

TOWNSHIP OF FALLS AUTHORITY
REGULAR MEETING
September 22, 2021

The regular monthly meeting of the Township of Falls Authority Board of Directors was held on Wednesday, September 22, 2021 at 7:09 P.M.

Salute to the Flag

Roll Call – Anthony Rosso, Chairperson, James Goodwin, Vice Chairperson, Brian Binney, Secretary, and Thomas Miles, Assistant Secretary/Treasurer, were present. William Beier, Treasurer, participated via teleconference. Michael Levin, Authority Solicitor, was present. Vanessa Nedrick, Authority Engineer, was absent and James Bulicki, Authority Engineer, was 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 Executive Session consisted of various financial and administrative matters.

Approve Meeting Minutes for August 25, 2021 Meeting – Mr. Binney made a motion to approve the minutes for August 25, 2021. Mr. Goodwin 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 reported that he is still in negotiations with KVK Tech with regards to the tapping fees. He stated KVK provided a proposal however he is looking to provide them a counter proposal tomorrow. Mr. Levin noted that KVK Tech did provide the \$100,000 tapping fee down payment as promised. The sense of the Board is to calculate all fees including interest that is due and include that in the counter proposal. Mr. Levin said he is hoping to have everything wrapped up by next week.

Engineer's Report –

2021 Inflow and Infiltration Project – Mr. Bulicki recommended Board approval to Change Order #3 reducing the project amount by \$11.00 to Standard Pipe Services.

Mr. Rosso made a motion to approve Change Order #3 reducing the amount by \$11.00 to Standard Pipe Services. Mr. Goodwin seconded the motion.

Poll of the Board:

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

Motion Carried 5-0

Mr. Bulicki recommended Board approval for Payment Certificate #5 in the amount of \$51,655.80 to Standard Pipe Services.

Mr. Rosso made a motion to approve Payment Certificate #5 in the amount of \$51,655.80 to Standard Pipe Services. Mr. Binney seconded the motion.

Poll of the Board:

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

Motion Carried 5-0

Mr. Binney stated that he is seeing invoices for Duke's however, he hasn't seen any requisitions. Mr. Ryba noted that the invoices that are listed are for our yearly root control which is separate from the manhole work.

Executive Director's Report –

Third Quarter Operations Requisition (RF#3) – Mr. Hartman requested Board approval for requisition RF#3 to be submitted to The Authority's trustee bank, U.S. Bank, directing the transfer of \$3,426,583 to the Authority's Operations Account for third quarter operations.

Mr. Beier made a motion to approve requisition RF#3 directing the transfer of \$3,426,583 to the Authority's Operations Account for third quarter operations. Mr. Rosso seconded the motion.

Poll of the Board:

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

Motion Carried 5-0

PMRS Minimal Municipal Obligation (MMO) Submission – Mr. Hartman

submitted for Board approval the MMO Worksheet for 2020 which would obligate the Authority to pay to PMRS \$157,369 by December 31, 2021. He added that the Board-approved worksheet must be submitted to PMRS by October 5, 2021.

Mr. Binney made a motion to approve the Authority to pay PMRS \$157,369 by December 31, 2021, for the MMO Worksheet for 2020. Mr. Rosso seconded the motion.

Poll of the Board:

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

Motion Carried 5-0

2021 Refinancing of the 2011 and 2016 Series Bonds – Mr. Hartman

confirmed that Financial Advisor Chris Gibbons had led the successful effort to

refinance the Authority's Series 2011 and 2016 bonds, resulting in a new Series 2021 Bond Issue at an effective APR of 1.78% and a savings over the lifetime of the issue of \$5,023,923. Mr. Hartman added that the Board had received details of the transaction via email and a verbal overview from Mr. Gibbons earlier in the evening during Executive Session. For the record, Mr. Hartman reiterated that the firm of Janney Montgomery Scott submitted the winning bid,

2022 Draft Budget – Mr. Hartman presented an overview of the Draft 2022 budget to the Board which had been provided earlier to the Board members via email. After fielding preliminary questions on topics including staff salaries, projected phone charges and the water main lining project estimate, Mr. Hartman committed to provide additional information on those items and encouraged the Board to provide any additional questions and comments over next few weeks. He said he was hopeful the 2022 Budget could be finalized before and adopted at the October 27 Board Meeting.

COVID – 19 Update - Mr. Hartman reported that no TOFA employee has reported off due to contracting the virus or coming in close contact with someone who has since the August Board meeting. Mr. Hartman asked if the Board would consider mandating COVID – 19 vaccinations for TOFA employees. The Chairman put the matter to a vote.

Mr. Rosso made a motion to mandate COVID- 19 vaccinations for TOFA employees. Mr. Goodwin seconded the motion.

Poll of the Board:

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

Motion Not Carried 3-2

2022 Pickup Truck – Misters Hartman and Ryba apprised the Board of their efforts to locate an in-stock utility bed pickup truck that could be purchased now rather than contending with the reported long lead times between ordering and delivery. Because the identified vehicles did not meet with the previously agreed upon specifications and were over budget, the Board authorized staff to place an order for truck meeting the Authority's specifications and budget.

Hurricane Ida Debrief – Misters Hartman and Ryba reviewed with the Board steps taken by the Authority staff in preparation for and in response to conditions presented by Hurricane Ida. The Board was highly complementary of the staff's performance and the resulting minimal inconvenience to customers. Mr. Hartman related that there was some negative feedback from sewer-only customers who received the Boil Water Warning. Chairman Rosso suggested having future emergency warnings moved up on the Authority's webpage so that users would not have to scroll down. Staff committed to pursuing that with the website administrator.

Brinker Simpson Audit Proposal – Mr. Hartman presented to the Board for approval a solicited proposal from the Authority's current auditor Brinker Simpson for the audit years 2021 (\$13,000), 2022 (\$14,000) and 2023 (\$15,000). Mr. Hartman noted the firm's commendable performance in the weeks leading up to refinancing in meeting tight time frames and acting as liaison with PMRS.

Mr. Rosso made a motion to approve the 2021 (\$13,000), 2022 (\$14,000) and 2023 (\$15,000) proposal for Brinker Simpson. Mr. Miles seconded the motion.

Poll of the Board:

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

Motion Carried 5-0

Mr. Ryba asked the Board if there were any questions regarding the Boil Water Advisory. Mr. Binney asked why we couldn't open the interconnector with Bucks County. Mr. Ryba explained that Morrisville couldn't handle our whole system and Bucks County was experiencing problems as well.

Mr. Rosso asked how we notify our customers with these alerts. Mr. Hartman noted that we utilize Swiftreach which our customers can sign up for via our website. Mr. Rosso asked to have it appear on the bills so we can get the word out to anyone who may not have received the alerts.

Mr. Binney asked Mr. Ryba for an update on the New Falls injection. Mr. Ryba stated that everything is set-up however we are waiting on the system to be re-calibrated before placing it into operation.

Review of the Bill List -

Mr. Binney stated that there are two invoices for copier leases. Ms. Parmer stated that one is for the lease on the postal machine.

Mr. Binney questioned why we are paying so much to Net Carrier \$1600 for phones in addition to \$1200 for cellphones. Ms. Parmer said she will look into this further and provide the Board a breakdown.

Bills for Payment – Mr. Beier made a motion to pay the bills in the amount of \$430,812.71. Mr. Rosso seconded the motion.

Poll of the Board:

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

Motion Carried 5-0

Board Comment

Mr. Miles – Mr. Miles suggested looking into the cost of a dump trailer for something larger to haul dirt from the digs, if we need something larger than our small dump truck. He also noted that school buses are running again so the field staff should be mindful when driving. Mr. Miles also stated a great job was done during Hurricane Ida.

Mr. Binney – Mr. Binney also stated that a great job was done with the storm. Mr. Binney stated that there is a discrepancy on the bank balances with a difference of \$60,000. Ms. Parmer said she will look into this matter. He also noted that on the balance sheet for Account 1300 shows a large difference. Mr. Hartman responded the difference of almost \$500,000 pertains to the I/I project.

Mr. Beier – Mr. Beier thanked everyone for their efforts. He noted that he appreciates the Operations Manager's report showing the sampling we do as well as the results. He stated this is very important for us to keep up with.

Mr. Goodwin – No comment.

Mr. Rosso – No comment.

Adjournment – Mr. Rosso made the motion to adjourn the meeting at 7:47 p.m. He noted that the next meeting will be held on Wednesday, October 27, 2021 at 7:00 p.m. The Board was unanimously in favor.

