

TOWNSHIP OF FALLS AUTHORITY
REGULAR MEETING
October 25, 2023

The regular monthly meeting of the Township of Falls Authority Board of Directors was held on Wednesday, October 25, 2023 at 7:00 P.M.

Salute to the Flag

Roll Call – James Goodwin, Chairperson, William Beier, Treasurer, Thomas Miles, Secretary, John Haney, Assistant Secretary/Treasurer were present. Brian Binney, Vice Chairperson, was absent. Michael Levin, Authority Solicitor was present. James Bulicki, Authority Engineer, was present. Vanessa Nedrick, Authority Engineer was absent. 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 Session consisted of discussions regarding administrative matters.

Approve Meeting Minutes for September 27, 2023 Meeting – Mr. Beier made a motion to approve the minutes for September 27, 2023. Mr. Miles seconded the motion.

Poll of the Board:

Mr. Haney	Yes
Mr. Miles	Yes
Mr. Beier	Yes
Mr. Goodwin	Yes

Motion Carried 4-0

Public Comment – No comment.

Solicitor's Report – Mr. Levin reported that he has received a settlement from Evoqua in the amount of \$52,500.00. Mr. Levin requested Board approval to accept the settlement offer.

Mr. Beier made a motion to accept the settlement offer from Evoqua in the amount of \$52,500.00. Mr. Haney seconded the motion.

Poll of the Board:

Mr. Haney	Yes
Mr. Miles	Yes
Mr. Beier	Yes
Mr. Goodwin	Yes

Motion Carried 4-0

Mr. Levin stated that he is in the final stages of finalizing the agreement with the counsel for Aqua. He noted that he is hoping to have the final agreement for next month's meeting.

Engineer's Report – Mr. Bulicki stated that he will be posting bid documents, and he expects a bid opening prior to the November meeting for the 2023 I/I project.

Mr. Bulicki reported that he has received the construction schedule for the vector bay, and it is expected that the project should be completed by December 5th. Mr. Ryba stated that he has found a bay to store the truck in case it is needed at Premium Excavating. Mr. Goodwin asked what the charge would be and Mr. Ryba stated he would get that information.

Executive Director's Report –

2024 Draft Budget – Mr. Hartman informed the Board that the most recent version of the Draft 2024 Budget had been distributed to the Board earlier via email. He said the most significant change from the earlier version was the addition of funds for the new Executive Director's salary, benefits and retirement contribution during any overlap period (four-month estimate) with the outgoing director. Mr. Hartman added that information would be provided to the Board on the impact of meter change out options on the 2024 Budget.

2022 Audit Acceptance and Approval – Mr. Hartman asked the Board to consider accepting and approving the 2022 Audit as presented earlier in the evening by Cathy Seiler of Brinker Simpson.

Mr. Beier made a motion to approve the 2022 Audit as presented. Mr. Miles seconded the motion.

Poll of the Board:

Mr. Haney	Yes
Mr. Miles	Yes
Mr. Beier	Yes
Mr. Goodwin	Yes

Motion Carried 4-0

2024 Work Vehicle – Mr. Hartman reported to the Board that the Fred Beans Dealership has advised the Authority the 2024 Ford F-150 has been ordered and the expected delivery would be on or before March 31, 2024.

Executive Search Schedule – Mr. Hartman informed the Board that the Executive Director search advertisement had been placed on a variety of

professional web sites and that a shared file has been set up for viewing the applicants' resumes and applications. Chairman Goodwin and Assistant Secretary/Treasurer Haines indicated they were able to access the shared file. Chairman Goodwin directed Mr. Hartman to provide hard copies to Board members who desired them.

Return-To-Work Policy – Mr. Hartman informed the Board members he had provided them with a Draft Return-To-Work Policy that he and Labor Counsel Keith Bidlingmaier had developed with the Union Shop Steward Chris Diesenbruch and Union Representative Christina Chang. He added that he had discussed it with the Board earlier in Executive Session and that he would take proposed changes to the union for discussion.

Operation Manager's Report –

Mr. Ryba reported that he has received some high TTHM readings. He noted he is taking action to adjust the levels and he will also speak with LBCJMA about dosage and whether they plan on reducing chlorine levels.

Mr. Ryba stated that KAPPI has repaired and reinstalled the pump at Tyburn station. He reported that the pump at Penn Valley has been tripping so KAPPI has taken that pump for repair. Mr. Ryba said it should be repaired and reinstalled by the end of this month.

Mr. Ryba noted that the Headley pump had a check valve leaking, and the field staff have taken it apart and worked on it and it is now working correctly.

Mr. Ryba stated that he is looking forward to the construction project of the vector bay to be completed.

Business Manager's Report –

Ms. Parmer reported that Cycle 2 bills went out today, Wednesday, October 25. She added Cycle 3 past dues went out and Cycle 1 bills are due on November 1.

Ms. Parmer stated that there are no customers who are turned off for non-payment.

Ms. Parmer stated that two notices were sent out to customers who are refusing to allow us to replace their meters. She noted that their bills will reflect the 100,000-gallon bill until we are able to access the meter and generate a new bill.

Ms. Parmer informed the Board that she had placed a call in to receive pricing on the Plan-It payroll system.

Mr. Goodwin asked Ms. Parmer how many guys are sent out to do shut-offs. Ms. Parmer stated that two field staff members are sent out. She noted they will knock first and make contact and they will then verify with the office before turning off the water.

Review of the Bill List –

No comments.

Bills for Payment – Mr. Beier made a motion to pay the bills in the amount of \$1,096,937.97. Mr. Miles seconded the motion.

Poll of the Board:

Mr. Haney	Yes
Mr. Miles	Yes
Mr. Beier	Yes
Mr. Goodwin	Yes

Motion Carried 4-0

Board Comment

Mr. Haney – No comment.

Mr. Miles – Mr. Miles reminded Mr. Ryba to make sure everything is safe and secure with Halloween approaching.

Mr. Beier – Mr. Beier thanked everyone for their efforts. Mr. Beier asked Mr. Ryba if we needed anymore portable pumps since they have come in handy. Mr. Ryba stated that we are good right now with the portable pumps.

Mr. Goodwin – No comment.

Adjournment – Mr. Goodwin suggested a motion be made to adjourn the meeting at 7:20 p.m. He noted that the next meeting will be held on Wednesday, November 15, 2023, at 7:00 p.m. The Board was unanimously in favor.