

TOWNSHIP OF FALLS AUTHORITY  
REGULAR MEETING  
September 27, 2023

The regular monthly meeting of the Township of Falls Authority Board of Directors was held on Wednesday, September 27, 2023 at 7:05 P.M.

Salute to the Flag

Roll Call – James Goodwin, Chairperson, Brian Binney, Vice Chairperson, William Beier, Treasurer, Thomas Miles, Secretary, John Haney, Assistant Secretary/Treasurer were present. 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 and legal matters.

Approve Meeting Minutes for August 23, 2023 Meeting – Mr. Beier made a motion to approve the minutes for August 23, 2023. Mr. Binney seconded the motion.

Poll of the Board:

Mr. Haney	Abstain
Mr. Miles	Yes
Mr. Beier	Yes
Mr. Binney	Yes
Mr. Goodwin	Yes

Motion Carried 4-0

Public Comment – No comment.

Solicitor's Report – Mr. Levin updated the Board that he has spoken with the council for Aqua and they are in the process of reviewing some language in the contract. He is hoping to hear back by next month's meeting.

Mr. Levin reported that he has spoken with Evoqua's council, and they are looking to try and come to an agreement with regards to payment for damage to the pumps at Headley Lift Station. Mr. Levin is hoping to come to an agreement by next Board meeting.

Mr. Goodwin asked if there had been anything more on Wheelabrator. Mr. Levin stated he has not heard anything more.

Engineer's Report –

Mr. Bulicki is requesting Board approval to conduct Phase III of the TOFA manhole inspections and GIS work in the amount \$60,000.00.

Mr. Beier made a motion to approve RVE to conduct Phase III of the manhole inspections and GIS work in the amount of \$60,000.00. Mr. Miles seconded the motion.

Poll of the Board:

Mr. Haney	Yes
Mr. Miles	Yes
Mr. Beier	Yes
Mr. Binney	Yes

Mr. Goodwin            Yes

Motion Carried 5-0

Mr. Bulicki is requesting the Board to release the bond for 500 Lincoln Highway after they have paid any outstanding escrow payments.

Mr. Beier made a motion to release the bond for 500 Lincoln Highway once they have satisfied any outstanding escrow payments. Mr. Miles seconded the motion.

Poll of the Board:

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

Motion Carried 5-0

Mr. Bulicki reported that the permits have been submitted for the Vactor Bay construction and stated that the work will begin as soon as all of the permits are received. Mr. Binney asked what the back-up plan is for the winter. Mr. Ryba stated that he will begin looking for a space to rent just in case it is needed.

Mr. Miles asked Mr. Bulicki what his thoughts are on the AMI system. Mr. Bulicki responded that it is expensive, however now is the time to consider this since it will be time to do a meter changeout soon. He feels it is worth considering. Mr. Binney requested the cost of just a regular meter change out to compare. Mr. Haney asked if we can do the change out ourselves and maintain the meters with the AMI and Mr. Bulicki responded no. Mr. Binney asked if they are

the only company that is doing the AMI system. Mr. Bulicki responded that they are not, there are smaller companies that do these as well. Mr. Binney requested a cost on another company to compare.

Executive Director's Report –

2024 Draft Budget – Mr. Hartman reported he had provided the Board with a complete Draft 2024 Budget via email and that the previously presented Draft Capital Improvements Budget was included without changes. He noted that based on our previous grant application success, \$800,000 was included on the grant revenue lines for identified water and sewer capital improvements. Mr. Hartman added that changes to the 2024 Budget Excel formula would be made, and an updated Draft Budget would be circulated.

2022 Audit – Mr. Hartman reported that the 2022 Audit presentation needed to be postponed because the audit had not been completed due a death in the Authority's accountant's family.

2024 Work Vehicle – Mr. Hartman reported he had complied with the Board's request for quotes for a Ford F-150 Regular Cab truck (\$42,975) and a Ford F-150 Super Crew XL truck (\$46,918). He noted that an additional \$4,000-\$5,000 would need to be added to the cost of these trucks for visibility lighting, tool cabinets and bed protection. The Board requested he find out if the dealer would accept one of the Authority's older trucks in trade. Mr. Hartman asked for Board approval to order a 2024 Ford F-150 Super Crew XL.

Mr. Haney made a motion to approve a 2024 Ford F-150 Super Crew XL not to exceed \$60,000.00. Mr. Miles seconded the motion.

Poll of the Board:

Mr. Haney                      Yes

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

Motion Carried 5-0

Executive Search – Mr. Hartman reminded the Board that the Executive Search kickoff meeting with Nicole Beckett of the Meyner Center is scheduled for Monday night, October 16, at 6:00 p.m. in the Board room.

TowerPoint Lease Purchase Proposal – T-Mobile Austin Tank – Mr. Hartman advised the Board that he had distributed a proposal he had received from TowerPoint to purchase the rights to the T-Mobile lease at the Austin Tank site. He added that the comments he has received from certain Board members, the Authority's Financial Advisor and the Authority's tank maintenance contractor were not favorable to accepting the proposal. Mr. Hartman said the commenters believed the risk was worth the Authority passing on the lump sum TowerPoint payment proposal and maintaining control of the lease and the associated revenue. Mr. Hartman asked for Board approval to reject the TowerPoint proposal.

Mr. Binney made a motion to reject the TowerPoint proposal. Mr. Haney seconded the motion.

Poll of the Board:

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

Motion Carried 5-0

Return-To-Work Policy – Mr. Hartman reported work on the Return-To-Work Policy continues. He said the next discussion session is scheduled for Friday, September 29 at 10:00 a.m. and that he hoped to circulate a draft policy prior to the October 25 Board meeting.

Operation Manager's Report –

Mr. Ryba reported that TOFA has collected and submitted samples for asbestos which are required by the PADEP every 3 years.

Mr. Ryba stated there was a sewer blockage at Arleans Avenue and Trenton Road. He noted we used the vactor truck to remove and clear the blockage. He reported that the manhole insert was wedged into the channel which was obstructing the flow.

Mr. Ryba reported that Cabot Diesel standpipe tank was cleaned and painted by Southern Corrosion.

Mr. Ryba stated that the new stainless-steel pump has been installed at Headley Pump station and the backup pump placed back in reserve.

Mr. Ryba noted that Duke's has cleared 8500 linear feet of sewer for root control. He noted that the areas are selected based on previous problems.

Mr. Ryba stated the Authority took the new Vactor truck to the Touch-a-Truck event and the kids really seemed to enjoy it. He would like to see us continue participating.

Mr. Goodwin asked why truck 319 was towed twice. Mr. Goodwin stated that it looks like the issue was a coolant leak both times, and we paid for it to

be towed twice. Mr. Ryba said he would check into the double billing.

Business Manager's Report -

Ms. Parmer reported that Cycle 1 bills will go out Friday, September 29. She added Cycle 2 past dues went out and Cycle 3 bills are due on October 2.

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

Ms. Parmer reported that she is receiving readings from the customers with irrigation meters for the removal of sewer charges.

Ms. Parmer noted she is working with Aqua because the Derbyshire meter is not working.

Ms. Parmer reported that CPR/AED Training was conducted on September 19<sup>th</sup> for the TOFA staff.

Ms. Parmer noted that Swift Reach is no longer active. She stated the replacement system is the RAV system which Rachel has brought online.

Ms. Parmer reported she is looking into a payroll system like what the Township uses called Plan It, which will allow the field staff to clock in via their cellphones and allow the staff to monitor their own time.

Review of the Bill List -

Mr. Haney asked about the backhoe quick coupler. Mr. Ryba replied it is a quick disconnect for the different buckets that were installed.

Mr. Miles commented that he noticed a lot of charges for tools this month.

Mr. Ryba responded that those charges included hose repairs and scheduled maintenance.

Bills for Payment – Mr. Beier made a motion to pay the bills in the amount of \$715,270.86. Mr. Miles seconded the motion.

Poll of the Board:

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

Motion Carried 5-0

Board Comment

Mr. Haney – No comment.

Mr. Miles – No comment.

Mr. Beier – Mr. Beier thanked everyone for their efforts. He also thanked Rachel for all the work she is doing with the RAV System.

Mr. Binney – Mr. Binney stated that there is a water main installed from Truck Smart to Michael's Restaurant and he asked Mr. Levin if there is any legal ground to have a water line put in by the developer. Mr. Levin stated that if it is available that they are required to connect. Mr. Ryba stated that they are only required to connect if they are within 150' of a sewer connection, and that the property is currently connected to water supply through the rear of the property.



Mr. Goodwin – Mr. Goodwin commented that the Vector truck looked great at the Touch-a-Truck event. He stated that John and Samy did a great job, and he hopes we continue to participate.

Adjournment – Mr. Goodwin suggested a motion be made to adjourn the meeting at 7:45 p.m. He noted that the next meeting will be held on Wednesday, October 25, 2023, at 7:00 p.m. The Board was unanimously in favor.

