

TOWNSHIP OF FALLS AUTHORITY

REGULAR MEETING

March 27, 2019

The regular monthly meeting of the Township of Falls Authority Board of Directors was held on Wednesday, March 27, 2019, 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 via phone, James Goodwin, Vice Chairperson was present, Brian Binney, Secretary and William Beier, Treasurer were present. Thomas Miles, Assistant Secretary/Treasurer was present. Mike Levin, Authority Solicitor was present, Vanessa Nedrick, Authority Engineer, present, 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. Levin reported that Executive Session consisted of financial and personnel matters.

Approve Meeting Minutes for February 27, 2019 Meeting – Mr. Beier made a motion to approve February 27, 2019 meeting minutes. Mr. Binney 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 – No comment

Solicitor's Report – Mr. Levin stated that Mr. Hartman reached out to him regarding ADA accessibility requirements for the TOFA website. He reported there are no mandated ADA requirements for government websites, but that the trend is to make websites more accessible to disabled users.

Mr. Levin is requesting approval of the water and sewer agreement with the new Patient First on Lincoln Highway.

Mr. Beier made a motion to approve the water and sewer agreement for Patient First on Lincoln Highway. Mr. Miles seconded the motion.

Poll of the Board:

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| Mr. Miles | Yes |
| Mr. Binney | Yes |

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

Motion Carried 5-0

Engineer's Report -

SCADA Design - Ms. Nedrick stated that HPI SCADA project is complete and she is requesting to pay HPI the final payment of \$11,689.67.

Mr. Binney made a motion to pay the final payment to HPI in the amount of \$11,689.67. 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

Penn's Place PS Upgrade - Ms. Nedrick stated that bid openings will take place on April 17th at 10:00 a.m. She should have more information at the April Board meeting.

Tyburn Road Pump Station Bypass – Ms. Nedrick stated that bid openings will take place on April 17th at 10:30 a.m.

Fallsington Interconnection - Ms. Nedrick stated that she and the TOFA staff met with LBCJM on March 12th and they reviewed what they will install and what TOFA and LBCJM we will be responsible for. She noted that she presented the Board with an estimate. Ms. Nedrick is requesting approval from the Board for the work to be done by the Lower Bucks contractor in the amount of \$90,590.00.

Mr. Beier made a motion to approve the project and to have the work completed by the Lower Bucks contractor. Mr. Binney 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

Cabot Diesel Study – Ms. Nedrick stated that the study is complete. She noted that there is one study she would like to begin with however she would like to review with Mr. Ryba.

Hedley Sewage Pump Station Generator and Fence Project – Ms. Nedrick

stated that the design should be completed by the end of the month. She added that a gas generator is possible. She would just need to discuss with PECO to find out the fees to tap into the gas line. Mr. Ryba stated he would prefer diesel if pricing wasn't too much more cost wise.

Modeling of Water System – Ms. Nedrick presented the results to the Board. Ms. Nedrick stated she will discuss it with Mr. Ryba and it will be a continuous project.

Nottingham Village I/I – Ms. Nedrick stated that there was a bid opening yesterday. She noted that the lowest bid was SAK Construction at \$227,100.00. She is requesting the Board approve the Notice of Intent to Award to SAK Construction.

Mr. Binney made a motion to approve the Notice of Intent to Award to SAK Construction. 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. Binney stated he knows that letters were sent out regarding the

BOD/TSS Study to various commercial establishments and he asked about the next step. Ms. Nedrick stated that information has been sent back from the businesses. She said the good news is that most businesses have grease traps and the others are working on it. She noted that during the last I/I project the BOD/TSS results came back high but have since been reduced as the grease has moved through.

Mr. Binney asked about the results of Charles Bohem school area sewer lines televised inspection. Ms. Nedrick stated that the lines were flowing full so Mobile Dredging went back and their impression is that it is not TOFA's main size, rather the problem is I/I within the Lower Makefield sewer system.

Executive Director's Report -

Center Space Rehabilitation - Mr. Hartman reported that the sprinkler system modifications were completed for under \$2,000 and that the work had passed the Fire Marshal's inspection. He added that staff had completed the necessary wall board erection in accordance with the fire code and had filled the gaps between the walls and ceiling with fire retardant foam. Mr. Hartman advised the Board that the fume exhaust system installation was nearly completed and that inspection of the work and staff training on its operation would be conducted.

The Board unanimously approved Mr. Hartman's request to authorize the Engineer to prepare an engineering proposal for lighting and electrical upgrades to the center space.

Loan Balance Transfer - Mr. Hartman advised the Board the loan balance

of \$472,285.17 was successfully transferred, per the previously approved Board requisition, from Phoenixville Federal Bank & Trust to the Authority's Trustee, U.S. Bank, thereby avoiding the loss of that money's availability to the Authority upon the loan's May 4, 2019, expiration.

Website Redesign – Mr. Hartman advised the Board that he had received four (4) proposals from firms seeking to redesign the Authority's website in response to his solicitation. He noted that following contact with all of the firms, three firms were still interested in the Authority's business. He requested and the Board unanimously approved authorization for staff to enter into an agreement with a firm to design and maintain a new Authority website for cost not to exceed \$8,000 plus maintenance fees.

Pennsylvania Municipal League Training – Mr. Hartman informed the Board that Operations Manager John Ryba and he had attended a Pennsylvania Municipal League conference the previous week where the importance of regularly updated and carefully considered employee handbooks was stressed. He requested and the Board unanimously authorized him to solicit a proposal from labor counsel for the review and revision of the Authority's employee handbook.

Mr. Binney asked about the New Falls Pump #2 that is listed at \$10,000.00. Mr. Ryba stated it was a capital improvement of a new valve last year.

Mr. Binney asked about the PECO bills being so high. Ms. O'Neill stated that the bills kept crossing in the mail but they are now caught up.

Mr. Binney asked Ms. Nedrick why there are still bills from August of last year.

Ms. Nedrick stated that these bills have yet to be paid because there were questions on them.

Mr. Binney asked about 999 West Trenton and their escrow. Ms. Nedrick stated that they asked RVE to do a design for their connection and they needed to replenish their escrow. She also stated that she and Ms. Oneill reached out to a few of the escrow accounts to get them cleaned up.

Bills for Payment – Mr. Beier made a motion to pay the bills in the amount of \$739,366.41. Mr. Goodwin 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

Board Comment –

Mr. Miles – No comment

Mr. Beier – Mr. Beier thanked everyone for their efforts. He stated it is a pleasure to serve on this Board.

Mr. Binney – No comment

Mr. Goodwin – No comment

Mr. Rosso – No comment

Adjournment – Mr. Goodwin made the motion to adjourn the meeting at 7:45pm. p.m. Next meeting will be held on Wednesday, April 24, 2019 at 7:00 p.m. The Board was unanimously in favor.

