

TOWNSHIP OF FALLS AUTHORITY
REGULAR MEETING
July 29, 2020

The regular monthly meeting of the Township of Falls Authority Board of Directors was held via a conference call due to the Covid-19 pandemic on Wednesday, July 29, 2020 at 7:07 P.M.

Salute to the Flag

Roll Call – Anthony Rosso, Chairperson, James Goodwin, Vice Chairperson, Brian Binney, Secretary, William Beier, Treasurer, and Thomas Miles, Assistant Secretary/Treasurer, were present. Michael Levin, Authority Solicitor and James Bulicki, Authority Engineer, Vanessa Nedrick were present. Timothy Hartman, Executive Director, John Ryba, Operations Manager, Megan Parmer, Business Manager and Tammy McAnulty, Recording Secretary, were present.

Solicitor’s Report on the Executive Session – Mr. Levin reported that the Executive sessions consisted of ongoing projects as well as operational issues related to COVID-19. Mr. Levin also reported an Executive session was held via phone conference regarding operational issues and proto calls.

Approve Meeting Minutes for June 24, 2020 Meeting – Mr. Beier made a motion to approve the June 24, 2020 meeting minutes. 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

Public Comment – No public comment.

Solicitor's Report – Mr. Levin stated that there is a water/sewer agreement for KDC Agri Business which has been executed by the customer. He added the agreement does outline the tapping fees for the first year with the additional fees paid during the second year. Mr. Levin provided the signed copy which will now need to be executed by Mr. Rosso and Mr. Binney.

Engineer's Report –

Headley Sewage Pump Station – Mr. Bulicki requested Board approval for Payment Certificate #2 in the amount of \$7,906.50 to MJF Electric.

Mr. Beier made a motion to approve Payment Certificate #2 in the amount of \$7,906.50 to MJF Electric. 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

2019-2020 I/I Project – Mr. Bulicki reported that a pre-construction

meeting was held on July 21, 2020 and the contracts have been executed and the Notice to Proceed has been issued for July 27, 2020.

Executive Director's Report –

Continuing Operations During the Pandemic –

Administration – Mr. Hartman reported that the administrative office has resumed staffing during normal business hours (8:00 a.m. to 4:30 p.m.). He added that while the Drive-Thru window is open to customers, the lobby was still closed pending the installation of a transaction drawer similar to the Drive-Thru.

Field Operations – Mr. Hartman reported that he had met with union members and members of the safety committee and had developed a few additional protective measures for staff entering buildings. He added that management planned another meeting with field staff before assigning in-building duties.

2019 Audit – Mr. Hartman reported that the Trustee, U.S. Bank, advised that a notice to bondholders be prepared and sent advising that the 2019 Audit was not completed by June 30, 2020, due to delays caused by the COVID – 19 pandemic. He added that this was done as advised by the Trustee. Mr. Hartman requested that a Special meeting of the Board be scheduled for Wednesday evening, August 12, at 6:30 p.m. to review the Draft 2019 Audit with the Auditor and to consider accepting it as the Final 2019 Audit. It was the sense of the Board that the Special Meeting be scheduled as recommended.

2021 Budget – Mr. Hartman reported that the Board members could expect to receive the first draft of the 2021 Budget in advance of the August 26 Board meeting so that it could be discussed at that time.

Bills for Payment – Mr. Beier made a motion to pay the bills in the

amount of \$709,438.10. 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 – Mr. Miles reminded management to make sure the field staff is staying hydrated and noted that bees have been very active. He added that if anyone is allergic to bee stings an epi pen be on hand.

Mr. Binney – No comment.

Mr. Beier – Mr. Beier thanked everyone for their efforts during these difficult times.

Mr. Goodwin – No comment.

Mr. Rosso – No comment.

Adjournment – Mr. Rosso made the motion to adjourn the meeting at 7:19 p.m. He noted that the next meeting will be held on Wednesday, August 26, 2020 at 7:00 p.m. The Board was unanimously in favor.