

TOWNSHIP OF FALLS AUTHORITY

REGULAR MEETING

June 27, 2018

The regular monthly meeting of the Township of Falls Authority Board of Directors was held on Wednesday, June 27, 2018, 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 available by phone, James Goodwin, Vice Chairperson was present, Brian Binney, Secretary and William Beier, Treasurer were present and Thomas Miles, Assistant Secretary/Treasurer was absent. Randy Flager and Michael Levin, Authority Solicitors were present, Vanessa Nedrick, Authority Engineer, Timothy Hartman, Executive Director, John Ryba, Operations Manager were present, Megan O’Neill, Business Manager and Tammy McAnulty, Recording Secretary, were present.

Solicitor’s Report on the Executive Session – Mr. Flager reported that the Executive Sessions consisted of various administrative actions as well as potential litigation.

Mr. Binney remarked that he would like the minutes to reflect that he did not question the budget but the actual spreadsheet itself.

Approve Meeting Minutes for May 23, 2018 Meeting – Mr. Beier made a motion to approve the minutes as amended to reflect Mr. Binney’s

statement regarding the actual spreadsheet. Mr. Goodwin seconded the motion.

Poll of the Board:

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

Motion Carried 4-0.

Public Comment – John Butler, Chief Operating Officer of the Bucks County water and Sewer Authority (BCWSA) was called upon to address the Board and attendees on details of the 2018 water main lining project being undertaken by BCWSA on behalf of the Township of Falls Authority on Blough, Stanford and Yorkshire Rds. Following a description of the water main lining project and an explanation of what residents can expect, Mr. Butler responded to all questions from the Board and attendees to their satisfaction.

Motion to close Public Comment. Motion Carried 4-0

Solicitor's Report – Mr. Flager stated that since Penn Village Pump Station was in need of a bypass and the project was bid and PSI Pump Solutions is the bidder, he recommends the Board to make a motion to award the work to PSI Pump Solutions in the amount of \$44,150.00.

Mr. Beier made a motion to award the bid to PSI Pump Solutions in the amount of \$44,150.00. Mr. Binney seconded the motion.

Poll of the Board:

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

Motion Carried 4-0.

Mr. Flager stated that the Township 537 Plan which will be discussed at the July 17th Falls Township Board of Supervisors public meeting and is up for approval. He stated that any changes we needed have been made.

Mr. Goodwin said a few words commending Mr. Zannine's service for the Authority and expressing sympathy for his family's and coworkers' loss and then presented Mr. Flager with Mr. Zanine's name plate. Mr. Flager thanked the Authority on behalf of the Zanine family and Flager Associates.

Engineer's Report –

TOFA Building Center Space Fit Out – Ms. Nedrick met with the Township Code Department and that a draft demo permit has been provided to the Authority to forward to the Township. She stated that TOFA is waiting to see if the fee will be waived for the permit. Mr. Hartman will follow-up with Mr. Gray on the permit.

Relocation of 12' Water Main to Lower Morrisville Road – Ms. Nedrick stated that the work is complete and Bucks County Water and Sewer Authority has submitted the final bill in the amount of \$613,540.96. Ms. Nedrick is recommending Board approval to pay BCWSA in the amount of \$613,540.96.

Mr. Beier made a motion to pay Bucks County Water and Sewer Authority the final payment in the amount of \$613,540.96. Mr. Binney seconded the motion.

Poll of the Board:

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

Motion Carried 4-0.

Ms. Nedrick is also requesting payment of the June requisition in the amount of \$7,994.14 for inspection services.

Mr. Beier made a motion to pay the June requisition in the amount of \$7,994.14. Mr. Rosso seconded the motion.

Poll of the Board:

Mr. Binney	Yes
Mr. Beier	Yes
Mr. Goodwin	Yes

Mr. Rosso Yes

Motion Carried 4-0.

New Falls Interconnect Generator – Ms. Nedrick stated that the work is substantially complete but the contractor is waiting for PECO to schedule the shutdown to make the final connections.

SCADA Design – Ms. Nedrick stated that on June 14th HPI went to all the sites to take measurements to design the system.

Penns Place PS Upgrade – Ms. Nedrick stated that this project has been put on hold until next year.

2018 Water Main Lining Project – Ms. Nedrick stated that the project will begin on Blough and will last at least 3 months. Ms. Nedrick is requesting payment for the June invoice in the amount of \$5,220.92 for the handicap ramps.

Mr. Beier made a motion to pay the June invoice in the amount of \$5,220.92 for the handicap ramps. Mr. Binney seconded the motion.

Poll of the Board:

Mr. Binney Yes

Mr. Beier Yes

Mr. Goodwin Yes

Mr. Rosso Yes

Motion Carried 4-0.

2018 I/I Project – Ms. Nedrick stated that the pre-construction meeting was held on June 5th and work will begin the first week of July.

Water Meter Testing Replacement Project – Ms. Nedrick stated she is not requesting payment at this time. She is waiting on the resolution of the claim for 229 Suffolk Road.

Valley View PS Improvement – Ms. Nedrick stated that at last month's Board meeting the project was recommended for award. She said she will let the Board know once she has the start date.

Executive Director's Report –

Mr. Hartman referenced his written report and explained he would only cover a few of the report items verbally:

Building Security – Mr. Hartman reported that work to enhance the office building and parking lot illumination has been completed. Vice Chair Goodwin indicated he was quite pleased with the enhanced lighting and mentioned he had acknowledged his approval of the improvement in writing.

Records Retention and Backup – Mr. Hartman reported the office had taken the next step in exploring the electronic integration and backup of its working records. He told the Board, he had allowed KDI Office Technology, the Falls Township files scanning and data integration contractor, to remove for

scanning one drawer of working files. Mr. Hartman said once scanning is completed, the electronic information will be uploaded to the office computers and will be available to office staff without accessing the paper files. He said KDI will demonstrate for staff how to access the information on their computers. Mr. Hartman added that if the Authority decides to scan and upload all its working files there are financial benefits to using KDI because the Authority can take advantage of the Township's investment in the KDI Technology and limit licensing fees.

Work Zone Safety and Flagging Training – Mr. Hartman reported that all employees who had not received work zone safety and flagging training have now been trained and certified. The Board responded positively and Mr. Beier encouraged the continuation of safety training and safe operating practices.

Mr. Ryba stated that spring flushing is finished and they are currently finishing the prep work for the lining project.

Mr. Binney had some questions for Ms. Nedrick regarding the way the Authority is billed for their services. He questioned the charges for an inspector on the Lower Morrisville road project with regards to the amount of hours the Authority was billed compared to the time stamp on the Ezpass receipt. He has requested Ms. Nedrick look into this further. Mr. Binney stated he would like to have each bill attached to the project it pertains too instead of just under general billing. Mr. Rosso stated that he would like Ms. Nedrick to have the title of the job listed on each bill. Mr. Rosso is also requesting that Mr. Hartman have someone go back and check the bills further. Mr. Binney also asked why the Authority is receiving bills from as far back as October.

Mr. Beier asked what the expenses were for truck 319. Mr. Ryba explained they were incurred as the result of an accident in the office parking lot while a staff member was plowing the parking lot during a snow storm and the truck backed up into the building. He added that no one was hurt.

Review of the Bill List – Mr. Beier made a motion to approve the bills in the amount of \$597,034.73. Mr. Binney seconded the motion.

Poll of the Board:

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

Motion Carried 4-0.

Board Comment –

Mr. Beier – Mr. Beier offered his condolences to the Zanine family. Mr. Beier stated that he is happy to hear we are on top of the flagger training.

Mr. Binney – Mr. Binney offered his condolences to the Zanine family.

Mr. Goodwin – Mr. Goodwin offered his condolences to the Zanine family. Mr. Goodwin stated that the Board should be notified when there is an accident. He also is pleased with the job done on the exterior lights. He feels it makes a big difference.

Mr. Rosso – No comment

Mike Nye from the Bristol Township Environmental Advisory Council came in to discuss the gabion wall near the Queen Anne Interceptor which he feels is being compromised and should be looked into. Ms. Nedrick stated she would look into this.

Adjournment – Mr. Rosso made the motion to adjourn the meeting at 7:53 p.m. Next meeting will be held on Wednesday, July 25, 2018 at 7:00 p.m. The Board was unanimously in favor.

