ug/L) and THM levels were higher at the tanks (85% of MCL of 80 ug/L). RVB recommends the installation of autoflushers as a cost-effective way to increase water turnover and reduce HAA5 levels at the ends of the distribution system. RVB also recommends the installation of mixers at the tanks to reduce THM levels. **A Public Water Supply Permit has been submitted for the installation of a mixer at the Collingswood Tank.**
- 6) **2017 I/I Project:** The Board requested cost estimates for the remaining areas of the sewer system. The remaining areas include approximately 36,000 LF of 8-inch pipe and approximately 1,300 LF of 18-inch pipe. The list of locations were enclosed in last month's board packet. The estimated construction cost for these areas is estimated at \$700,000. **Nothing to report at this time.**
- 7) **2017 Water Main Lining Project:** The 2017 project includes addressing the 800 Block of Auburn Road, 100-200 Blocks of Waltham Road, Tewksbury Road, and Wyandotte Road. RVB recommends the inclusion of 200 Block of North Olds Boulevard based on recent iron results. This next phase of the water lining project has longer roads which are curved. These curved roads would require more access pits. More sidewalks and handicap ramps would be effected due to the existing mains being located in the sidewalks. Coordination with the Township would be required to determine paving requirements and to see if the Township could include these locations

in their Road Program to cut down on paving costs. RVB recommends the Board consider bidding the project as a lining project and as a main replacement as an alternate bid. **Nothing to report at this time.**

- 9) **Second Trenton Road Interconnection w/LBCJMA:** LBCJMA approached Authority staff about creating a second interconnect with TOFA on Trenton Road near 1004 and 1008 Trenton Road. The interconnect is proposed to improve water quality for both authorities. LBCJMA would cover the costs of the vault and connection to their system. TOFA would be responsible for the wet tap to their main and connection to the vault. The estimate for TOFA's contribution is approximately \$21,000.00. RVB and Authority Staff met with LBCJMA on November 29th. LBCJMA wants to start work in the next 8 weeks. **RVB has submitted a PennDOT HOP for TOFA's portion of the work.**
- 10) **BOD/TSS Study:** Per the settlement of the high strength surcharge lawsuit with BCWSA, a study to find the sources of high Biochemical Oxygen Demand (BOD) and Total Suspended Solids (TSS) must be conducted. The cost of the study is \$50,000. RVB has prepared a scope of work for this study and submitted it to Authority staff for forwarding to BCWSA. BCWSA approved the Scope of Work. **RVB has begun generating Wastewater Questionnaires and letters to be sent to commercial customers.**
- 11) **Water Quality Parameters:** Per the Board's direction at last month's meeting, RVB with the assistance of Authority staff has come up with water quality parameters and limits to hold LBCJMA to as TOFA's water purveyor. RVB recommends these parameters and limits be shared with LBCJMA for discussion and inclusion in the new agreement or as a separate memorandum of understanding for water quality. RVB and Authority Staff met with LBCJMA on November 29th. **Nothing to report at this time.**
- 12) **Sewage Flow Increase to BCWSA:** The Board tasked RVB with investigating why there was an increase in flows from May to August 2016 compared to flows from the same time period in 2015. Memo was provided to Board at November's meeting. **Nothing to report at this time.**
- 13) **Emergency Water Main Repair Near Lower Morrisville Road:** 12" water main break occurred by the creek near Lower Morrisville Road and Route 13. RVB applied for an emergency permit on behalf of the Authority. **The water main has been repaired and the restoration of the area disturbed by the break along Rock Run started on December 14th. A construction cost estimate has been generated to relocate the main to Lower Morrisville Road (see enclosed estimate).**

- 14) **2016 Chapter 94 Report:** An Annual Wasteload Management Report is due to PADEP by March 31st of each year for the previous calendar year per Chapter 94 of Pennsylvania Code. This report is a tributary report to MMA, BCWSA and LBCJMA as these entities accept and treat TOFA's sewage. **RVB has begun to prepare the report for 2016.**

Old Business:

- 1) **Falls Township Act 537 Plan/Neshaminy Interceptor Agreement:** Township authorized RVB to update the Township's Act 537 Plan. BCWSA Analysis of the Neshaminy Interceptor along with improvement costs must be updated in the plan. Per the requirement of DEP, Plan has to be resubmitted to include BCWSA Implementation Schedule and Financing. BCWSA forwarded these documents to all municipalities on September 19, 2016. TOFA Staff and RVB met with the Township to discuss the Act 537 and the Neshaminy Interceptor Agreement on October 3, 2016. **RVB and TOFA had follow up meeting with Township on November 30, 2016. Will discuss at meeting.**

