

TOWNSHIP OF FALLS AUTHORITY

REGULAR MEETING

July 26, 2017

The regular monthly meeting of the Township of Falls Authority Board of Directors was held on Wednesday, July 26, 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 absent, James Goodwin, Vice Chairperson, Brian Binney, Secretary, William Beier, Treasurer present, Thomas Miles, Assistant Secretary/Treasurer present. Edward Zanine, Authority Solicitor present, Vanessa Nedrick, Authority Engineer, Timothy Hartman, Executive Director, John Ryba, Operations Manager, Megan O’Neill, Business Manager and Tammy McAnulty, Recording Secretary, were also present.

Solicitor’s Report on the Executive Session – Mr. Zanine was not in the Executive meeting however Mr. Rosso stated the Executive session consisted of discussion on the Collective Bargaining Agreement for the ongoing union negotiation.

Approve Meeting Minutes for June 28, 2017 Meeting – Mr. Beier made a motion to approve the minutes as written. Mr. Rosso seconded the motion.

Poll of the Board:

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

Motion Carried 5-0.

Public Comment – Mr. Rosso opened up public comment by first welcoming the several attendees and then discussing the upcoming cleaning and re-lining of the water mains serving Suffolk, Tewksbury, Waltham and Wyandotte Roads. He explained how last year the Township of Falls Authority (TOFA) successfully cleaned and relined the mains of Dunedin, Auburn, Chatham and Beaumont Roads. He added that this year the lining will be done in phases. Mr. Rosso explained that for this project TOFA has contracted with Bucks County Water and Sewer Authority to do the work. Mr. Rosso introduced Gary Soroan and Mark Pizzo to explain the process further and answer any questions the residents may have. Messrs. Soroan and Pizzo also provided contact information for residents of the affected area. Mr. Rosso directed Authority staff to post project information on the Authority website.

Solicitor's Report – Mr. Zanine discussed the private sanitation agreement with Buckingham Retail (Morrisville Commons). He stated there had been a few minor changes so he asking the Board to approve the revisions made to the agreement.

Mr. Rosso made a motion to approve the revisions to the Morrisville Commons Sanitation Agreement. Mr. Beier seconded the motion.

Poll of the Board:

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

Motion Carried 5-0.

Mr. Zanine explained that the Republic Bank project is in Bristol Township although TOFA supplies the water. He added that the project is seeking approval for a Conditional Water Service Agreement until the Water Service Agreement is completed. He stated Ms. Nedrick will supply the figures for the financial requirements.

Mr. Rosso made a motion to approve a Conditional Water Service Agreement pending completion. Mr. Beier seconded the motion.

Poll of the Board:

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

Motion Carried 5-0.

Engineer's Report -

2016 Water Main Cleaning and Lining Project - Ms. Nedrick stated that J. Fletcher Creamer and Sons has submitted the As Built plans, but plans the drawing

was incomplete and cannot be considered as the final draft. Ms. Nedrick stated she is not requesting the release of the retainage at this time.

TOFA Center Space Fit Out – Ms. Nedrick stated that there was a follow-up meeting with the garage door contractor. She stated that the permit has been obtained and the garage doors will be ordered.

2017 Infiltration and Inflow (I&I) Project – Ms. Nedrick has the contract for signature by the Board but would like to hold off until Mr. Zanine can review. Mr. Rosso asked how many signatures are required and Ms. Nedrick stated one signature authorization is needed along with one witness. Mr. Rosso stated that Mr. Hartman can call when they are reading for signature.

2017 Water Main Lining Project – Mr. Rosso has requested that Mr. Hartman keep the Board updated on the project's progress so the Board is aware.

Ms. Nedrick stated that during the June meeting when the Board awarded Bucks County Water and Sewer Authority the work she doesn't believe a formal motion was made to reject all public bids and she is requesting the Board re-affirm the motion to reject the public bids.

Mr. Rosso made a motion to re-affirm the motion to reject the public bids. Mr. Beier seconded the motion.

Poll of the Board:

Mr. Miles Yes

Mr. Binney Yes

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|-------------|-----|
| Mr. Beier | Yes |
| Mr. Goodwin | Yes |
| Mr. Rosso | Yes |

Motion Carried 5-0.

Relocation of 12" Water Main to Lower Morrisville – Ms. Nedrick stated the design is moving along. She stated that they did have to do an application to DEP and PennDot because of the pipe bursting. She also stated that the bid opening is currently scheduled for August 23.

New Falls Interconnect Generator – Mr. Binney had asked Ms. Nedrick if there was anything that could be done to reduce the cost. Ms. Nedrick stated that the electrical is what has put it over budget. The two line items that were more than she estimated were the electrical work line item and the line item for the generator. She will speak to the Electrical Engineer to see if the existing panel needs to be relocated. Mr. Rosso asked how the bids compare to where Ms. Nedrick estimated. Ms. Nedrick stated that the generator itself puts the cost over the budget plus the additional electrical work. Mr. Rosso requested she look into this further for next meeting.

Ms. Nedrick stated that she has provided Mr. Hartman and Mr. Ryba with the water meter sampling plan to review.

Neshaminy Interceptor – Ms. Nedrick has been in communication with the Township and has received confirmation of the Township Solicitor to move forward on the resubmitting 537 plan. She stated that the plan has been revised based on the Township's and Authority's requests.

Executive Director's Report –

2016 Audit - Mr. Hartman reported that the Auditor expects to produce a draft 2016 Audit by August 1. He explained that the unaudited Management Discussion and Analysis section will be drafted once the draft financials are received and the draft audit will be presented to the Board on August 23. Mr. Hartman added that the TOFA Financial Advisor, Christopher Gibbons, would be present for the audit presentation and will discuss with the Board bond refinancing opportunities.

Morrisville Sewage Treatment Options - Mr. Hartman refreshed the Board on Morrisville Municipal Authority's (MMA) urgent need to improve sewage treatment. He explained that MMA must either extensively upgrade its existing waste water treatment plant or build a new one. He told the Board that MMA clearly favors the construction of a new plant with an expanded municipal and industrial customer base. Mr. Hartman reported that MMA has signed a letter of intent to purchase an approximately 42 acre plot in the Keystone Industrial Park complex in Falls Township. He informed the Board that he and Mr. Ryba will be attending another meeting on the MMA sewage treatment planning at the Lower Makefield Township building on July 27.

Temporary Administrative Staff - Mr. Hartman advised the Board he expects the temporary administrative staff provided through J&J Staffing will continue on a full time basis until Ms. O'Neill returns from maternity leave.

Paving/Restoration Contractor Acquisition - Mr. Hartman reported that John Feher Concrete of Morrisville, the Lower Bucks County Joint Municipal Authority's paving materials and restoration contractor, has agreed to provide like services and pricing for the Township of Falls Authority. He added that Mr. Ryba is preparing a list of existing projects that he will provide to Feher.

Summer Employment Program - Mr. Hartman commended the accomplishments of the Summer Employment Program in continuing the work of improving the appearance and tidiness of the stations.

PennDOT Reimbursement - Mr. Hartman informed the Board that PennDOT is upgrading its Engineering and Construction Management System (ECMS) to improve turnaround time for payments to Local Project Sponsors and project consultants and contractors. He added that TOFA will participate in User Acceptance Training to take advantage of the benefits of this upgrade.

Delaware Valley Insurance Trust (DVIT) Safety Grant Application - Mr. Hartman advised the Board that staff has submitted a safety grant application to DVIT for the maximum amount of \$3,000 for the partial reimbursement of the two recently purchased Automated External Defibrillators.

Security Camera Addition - Mr. Hartman reported that an additional internal security camera has been added to provide an additional view of the office lobby.

Requisition RF-3- Operating Funds - Mr. Hartman is requesting RF3 drawdown for 3rd quarter operations of \$3,440,749.00 from the Trustee, Univest Bank.

Mr. Beier made a motion to approve the RF3 drawdown in the amount of \$3,440,749.00. Mr. Rosso seconded the motion.

Poll of the Board:

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|------------|-----|
| Mr. Miles | Yes |
| Mr. Binney | Yes |
| Mr. Beier | Yes |

Mr. Goodwin Yes

Mr. Rosso Yes

Motion Carried 5-0.

Mr. Hartman stated that before the Board approves the bill list there is an additional bill for K.E.Seifert in the amount of \$9,565.29. Mr. Ryba stated that this was for Armour Electric for a secondary emergency repair. He explained that BCWSA completed the work but was not available to return when the repair area continued to leak. Only then was Seifert was contacted to restore water service.

Mr. Beier questioned the permit cost for the garage doors. Mr. Rosso stated that he will look into this cost and see if he can get anything back on it.

Review of the Bill List – Mr. Beier made a motion to approve the bills in the amount of \$1,311,803.67. Mr. Rosso seconded the motion.

Poll of the Board:

Mr. Miles Yes

Mr. Binney Yes

Mr. Beier Yes

Mr. Goodwin Yes

Mr. Rosso Yes

Motion Carried 5-0.

Board Comment –

Mr. Miles – No comment

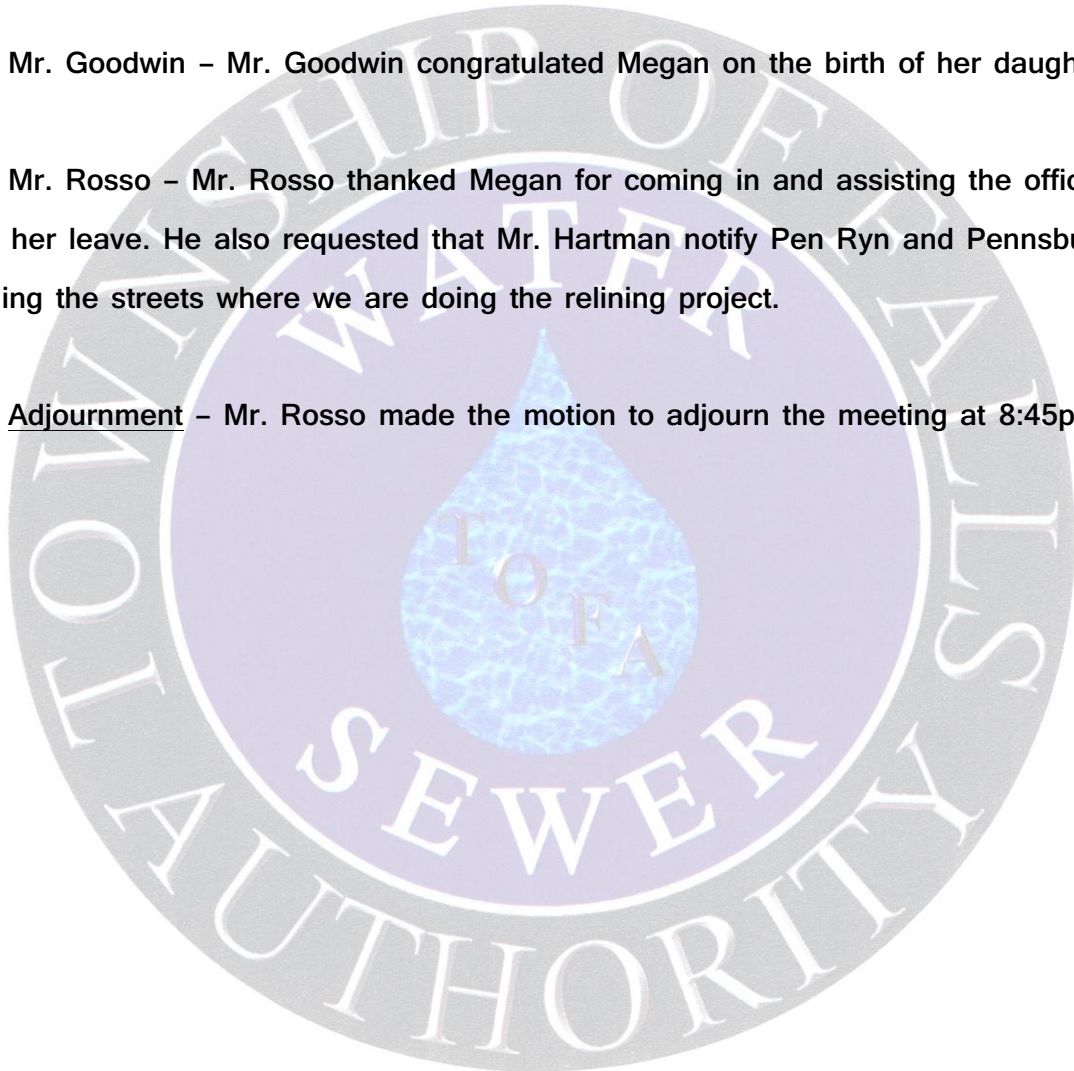
Mr. Binney – No comment

Mr. Beier – Mr. Beier thanked everyone for their efforts and stated everyone did a great job tonight with the residents here.

Mr. Goodwin – Mr. Goodwin congratulated Megan on the birth of her daughter.

Mr. Rosso – Mr. Rosso thanked Megan for coming in and assisting the office during her leave. He also requested that Mr. Hartman notify Pen Ryn and Pennsbury regarding the streets where we are doing the relining project.

Adjournment – Mr. Rosso made the motion to adjourn the meeting at 8:45pm.



Township of Falls Authority Executive Director's Report August 23, 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. TOFA and J. Fletcher Creamer met on May 18 to settle accounts. If agreement is reached a loan drawdown will be prepared. At the May 24 public meeting, the TOFA Board approved a payment to J. Fletcher Creamer of \$136,492.10. As a result, \$2,485,266.30 of the \$3,026,000.00 Phoenixville Bank loan remains available for TOFA use.

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. The second Vermillion Interconnect project has been completed and has been opened.

Under the PA intergovernmental cooperation authorities, TOFA has requested LBCJMA consider including TOFA in its paving bid solicitation. LBCJMA has responded positively and will support TOFA being added to its existing paving/restoration contract.

3. PERSONNEL MATTERS

TOFA operations staff has completed an online Defensive Driving Course. An Anti-workplace bullying course was conducted on April 13 and will be scheduled again for those employees who were unable to attend.

The high school contingent (4 students) of TOFA's Summer Employment Program are on board as of June 19. The summer hire complement is complete and the maintenance program is in full operation.

A temporary employee has been hired through J&J Staffing Resources to assist the front office over the next few months.

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 been 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. A permit application for a water mixer installation in the Collingswood tank has been approved by PADEP. Also, no permit will be necessary for the approved by installation of the tank ladder. Southern Corrosion has installed the mixer and has mobilized to paint the Collingswood tank exterior. Color selection (polymer blue) was made at the May 24 meeting. **The tank has been painted and lettered. Power has been connected to the mixer and it is running.**

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

5. HOMESERVE USA PARTNERSHIP

Two local contractors have been added as HomeServe contractors at TOFA's urging: J&M Warrell and McHales. Staff has broached HomeServe regarding coverage for repairs required by lateral inspection ordinances. HomeServe has indicated repairs of breaches in sewer laterals discovered by inspections would be covered.

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. TOFA staff, Engineer and Solicitor met on March 6 with Falls Township to finalize the draft. A final review of the draft agreement was conducted by TOFA on April 26. A meeting between TOFA and Falls Township was held on May 9 and a meeting with BCWSA and PADEP was held on May 22. TOFA and Falls Township are in agreement on changes to the Supplemental Agreement resulting from comments

received at the May 22 meeting and a new draft will be submitted for BCWSA and PADEP review. A letter detailing requirements for administrative completeness for the Act 537 Plan Update, I/I Corrective Action Plan and the N/I Supplemental Agreement has been received from DEP. We are awaiting indication from Falls Township to make submission.

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, 2016, 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. A joint meeting called by MMA with nearby municipalities and municipal authorities was held on June 27. Attendees were introduced to a consultant hired to evaluate the costs and benefits of building a new plant compared with those of upgrading the existing plant. **The Operations Manager and Executive Director attended an update meeting on July 27, 2017, at which the Lower Makefield Township Engineer provided alternatives for upgrading the MMA Sewer Plant. An MMA consultant continues work on a comparative analysis report.**

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. TOFA has postponed the award of the front garage door bid until the Township can evaluate the impact on its plan. A permit to install the mixer is required by the PADEP and has been submitted and approved. Falls Township has advised TOFA it has no objection to the installation of a front overhead door and the bid has been awarded. Insurance certification has been provided by Philly Overhead Door and work will be scheduled. A preconstruction meeting held on May 31 resulted in the contractor indicating that its bid price did not include all the required work. The permit has been issued and RVB is about to issue notice to proceed. **The project estimate increased due to changes on the door, specifications have been approved.**

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. The installation of a tank ladder and a water mixer will be the first items addressed. The ladder and mixer have been installed, repairs have been made and tank has been painted and lettered (TOFA) and returned to service.

Power has been connected to operate the mixer and it is operating continuously .

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 shows Crunch is operating within its edu allotment.

11. 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.

12. 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. Staff is continuing to cultivate local contractor involvement in TOFA emergency projects.

13. SAFETY

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

- **A TOFA Building Emergency Action Plan has been drafted.**
- Anti Harassment/Bullying Training - One of Two Courses Completed
- The procurement of two stocked first aid cabinets. - COMPLETED
- The procurement of two AEDs. - COMPLETED
- The running of AED and First Aid Training. - COMPLETED
- Procurement of an additional eyewash station. – ORDERED
- Start Pilot Tire inspection program. - COMPLETED
- The construction of four shelters at exposed lift stations. Two shelters - COMPLETED (Valley View and Penns Place) Two shelters - PENDING (Headley and Amesbury)
- 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 – **COMPLETED**
- 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. TOFA has submitted another \$3,000 grant application for reimbursement of a portion of the AED costs.
- 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**
- **New Safety glasses (a CINTAS gift) have been distributed - 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.

14. 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. An additional camera installation has been ordered for more complete coverage of the public lobby. **The Operations Manager and Executive Director have completed a Facilities Physical Security course focusing on identifying and enhancing protection of critical assets.**

15. TOFA VEHICLE FUEL PROVIDER CHANGE (Falls Township)

On April 10 TOFA began fueling at the Falls Township gas/diesel pump. Usage reports and invoicing will occur quarterly.

16. 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. TOFA staff and Engineer are developing a random water meter testing study to develop baseline data before recommending a replacement schedule. **The RVB study has been provided and staff has provided comments.**

17. 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.

With Board approval, staff has purchased a paper folder, envelope inserter and sealer machine to improve efficiency of the billing process.

At its April 26, 2017 meeting the Board approved the purchase of an \$8500.00 jackhammer attachment for the TOFA excavator. The jackhammer attachment has been received and is available for use.

18. SUMMER HIRING PROGRAM

Staff has received inquiries from several of the students employed by TOFA last summer about prospects for employment this summer. Funds have been budgeted to continue this program this year and with Board approval staff will begin making hiring commitments. Four summer hires began work in May. Four high school students were added to the summer employment complement on June 19. The Summer Hire Program complement is complete and the maintenance program is in full operation. **The student participation has started to wind down as classes resume and extracurricular activities begin.**

19. AUSTIN TANK- CLEARWIRE DECOMMISSIONING

The Sprint owned Clearwire is decommissioning its equipment at Austin Tank. This is a loss of \$31,560.48 in annual revenue. TOFA has accepted Clearwire's offer to leave its shelter. Sprint has also agreed to pay TOFA \$5,000 for its avoided costs to remove the shelter and restore the site. The Board has accepted the offer.

Township of Falls Authority
Engineering Status
July 26, 2017

Current Business:

- 1) **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. Settlement offer for project closeout was sent to Contractor on Friday, May 12th. Meeting to discuss settlement offer was held on May 18th. **RVB awaiting final documents to release retainage.**

- 2) **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. Permit was issued for the mixer. Safety ladder did not require permitting. Tank work has been completed and tank is back in service. Nothing to report at this time.

- 3) **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-striping 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. Two quotes were received for the garage door. Quotes are enclosed. Board awarded the garage door installation to Philly Overhead Door in the amount of \$6,709.04. Signed quote was provided to Contractor. Preconstruction meeting was held. **Building permit was obtained and garage door is on order.**
- 4) **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. Permit was issued by DEP. **Nothing to report at this time.**
- 5) **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. Per the Board's Direction, the project will focus on addressing I/I in the area near Bishop Egan High School. RVB is currently doing field work with Authority staff to determine actual pipe footages, number of manholes to be addressed, and if there are any access issues. Bid opening was held on April 13, 2017 at 10:00AM. The two bids exceed the Authority's budget for the I/I work. Board rejected all bids and directed RVB to rebid the project with a reduced scope. Project was rebid on May 24, 2017 at 10:00AM. Notice of Intent to Award Base Bid was given by Board on May 24, 2017. Board awarded contract to Standard Pipe Services in the amount of \$175,500.00. **Contracts are being executed.**

- 6) **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. **RVB recommends the rejection of all public bids opened on July 21, 2017. Project was awarded to BCWSA in the amount of \$825,700. Preconstruction meeting was held on July 10th. Construction is anticipated to start the second week in August.**
- 7) **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 obtained the PennDOT HOP. Interconnection is in place. RVB submitted permit applications for Water Allocation and Public Water Supply. **DEP issued administrative completeness letter on July 11, 2017. Technical review of permit is underway.**
- 8) **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 receiving questionnaires for evaluation. RVB has begun follow up with customers who require further evaluation. RVB is preparing report to BCWSA on status of the study.**
- 9) **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.**
- 10) **Relocation of 12" Water Main to 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 was completed. RVB has initiated a PA One Call and survey was completed. RVB has been coordinating with Staff and contractors to find a cost effective, trenchless solution to relocation. **Per Board direction, the project will be put out to bid with pipe bursting as the method of pipe replacement. Bid opening will be August 23rd at 10:00 AM.**

- 11) **New Falls Interconnect Generator:** Authority staff desires to have a generator to provide back-up power to the interconnect in case of a power failure. RVB met with Authority staff. Draft bid documents are with staff for review and approval. Bid opening was June 14, 2017 at 10AM. Four (4) contractors bid on the project. **Per Board direction, award of project has been tabled.**
- 12) **SCADA Proposal:** The Authority has \$100,000 budgeted for the installation of Supervisory Control and Data Acquisition (SCADA) equipment. In communicating with Authority staff, RVB recommends that the Tyburn Road Sewage Pumping Station and the New Falls Interconnection be equipped with SCADA first to build the Authority's system. **Awaiting consideration and direction from the Board.**
- 13) **PA Small Water and Sewer Grants:** The Commonwealth Financing Authority Board is meeting on March 29th to select the grant recipients. TOFA was not successful in obtaining a PA Small Water and Sewer Grant for the water and sewer projects. **RVB prepared a recommended list of water and sewer projects that can be done with budgeted funds. Awaiting consideration and direction from the Board.**

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 March 6, 2017. A joint meeting with DEP was held on March 21st to discuss the revised draft agreement to get DEP support and feedback. Meeting with the Township occurred on May 9th. Meeting with BCWSA & PADEP was held on May 22nd. **Will discuss at meeting.**

