

TOWNSHIP OF FALLS AUTHORITY
REGULAR MEETING
May 27, 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, May 27, 2020 at 7:15 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 potential legal matters. He stated that the Executive Session met via phone two weeks prior as well.

Approve Meeting Minutes for April 29, 2020 Meeting – Mr. Rosso made a motion to approve April 29, 2020 meeting minutes. Mr. Beier 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 – Mr. William Muzika of Isidore Construction expressed his desire to be paid for the work Isidore Construction had performed regarding the Fallsington Interconnect project. He asked the Board if the Authority was satisfied with Isidore’s response to the punch list.

Mr. Rosso responded that the Board is not happy with the quality of the work done. He said that he feels the way Moon Drive flows should be level with Falls Tullytown Road. He said the transition from Moon Drive to Fallsington-Tullytown Rd. should be smoother.

Mr. Miles shared a few concerns with the way the road appears to have been compacted. He expressed his concern with the way it may look in another two years.

Mr. Muzika stated that the roads were tied in the best they could considering how much lower Moon Drive was. He stated that the compaction and trench was back filled 100% and the road is subject to traffic. He stated that the existing condition was not the best to start with and they tried to minimize the impact to the opposite lane.

Mr. Binney agrees with the other Board members that the Moon Drive trench sits ¼” lower.

Mr. Muzika stated that in his experience the manhole is always lower and then they bring it back up after the road is paved. He said it provides for a better ride that way.

Mr. Miles stated that he heard that the roller broke down and a valve box

was broken.

Mr. Muzika stated the roller did break down but there was only one-half to one-quarter ton left and a whacker was used to seal the 10x12 area of Falls Tullytown Road and the roller was manually used to go over it.

Mr. Beach made note of areas where the asphalt seems to be crumbling near the service station as well as an issue with the manhole. Mr. Beach would like for himself, Ms. Nedrick and Mr. Muzika to meet at the site to review these concerns with the objective of closing out the project.

Mr. Rosso closed public comment.

Solicitor's Report – Mr. Levin stated that he has a water/sewer agreement for American Heritage located at 501 South Oxford Valley Road that requires no additional edu's. He is requesting Board approval on the agreement.

Mr. Rosso made a motion to approve the American Heritage water/sewer agreement. Mr. Beier 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

Engineer's Report –

2020 Inflow and Infiltration Project Rebid – Mr. Bulicki stated that RVE has broken the project into two smaller projects. He noted that the the grant award has been pushed to September 15. He is requesting direction from the Board as to whether they should advertise now for the bid opening or wait until closer to the grant award. Mr. Bulicki stated that the 2020 I/I work has been broken into the first project estimated at \$400,000 and the second project estimated at \$170,000.

Mr. Binney feels that we should move forward ASAP with the \$400,000 project since it was already in this years budget and hold off until closer to the state grant decision for the smaller one. Ms. Nedrick noted that if we go out to bid now for any of the projects that we have requested a grant for we will forfeit the grant if we move forward now. Mr. Binney would still likes us to spend money now towards the I/I work. Mr. Rosso stated that maybe we should move forward with the lower priority project for now.

Mr. Rosso made a motion to have RVE open bids prior to next month's meeting for the second priority project. Mr. Beier 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

Mr. Binney asked Ms. Nedrick if 38 Cabot is still over their water and sewer agreement allotment. Ms. Nedrick stated that KVK explained its lead person on the issue has been in India so she will continue to follow-up to ensure

the meter location and type changes are made. Mr. Ryba stated that the metered usage is high and backflow is evident due to the position of the meter and the meter type. Mr. Ryba will follow-up again.

Fallsington Interconnection – Ms. Nedrick requested the Board’s approval for Payment Certificate #5 to Isidore Construction in the amount of \$55,299.14.

Mr. Beier made a motion to pay Payment Certificate #5 in the amount of \$55,299.14 to Isidore Construction. 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

2017 I/I Project – Ms. Nedrick is recommending final payment for the 2017 I/I project Payment Certificate #6 in the amount of \$3628.82.

Mr. Beier made a motion to pay Payment Certificate #6 final payment in the amount of \$3628.82. 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

Executive Director's Report –

Capital Improvements Fund (CIF) Requisition - With Mr. Binney's endorsement, Mr. Hartman requested that the Board approve submission of a requisition to the Trustee Bank, U.S. Bank, to reimburse the Authority for its expenses in connection with the Fallsington Interconnect project. He noted that the current CIF balance is \$668,411.48 and current Fallsington Interconnect project expenses were calculated to be \$276,705.03 (before the Board's earlier approval of payment certification number #5).

Mr. Rosso made a motion seconded by Mr. Binney to authorize Mr. Hartman to submit a requisition to the Trustee Bank for reimbursement to the Authority for expenses associated with the Fallsington Interconnect project. The motion was unanimously approved.

Modified Authority Operations in Response to the Pandemic - Mr. Hartman advised the Board that no changes have been made to the Board approved modifications made to office and field operations in response to the pandemic. He added that Interim Falls Township Manager Matt Takita had advised him that Township administrative staff continue to work mostly remotely and that as office operations begin to return to a new normal public contact will be limited. In response to a comment from Mr. Binney recounting his own recent experience at the Township Building, Mr. Hartman replied that Mr. Takita had said some administrative staff were in the office briefly. It was the sense of the Board that no changes to the administrative and field operations modified routine be made at this time.

Furloughs - Mr. Hartman reported that one field employee had gone out

on furlough beginning on May 8 and that he expected that employee to be called back in June.

2019 Audit - Mr. Hartman reported that the Auditor would be in the office June 11th to meet with the accounting consultants and management staff to begin the 2019. Chairman Rosso advised that the meeting should take place only if all participants felt safe and only if all reasonable safety precautions are taken.

External Accounting Support - Mr. Hartman reported that the Authority has been without on-site external accounting support for approximately three months due to the pandemic but that Majors and Mastro would be back in the office on June 10th and 11th to review the books and reconcile accounts with the Business Manager.

2021 Budget - Mr. Hartman reported that he had provided guidance to the Operations Manager and Business Manager for the preparation of the 2021 budget and that he expects a scrutinization of each line of the budget.

Mr. Binney asked if there was a problem with one of the field trucks and Mr. Hartman commented that truck 317 had the door fall off and it was replaced with a black door that needed painting and the bumper was rusted out.

Bills for Payment – Mr. Beier made a motion to pay the bills in the amount of \$ 474,558.76. 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

Mr. Ryba stated that there had been a few field issues with the pump at Valleyview and it needed a new hoist. He also noted that the pump at Wheatsheaf was sent out for repair and the backup pump was put in. He also stated that Kappi will be out tomorrow for repair at Oxford Valley.

Mr. Ryba stated that the new trailer has been all set up by Charlie McAnulty and Chet DeMarchis and is ready to respond when needed. He noted that they did a really good job on the trailer.

Mr. Ryba said morale has been good with the field staff and everyone is staying busy and safe.

Board Comment

Mr. Miles – Mr. Miles noted that the heat is coming and management should make sure the staff is staying hydrated. He noted traffic is getting heavier again and staff should be reminded to be careful.

Mr. Binney – Mr. Binney asked about the status of Oxford Valley Station. Mr. Ryba stated that Bucks County Water and Sewer Authority (BCWSA) is set to install the bypass connection and enlarge the inflow pipe. Mr. Ryba is scheduled to speak with Mark Pizzo from BCWSA tomorrow to work out the details. He should have a date next week.

Mr. Binney reminded Mr. Hartman of the refinancing opportunity for the 2021 budget.

Mr. Binney commented that the calls to the office seem to only go to

Tammy or Rachel and it seems difficult to get someone else. Ms. Parmer responded that unfortunately the way the calls are routed they can only be forwarded to one cell phone and calls are not answered during the time the office staff leave the office until they reach their homes. The Board has directed Ms. Parmer to look into a better way to route the calls since this will continue possibly through the summer.

Mr. Beier – Mr. Beier thanked everyone for their time and efforts.

Mr. Goodwin – Mr. Goodwin stated to stay safe and stay the course.

Mr. Rosso – Mr. Rosso stated that since the field staff has limited use of the shop to have cases of water available for them. He also noted to Ms. Parmer and Mr. Ryba that the staff is doing a good job keeping things running.

Adjournment – Mr. Rosso made the motion to adjourn the meeting at 8:28 p.m. He noted that the next meeting will be held on Wednesday, June 24, 2020 at 7:00 p.m. The Board was unanimously in favor.