

**TOWNSHIP OF FALLS AUTHORITY**

**REGULAR MEETING**

**June 25, 2008**

The regular monthly meeting of the Township of Falls Authority was held on Thursday, June 5, 2008, in the main meeting room of the Township Building, 188 Lincoln Highway, Fairless Hills, PA, at 7:34 P.M.

**Salute to the Flag**

**Roll Call** - Debra DeBlasio, Chairperson, John Palmer, Vice Chairman, William Renson, Treasurer, Anthony Rosso, Assistant Secretary /Treasurer and Lisa Walsh, Secretary were present. Edward Zanine, Authority Solicitor, Vanessa Nedrick, Authority Engineer, David Busch, Keystone Alliance Consulting, Edna Miller, Business Manager and Megan O'Neill, Recording Secretary were also present.

Anthony Rosso was not present at roll call but came in during the Engineer's Report at 7:50.

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

**Item #2 - Approve Meeting Minutes for April 23, 2008** –John Palmer made a motion to accept the minutes as amended for April 23, 2008. Lisa Walsh seconded the motion. All in favor. Motion carried.

**Item #3 – Approve Meeting Minutes for June 5, 2008** – Lisa Walsh made a motion to approve the minutes for June 5, 2008. John Palmer seconded the motion. All in favor. William Renson abstained; he was not present for the June 5<sup>th</sup> meeting. Motion carried.

**Item #4 – Public Comment** – There was no one signed up for public comment.

**Item #5 – Review of Bill List** – William Renson wanted to know if the payment for the repairs to the hydrant on the bill list was the one where the Fire Marshall located the truck driver who hit it. David Busch indicated that this was another hydrant that was hit on Cabot Boulevard.

Eddi Miller stated that she did call Eckerd and Pennsbury to see if they had anything on their surveillance cameras. Both returned the call. The tapes did show a tractor trailer backing into the hydrant but were unable to get a plate number.

John Palmer wanted to know if pillars could be placed around the hydrant to protect them from being hit. William Renson indicated that he did not believe that the fire company would allow a pillar to be put up.

Eddi Miller indicated that the newer hydrants are the brake away type, if it does get hit the hydrant will just brake away from the piping. That way there is less damaged.

John Palmer wanted to know if William Renson had seen the bills for the truck repairs. William Renson indicated that he needed more information from David Busch and that he will have a chart ready for next month.

Debra DeBlasio would like David Busch to write a letter to the owner of 52 Moon Drive regarding any future backups. Debra DeBlasio questioned Ed Zanine if this would be acceptable. Ed Zanine indicated that it would be fine for David Busch to write the letter. Debra DeBlasio would like to have the letter sent certified.

Lisa Walsh made a motion to approve the bill list for June in the amount of \$91,929.71. William Renson seconded the motion.

**Poll of the Board:**

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

**Motion Carried 4-0.**

**Item #6 – Solicitor Comment-** Ed Zanine indicated that he and Randy Flager are looking into the contracts with Big Bucks and Morrisville concerning TOFA’s right to purchase water and receive sewage treatment service from an alternative source. There is more information necessary to make a determination on paying off the bonds early.

Ed Zanine also indicated that a driving policy is in the safety manual and that he would put it into a better format and then present it to the Board for approval.

Ed Zanine indicated that the transfer agreement between the Township and the Authority is to purchase the system assets “as is”. The Authority will have to determine whether any issues that arise would be the homeowners or the Authority’s problem.

**Item #7 – Engineer Report**

**Austin Tank – Vanessa Nedrick indicated that Sprint refuses to paint without reimbursement. Sprint submitted an estimate of \$1,900.00 to paint the cables and the shields and the contractor quoted \$5,000.00. Vanessa Nedrick wanted to know if the Board would like to proceed and have the cables and the shields on the tank painted.**

**Lisa Walsh made the motion to approve the painting for \$1,900.00 to make it look uniform. William Renson seconded the motion.**

**Poll of the Board:**

<b>William Renson</b>	<b>No</b>
<b>Lisa Walsh</b>	<b>Yes</b>
<b>John Palmer</b>	<b>No</b>
<b>Debra DeBlasio</b>	<b>Yes</b>

**Motion Fails for lack of three. 2-2.**

**Wawa - Vanessa Nedrick indicated that they are just waiting for Wawa to complete the project. Once that is completed Tom Beach then will do the punch list to make sure everything has been taken care of.**

**US Steel – Vanessa Nedrick indicated the study is about 90% complete. What has been found is the water treatment plant might not be as favorable as acquiring the waste water treatment plant. Tom Beach and David Busch had a meeting with the Delaware River Basin Commission. The meeting went well. They did not have any issue with the NPDES permit transfer from USS to TOFA. Within the next few weeks Vanessa should get the information to David Busch so he can work the financial aspects of the study.**

**2008 Capital Improvement Program**

**I/I Study – Vanessa Nedrick stated that the project is in design phase and hopefully it will be ready for next month.**

**Rock Creek Run – Vanessa Nedrick indicated that Tom Beach is working with Martin Witt regarding some of the water issues. They are looking into adopting a flushing program to address some of the issues. Also they would like to resample again.**

**Debra DeBlasio would like to have someone contact the Rock Creek Run Association regarding the issues and how they could be addressed. David Busch indicated that he would take care of that.**

**John Palmer would like to know if we are still holding the bond. Eddi Miller indicated that, yes we are and that it was in the safe.**

John Palmer wanted to know who would be paying for flushing out the homes that are having the water problems. Vanessa Nedrick indicated that she was not sure at this time and that she would get back to him.

Debra DeBlasio indicated that before the flushing is done it should be established who is paying for the job to be done.

Vanessa Nedrick stated that after the review of the surcharge from Bucks County Water and Sewer there was an error found in the amount that was charges to TOFA. Bucks County Water and Sewer billed TOFA a 32 % surcharge totaling \$151,602.11. The correct amount should be \$116,322.63 at a 25 % surcharge. A letter was mailed disputing the amount. Bucks County Water and Sewer agreed that amount was wrong and it has been corrected.

Vanessa Nedrick indicated that Bucks County Water and Sewer is not being consistent in the way that they are taking the sewer samples. It is the Engineers' hope that our employees will be available to assist QC Labs in the future. Vanessa Nedrick indicated that the sampling should be done at the same time of day and every five days. Right now there is no set schedule.

John Palmer wanted to know if there is going to be a procedure in writing with Bucks County Water and Sewer regarding the sampling. Vanessa Nedrick indicated that a meeting will be set up with Bucks County Water and Sewer Authority. Once that meeting takes place the Bucks County Water and Sewer will put something in writing.

**Item #9 – Executive Director Report – Executive Director’s Report attached.**

John Palmer made a motion to appoint Debra DeBlasio as the delegate for the PMMA conference. Lisa Walsh seconded the motion.

**Poll of the Board:**

Anthony Rosso	Yes
William Renson	Yes
Lisa Walsh	Yes
John Palmer	Yes
Debra DeBlasio	Abstained

**Motion Carries. 4-0-1.**

Debra DeBlasio made a motion to appoint John Palmer as the alternate delegate for the PMMA conference. William Renson seconded the motion.

**Poll of the Board:**

Anthony Rosso	Yes
William Renson	Yes
Lisa Walsh	Yes
John Palmer	Abstained
Debra DeBlasio	Yes

**Motion Carries. 4-0-1.**

David Busch would like to know from the Board whether or not to purchase backup software from Simple Man. Anthony Rosso indicated that he does not see why TOFA needs backup software for the backup system that TOFA already has.

The Board authorized David Busch to get the backup issue resolved as quickly as possible.

Debra DeBlasio stated that she did not want to sign a contract for computer maintenance at this time. In the future she would like the Board to consider paying for computer services on an hourly basis.

**Item #10 – Board Comment** – Lisa Walsh indicated that she will not be attending the meeting for August 27, 2008. Lisa Walsh also indicated that the Board needs to look into changing the dates for the November 26<sup>th</sup>, and the December 24<sup>th</sup> meeting and have the new dates advertised.

The Board tabled the discussion until the location of the July meeting has been determined. That way all the meeting changes can be advertised at once.

Debra DeBlasio directed David Busch to look into purchasing a recording system for the meetings for when the meetings are held at 225 Lincoln Highway.

Lisa Walsh indicated that she has changed her name back to her maiden name of Mangone.

Debra DeBlasio directed David Busch to make reservations for herself, John Palmer and Anthony Rosso to attend the annual PMAA convention.

**Adjournment** – William Renson made the motion to adjourn the meeting at 8:27 P.M. Lisa Walsh seconded the motion which carried 5-0.

# Township Of Falls Authority

EXECUTIVE DIRECTOR'S REPORT

DATE: JUNE 25, 2008

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

- 1. Health & Safety:**
  - a. No personnel injuries.
  - b. No vehicle accidents
- 2. Environmental Compliance:**
  - a. Water testing results are in total compliance with monitoring requirements.
- 3. Operations**
  - a. **Sewer** – Investigation into sewer problem at 528 Austin Drive was conducted on Tuesday June 17, 2008.
  - b. **Water** – No Issues to report.
- 4. Finances:**
  - a. Monthly financial reporting will be distributed at the meeting along with results of the updated water and sewer rate models.

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

1. A meeting with the Delaware River Basin Commission (DRBC) was attended by Tom Beech and David Busch to discuss anticipated requirements if USS water and sewer systems are transferred to TOFA. The meeting provided good insight into the process required and the issues confronting the Authority.
2. Website has been modified to include the Executive Director's position description.
3. An advertisement has been placed in the Philadelphia Inquirer for the Executive Director position.
4. The Authority Auditors have asked a few follow up questions. Completion of the audit is expected shortly.
5. PMAA Annual Conference is scheduled for Sunday September 7<sup>th</sup> to Wednesday September 10<sup>th</sup>, 2008. Please let me know if you are planning on attending so arrangements can be made.