

TOWNSHIP OF FALLS AUTHORITY

REGULAR MEETING

September 28, 2016

The regular monthly meeting of the Township of Falls Authority Board of Directors was held on Wednesday, September 28, 2016, in the Board Room at 557 Lincoln Highway, Fairless Hills, PA, at 7:15 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 was absent. Edward Zanine, Authority Solicitor, Vanessa Nedrick, Authority Engineer, Timothy Hartman, Executive Director, John Ryba, Operations Manager, Eddi Miller, Business 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 and litigation matters.

Approve Meeting Minutes for August 24, 2016 – Mr. Beier made a motion to approve the August 24, 2016 minutes. Mr. Binney seconded the motion.

Poll of the Board:

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

Motion Carried 4-0.

Public Comment – No one signed up for Public Comment.

Solicitor's Report – Mr. Zanine discussed the Neshaminy Interceptor Supplemental Agreement with Bucks County Water and Sewer Authority (BCWSA). A meeting with the Representatives of Falls Township will be held on Monday, October 3, 2016 to develop a new version of the agreement. Staff has not received a copy of a revised Agreement yet from BCWSA to review but are working towards coming up with a fair agreement.

Engineer's Report –

New Falls Pilot Program - Ms. Nedrick discussed the potential areas for the next water lining project based on iron levels. Ms. Nedrick recommended that the Operations Manager re-sample iron levels in the system to determine if there is any change as a result of the pilot project. She will report back with her recommendation shortly. Mr. Binney asked when the pilot program would become permanent. Ms. Nedrick stated that the DEP granted an extension until October 15, 2016. By this date she will need to report back to DEP on whether or not the pilot was successful and whether or not to make it permanent.

2016 Water Main Cleaning and Lining Project – Ms. Nedrick reported that the lining project is going smoothly with the exception of the paving subcontractor. Ms. Nedrick has scheduled a meeting for next Wednesday, October 5, 2016 at 2:30pm to discuss the progress.

Ms. Nedrick stated that there is a negative change order for a deduction of \$6618.35 for lower water main lining footage than was projected.

Mr. Rosso made a motion to approve the negative change order in the amount of \$6618.35. Mr. Beier seconded the motion

Poll the Board:

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

Ms. Nedrick recommended payment #3 in the amount of \$155,802.02 with a retainage of \$15,985.23. Mr. Binney asked for the status of the handicap ramps. He stated that \$11,000.00 for 6 handicap ramps seems high. Ms. Nedrick responded that the \$11,000.00 is for the surveying and design associated with the ramps. She stated the handicap ramp design was submitted to Township Engineer and, as a result RVB needed to redesign the ramps to make them larger. Mr. Goodwin asked how many more payments would be made to the lining contractor. Ms. Nedrick stated one more payment before retainage would be released.

Mr. Beier made motion to approve Payment #3 in the amount of \$155,802.02 with a retainage of \$15,985.23. Mr. Goodwin seconded the motion.

Poll of the Board:

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

Motion Carried 3-1

In connection with the J. Fletcher Creamer payment Mr. Hartman advised the Board that requisitions from Phoenixville Federal Bank and Trust and the loan Trustee, Univest Bank and Trust would be necessary for the release of loan funds to make the payment. He requested that the Board approve two requisitions to these banks in the amount of \$155,802.02.

Mr. Binney made motion to approve. Mr. Beier seconded the motion.

Poll of the Board:

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

Motion Carried 4-0

Austin Tank Evaluation/Cabot Diesel Standpipe Evaluation – Ms. Nedrick stated that she and Mr. Hartman reached out to Southern Corrosion for a proposed modification to the existing maintenance agreement.

TOFA Building Center Space Fit Out – Ms. Nedrick stated that RVB is modifying the layout based on TOFA staff feedback. With the purchase of the new equipment it is going to require modifications to the wall. Mr. Rosso recommended doing the renovations in stages to spread out the costs.

Portable Pump - Ms. Nedrick stated that the Board awarded the bid to Sander Power Equipment Company at the August 24<sup>th</sup> Board meeting and requested the Board execute the purchase contract with Sander Power Equipment.

Grant Update - Ms. Nedrick stated she is developing two grant applications for TOFA. The first one is for water improvements and the second is for sewer improvements. Ms. Nedrick requested the Board adopt the water grant application submission resolution for the amount of \$415,261.55.

Mr. Beier made a motion to adopt the resolution. Mr. Binney seconded the motion.

Poll of the Board:

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

Motion Carried 4-0

Ms. Nedrick recommended that the Board adopt a second resolution for the sewer grant application in the amount of \$377,002.20.

Mr. Beier made a motion to adopt the sewer resolution. Mr. Rosso seconded the motion.

Poll of the Board:

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

Motion Carried 4-0

Ms. Nedrick also informed the Board that there is a \$100.00 fee for each grant.

Executive Director's Report -

Settlement Agreement with Bucks County Water and Sewer Authority Re Surcharges - Mr. Hartman reported that the BCWSA Board had approved the settlement and that the TOFA Business Manager Edna Miller had made preparations to open the agreed upon \$50,000 escrow account with the First National Bank and Trust Company of Newtown.

2016 Budget Amendment - Mr. Hartman presented a 2016 budget amendment for Board approval to include major unanticipated and unbudgeted expenditures like the purchase of the back hoe/loader earlier in the year.

Mr. Beier made a motion to approve the 2016 amended budget. Mr. Goodwin seconded the motion.

Poll of the Board:

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

Motion Carried 4-0

Proposed 2017 Budget – Mr. Hartman referred to the latest proposed 2017 budget which had been provided to the Board prior to the meeting. He stated that the proposed budget had been reformatted per the Board’s wishes and that he had received feedback from the Board on particular budget items. Mr. Hartman said he would incorporate the Board’s comments in budget alternatives that he would provide to the Board in the near future.

Sewer Main Televising – Mr. Hartman reported that he had communicated the Board-approved offer of \$35,000 to Bristol Township for its 2010 Mercedes Sprinter and that the offer had been acknowledged but not yet fully considered. Mr. Hartman added that no funds for sewer main televising equipment or a dedicated vehicle had been included in the proposed 2017 budget.

Summer Hire Program – Mr. Hartman informed the Board that the 2016 Summer Hire Program had concluded resulting in the much improved appearance of many of TOFA’s stations. He credited TOFA employee John Palmer for his energy, organizational skills and leadership in making the program the success it was.

TOFA Accident – Mr. Hartman reported that TOFA had received an initial check from its insurance company to repair the obvious damage sustained by vehicle # 316. He said a more extensive examination by the body shop could uncover additional damage that could trigger an additional payment from the insurance company. He told the Board that as a result of the accident, he has written a memo to all employees

urging safety vigilance and adherence to safety policies and traffic laws. Mr. Hartman also related that he is requiring all employees who operate TOFA vehicles to take an online defensive driving course offered through the Delaware Valley Insurance Trust and that driver safety videos will be obtained for viewing during safety meetings.

Reserve Fund Account Establishment – Mr. Hartman Reported on the growth of TOFA's excess revenues and suggested the Board consider establishing a reserve fund account. The Board authorized staff to establish a reserve fund account and to use its discretion in determining the initial deposit amount.

Five-Year Arbitrage Rebate Calculation and Report – Mr. Hartman reported that the Board-approved five-year Arbitrage Rebate Calculation had been completed by Arbitrage Rebate Counselors for the agreed upon price of \$2,000 and that the report concluded that TOFA did not incur arbitrage liability during the first five years of the 2011 bond issue and therefore did not owe anything to the IRS and did not have to file a report with the IRS.

Mr. Goodwin asked how long truck 316 will be out of service. Mr. Hartman said he was unsure. Mr. Goodwin asked if all of the other trucks are up and running. He asked if John Palmer's truck has heat and air conditioning. Mr. Ryba stated that the blower was just replaced for heating and defrosting. Mr. Goodwin stated that there are two older trucks for backup and we need to make sure they are running properly. Mr. Rosso asked how much a smaller truck would cost. Mr. Rosso would like Mr. Ryba to develop a plan for truck replacement. He added that all the trucks need to be safe and operational. At the next meeting Mr. Rosso would like a report on meeting the vehicle replacement schedule.

Mr. Hartman asked the Board how customers on the lining project streets should be charged for water usage during the project. Mr. Hartman stated from the staff's



perspective that TOFA should be paid for the water and service that was provided during the project. Mr. Binney disagreed because at one of the public meetings it was stated customers wouldn't be charged for the water during the project. Mr. Binney stated that TOFA should charge the service fee for the project bypass period and whatever water usage was actually metered before and after.

All were in favor.

Review of Bill List – Mr. Beier made a motion to approve the bill list for August 24, 2016, in the amount \$547,051.93. Mr. Binney seconded the motion.

Poll of the Board:

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

Motion Carried 4-0.

Board Comment –

Mr. Binney expressed satisfaction that the Lower Morrisville water main break came in as low as it did.

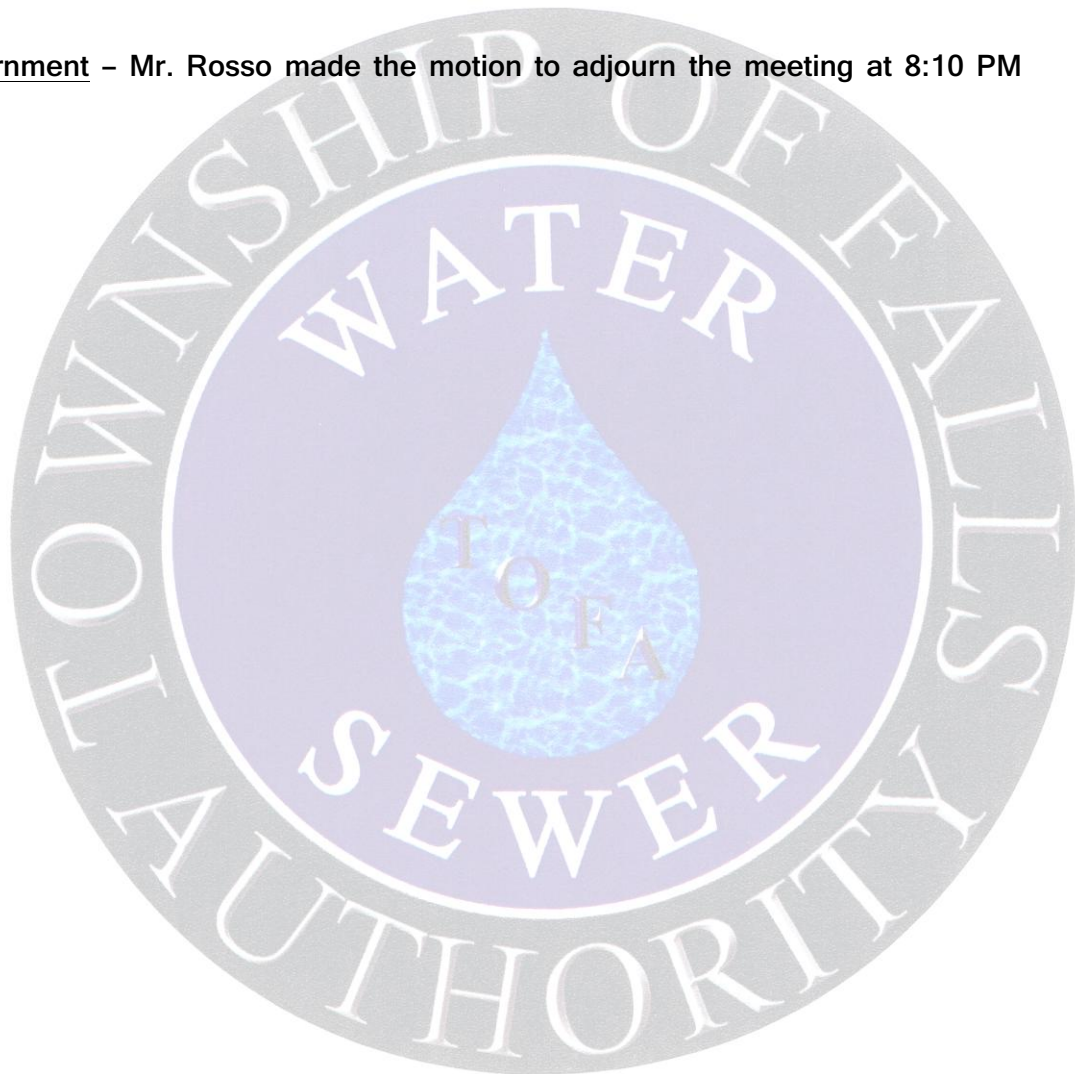
Mr. Beier expressed concern over water quality problems being reported in other Bucks County communities and asked if TOFA tests its water for these contaminants. Mr. Ryba stated TOFA's water supplier, Lower Bucks County Joint Municipal Authority tests for many more elements and compounds than what is required of TOFA. Mr. Beier stated he wants TOFA to avoid any issues beforehand. Mr. Rosso stated TOFA to

increase sampling parameters and frequency. He recommended developing a plan with RVB to increase testing. Mr. Beier also thanked everyone for their efforts.

Mr. Goodwin no comment

Mr. Rosso no comment

Adjournment – Mr. Rosso made the motion to adjourn the meeting at 8:10 PM



# Township of Falls Authority

## Executive Director's Report

### September 28, 2016

(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.

**Another 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.**

#### 2. LOWER BUCKS COUNTY JOINT MUNICIPAL AUTHORITY

TOFA staff and Engineer met with Lower Bucks County Joint Municipal Authority (LBCJMA) Executive Director Vijay Rajput on April 12. Although Dr. Rajput believes the LBCJMA can accept an additional 500,000 gallons per day of flow from TOFA, he does not want to receive it directly from the Neshaminy interceptor out of concern for LBCJMA plant upsetments primarily due to grease. Instead, he would prefer that the TOFA flow be directed to LBCJMA from residential neighborhoods. Also, initially, Dr. Rajput would like to receive additional TOFA flows on a trial basis. More on this topic will be contained in the Engineers Flow Diversion Study.

A meeting was held between LBCJMA and TOFA staff on Thursday, June 25, to discuss Flow diversion among other topics. The LBCJMA Executive Director would still prefer that diverted flows come from residential neighborhoods and maintained that the rates could not be lower for TOFA than those charged to BCWSA who also uses the sewage conveyance system as well as the treatment plant. We did discuss the reopening of the diversion chamber for use on an emergency basis by both LBCJMA and TOFA. The LBCJMA would like to continue its review of the Engineer's Diversion Study and get back to TOFA. A follow-up meeting with LBCJMA will be requested to begin work on new agreements and possibly flow diversion.

**A meeting with LBCJMA is also being scheduled to discuss a second Vermillion Hills interconnection to create a loop and eliminate a LBCJMA deadend and improve water appearance for both LBCJMA and TOFA. .**

### 3. PERSONNEL MATTERS

The summer employment program has concluded.

The TOFA Board has decided to continue the Personal Choice PPO Gold plan with the HSA card.

**The TOFA response to a motor vehicle accident involving TOFA vehicle and two TOFA employees needs to be discussed. The details of the accident were reported in a separate memo to the Board.**

### 4. WATER QUALITY INVESTIGATIONS

- a. The Operations Manager and Executive Director have reached out to Don Detweiler of the PADEP to ascertain the consequences of the NOV for Iron exceedances. We were told that the consequences depend on the results of the water main lining project and the anti-corrosive boosting project. Don has asked for residential sampling results since January 12. TOFA will, of course, comply.
- b. As soon as the signed contracts are received from J. Fletcher Creamer and Sons for the water main lining project, a public meeting will be arranged to inform customers of the project scope and schedule and what they can expect. A pre-construction meeting with the contractor was held on May 6 and a public information meeting was held on the evening of May 19. The contractor, J. Fletcher Creamer & Son (JFC) has mobilized and has positioned equipment and materials in the TOFA parking lot. JFC has also begun to mark pits and to lay out the temporary water supply lines. Some customers in the project area are now on the temporary water supply with water main cleaning and lining about to get underway. **The water main lining project is substantially completed and all the affected customers have been reconnected.**
- c. The Operations Manager will update the Board on the most recent actions in response to the PADEP NOV stemming from reported 4<sup>th</sup> quarter 2015 sample results. The Engineer has also provided a report on actions to be taken to mitigate water quality issues associated with the violation. The required Public Notice was mailed to every TOFA water customer resulted in very few phone calls. These were expertly handled by John Ryba. A meeting with PADEP in Norristown to discuss drinking water quality issues **was convened on July 28**. The TOFA Engineer, Operations Manager and Executive Director met with the PADEP as planned resulting in guidance for a TOFA mitigation plan which has been developed and provided to PADEP.

### 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

Surcharge Lawsuit – The TOFA Executive Director met with the BCWSA management on December 9 at its invitation where a settlement to the surcharge lawsuit was discussed involving a joint effort by BCWSA and TOFA to reduce biological oxygen demand (BOD) and total suspended solids (TSS) in the TOFA sewage flow. The BCWSA Board has informally approved the settlement and its Solicitor has drafted a settlement agreement for TOFA review. The TOFA Board has authorized the Solicitor and Executive Director to continue working toward a settlement agreement with certain protective clarifications made to the BCWSA draft agreement. The Solicitor, Engineer and Executive Director are working on a response to the most recent BCWSA changes. A negotiated settlement agreement will be presented to the TOFA Board for execution on August 24<sup>th</sup>. **The settlement agreement has been executed by both TOFA and BCWSA and the \$50,000.00 escrow account with access procedures is being established.**

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.

Mandated Agreement with BCWSA (Mid-January, 2016 deadline) – With input from the Authority Engineer, the Authority Solicitor has developed a draft agreement for TOFA and Falls Township. Per the August 18, 2015, meeting with Falls Township representatives, the TOFA Solicitor will request comments on the draft from Falls Township before submitting the draft to BCWSA for review. The October 1 deadline was not met. No comments on the draft have been forthcoming from Falls Township. A new deadline of January 15, 2016, was set by the PADEP for execution of the agreement. No agreement has yet been signed and forwarded by either TOFA or Falls Township.

A technical meeting was held on November 12 at the PADEP Southeast Regional Office to discuss BCWSA's recent revision to its Neshaminy Interceptor Evaluation. The TOFA Engineer and Executive director attended this meeting where additional comments were received by BCWSA. TOFA staff had requested that Falls Township also participate in the meeting. The TOFA Executive Director and Engineer attended another technical session convened by the PADEP at the BCWSA office on December 14. At that meeting, the PADEP Regional Manager made it clear that 2016 connections would be withheld from any municipality that was not making significant progress by mid-January toward executing a supplemental agreement with BCWSA. Following the meeting, PADEP indicated it would support removing Falls Township as a signatory to the supplemental agreement. An amended agreement has not been sent to TOFA.

BCWSA and PADEP are not releasing TOFA's 2016 connections. PADEP has offered to act as intermediary between TOFA and BCWSA to resolve outstanding issues. Other municipalities have taken PADEP on this offer. Results are pending. TOFA has accepted a PADEP offer to facilitate an agreement with BCWSA. A general meeting among PADEP, BCWSA and the tributary organizations is scheduled for September 8. **The meeting occurred as scheduled. Meetings among Falls Township, TOFA, BCWSA and PADEP are anticipated.**

#### **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.

## **8. TOFA BUILDING SPACE RENTAL**

The Board has approved a one-year listing agreement with Heritage Homes Realty and its broker Dick Trimble to lease approximately 2,500 sq. ft. of its building at 557 Lincoln Highway. Mr. Trimble has recommended that a fire wall be constructed to separate the lease space from TOFA operations and that other, mostly cosmetic, improvements be made. To that end, five quotes were obtained from area contractors.

A Falls Township permit will be required to build the non-load-bearing wall segregating the rental space. The TOFA Engineer has been tasked with developing the permit application and estimating the cost to determine whether the work to construct the wall needs to be bid. To the end engineering staff visited the TOFA office on March 30 along with a Falls Township code official. A cost estimate and bid determination will be forthcoming from the TOFA Engineer. The Board has directed staff to assess its space needs to see if the center space could be used to satisfy those needs. The Operations Manager, Foreman and Executive Director have met and determined that the center space could be put to use for workshops, storage, a kitchen and possibly the expansion/relocation of the operations staff locker room and an office for the Foreman. Heritage Homes Realty continues to solicit the center space for rental.

Heritage Homes Realty has been released from its agreement. RVB is drafting a space utilization plan.

**RVB has presented a draft plan to TOFA staff which has provided comments.**

## **9. WATER STORAGE TANK MAINTENANCE**

A separate report and recommendation on water storage tank maintenance has been prepared and submitted to the TOFA Board of Directors. Essentially the report recommends bidding out the minor repairs identified by the TOFA Engineer for the Austin and Cabot tanks along with the comprehensive work on the Collingswood tank identified in the 2015 assessment performed by Southern Corrosion, Inc.

The Board has directed the Engineer to solicit quotes for the water tank management/maintenance contract with annual payments.

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

## **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 – After consultation with the TOFA Engineer, I understand that the Aria Health physical therapy operation resulting from the Auto Zone subdivision will likely require the purchase one additional water and sewer EDU. 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. In early spring 2016, TOFA will have one year's worth of data from the new complex water meter. At that time, the data will be evaluated and the need for additional tapping fees determined.

## **11. DEVELOPER AGREEMENT REVISION**

The TOFA Solicitor has circulated a revised Developers Agreement for comment. Comments have been provided by the Authority Engineer and Executive Director. Staff will present these changes to the Board for approval at a future Board meeting. The mechanism for maintaining sufficient escrow funds should be revisited.

## **12. TOFA RULES AND REGULATIONS UPDATE AND CONSOLIDATION**

The plan for this assignment 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. This task will be undertaken in 2016. The Executive director will coordinate this effort with management and consulting staff.

## **13. CONTRACTOR SERVICES AGREEMENT – BCWSA**

The three-year discretionary Contractor Services Agreement between TOFA and the BCWSA has been executed. BCWSA has recently successfully completed a very sensitive fire hydrant and valve project on Cabot Blvd. under budget. BCWSA has also replaced two fire hydrants on Beaumont Rd. in support of the two water main cleaning pilots and has excavated the pit for the December 9-10 Hyper-Flush pilot. On Saturday, December 12, 2015, a BCWSA crew replaced a leaking valve at Queen Anne Blvd. and Warwick Rd. and, since then, has also responded to assistance on water main leaks TOFA expects to continue to exercise the agreement through 2016. BCWSA continues to support the TOFA staff in preparation for the water main lining project by excavating and repairing faulty curb boxes identified by TOFA staff. Staff has requested that BCWSA describe its evening, weekend and holiday response capabilities and reconfirm or update its rates. **This information has been received. In most instances the BCWSA emergency response mobilization is under two hours.**

## **14. SAFETY**

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

- 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.**

- **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.**

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. 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.

#### **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. We will assess the savings later this summer after a full year.

#### **17. WIRELESS INFRASTRUCTURE LEASES**

Towerpoint – Staff has begun discussions with another cell antenna lease company and is developing information so that Towerpoint can submit proposal options.

Crown castle - The staff and Board have provided comments on Crown Castle's initial valuation and lease purchase proposal options. Crown Castle had asked for additional information to develop a revised valuation and proposal. Staff has provided that information and a new valuation proposal has been received and is under review.

At the November 18 Board meeting, staff recommended not to contract with either company, and especially not for the monthly payment options.

In March of this year, Towerpoint advised that cellular service carriers were contacting tower space lessors attempting to lower lease payments by threatening to remove equipment. This was confirmed by contacts at Aqua America. Aqua has opted not to respond to these pressure tactics and reports that cellular companies have, as of yet, not removed any equipment because of Aqua's refusal to lower lease payments.

#### **18. 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 will provide the data. The Board approved a 20-meter ultrasonic technology pilot. The meters have been received and will be installed in customer homes in the September-October, 2016 timeframe. **The installation of the ultrasonic meters is underway.**

## **19. CAPITAL EQUIPMENT**

Backhoe/Loader– The Operations Manager and/or the Executive Director have visited four backhoe dealerships representing Kubota, JCB and CAT and Case manufacturers. All offer similar size models of varying quality and applicability through the PA COSTARS buying program with prices ranging from \$67,000 to \$92,000. John Ryba and I believe the JCB 3 CX compact backhoe at \$77,400 best meets TOFA's needs. Already this year TOFA has paid out nearly \$35,000 for emergency repairs it could have performed itself. With Board approval, the JCB 3CX compact backhoe has been purchased, staff training conducted and the backhoe is in use. **Many curbstops have been repaired using the new backhoe.**

Portable Pump – The Gorman Rupp 4 inch diesel portable pump introduced to the Board previously via email is not available through COSTARS and will need to be bid. We have a price from Sander Power that discounts the recent seasonal TOFA rental fees. Sander will also provide pricing for the required hosing, floats, connections, etc. Based on Sander's pricing, staff expects the pump et al to cost less than \$40,000. TOFA has budgeted \$50,000 in the 2016 budget for this capital item. The Board has directed the Engineer to bid out the pump.

Sanders Power Equipment submitted the apparent low bid of \$36,247.00. The Board approved the purchase of the pump. **The pump has been delivered and setup training has been conducted.**

Camera Truck and Equipment - Bristol Township has indicated it will consider \$100,000 offer for its 5 ½ year-old truck and camera equipment. At a minimum, it would cost TOFA an additional \$30,000 for the software license and repairs.

Golden Equipment and Aries Industries visited the TOFA office together to demonstrate their state-of-the-art equipment and software. They will provide TOFA with three configuration quotes: 1) using the Bristol Township truck as the platform, 2) using a Ford Transit purchased by TOFA, 3) using an existing Golden demonstration truck. **Staff also witnessed a demonstration of a more basic portable system costing under \$60,000.00. The Board authorized staff to offer Bristol Township \$35,000.00 for its camera truck. The offer was made and acknowledged.**

# TOWNSHIP OF FALLS AUTHORITY

## Engineering Status September 28, 2016

### 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. **DEP extended Pilot Study until October 15, 2016. RVB and Staff are awaiting final test results.**
- 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. Contractor is performing restoration work on site. Recommend payment of Change Order # 2 in the amount of (\$6,618.35) and Certificate #3 in the amount of \$155,802.02. RVB is working with Falls Township engineer on obtaining approval for the replacement of ADA ramps disturbed by access pits.**
- 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.**

- 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.**
- 5) **Portable Pump Spec:** Board directed RVB to bid out a portable pump for the Nottingham Pump Station. On July 5th, RVB opened three (3) bids: Sander Power Equipment, Xylem Dewatering Solutions, and Gayle Corporation. The apparent low bidder was Sander Power Equipment in the amount of \$36,247.00. **Board awarded contract to Sander Power Equipment for \$36,247.00 on August 26, 2016. Contracts are ready for Authority signature and execution.**
- 6) **PA Small Water and Sewer Grant Program:** Starting August 1st through October 31st, the State is accepting applications for the PA Small Water and Sewer Grant Program. Projects which have a total project cost of not less than \$30,000 and not more than \$500,000 and involve the construction, improvement, expansion, repair or rehabilitation of a water supply or sanitary sewer system which is owned and maintained by a municipality or municipal authority. An eligible project also includes consolidation or regionalization of two or more water supply systems or sanitary systems which are managed or operated as an integrated system regardless of whether the system is physically connected. A 15 percent cash match of the total project cost is required. RVB is working on the design of the immediate water improvements and sewer improvements. RVB is drafting two separate grant applications: one for the water improvements in the amount of \$456,260.00 and one for the sewer improvements in the amount of \$443,532.00. **RVB requests two checks in the amount of \$100 each payable to the Commonwealth Financing Authority for the application fee for each grant. RVB recommends the Board pass the resolutions presented by the Solicitor for each grant application.**

**Old Business:**

- 1) **Falls Township Act 537 Plan:** 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.**

