

Township of Falls Authority

Board Members:

James Goodwin, Chairperson
William Beier, Vice Chairperson
Paul Hartzell, Treasurer
Lolain Striluk, Secretary
Patty Powers, Assistant Secretary-Treasurer



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February 25, 2026 REGULAR MEETING MINUTES

The regular monthly meeting of the Township of Falls Authority Board of Directors was held on Wednesday, February 25, 2026, at 7:00 P.M.

Salute to the Flag

Roll Call

James Goodwin, Chairperson, William Beier, Vice Chairperson, Paul Hartzell, Treasurer, Lolain Striluk, Secretary, and Patty Powers, Assistant Secretary/Treasurer were all present. Mike Levin, Authority Solicitor, and James Bulicki, Authority Engineer, were present.

Peter Kim, 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 operational matters as well as new business on the agenda.

Public Comment

No public comment.

Solicitor's Report

Mr. Levin stated that due to a recent complaint directed to Falls Township by some of the Board members regarding executive sessions as well as related matters, we have been directed by Falls Township to conduct an internal investigation. He stated we have been given 30 days to appoint a 3rd party to perform the investigation. Mr. Levin noted that one Board member has expressed holding off until next month's meeting when we may have more candidates. Mr. Levin proposed 2 different attorneys, Mr. Chris Gerber and Mr. Russ Sacco, both which are willing to commit, and Mr. Levin feels both are qualified. Mr. Levin feels he could request an extension from Falls Township if he is instructed to do so.

Mr. Goodwin stated, based on Falls Township's recommendation, he made a motion to appoint Russ Sacco as the 3rd party investigator to investigate allegations made by Ms. Powers and Ms. Striluk. Mr. Beier seconded the motion.

Poll of the Board:

Ms. Powers	Table
Ms. Striluk	Table
Mr. Hartzell	Yes
Mr. Beier	Yes
Mr. Goodwin	Yes

Motion Carried 3-2

Mr. Levin stated that based on the vote he will notify Russ Sacco.

Mr. Levin reported that Mr. Kim received a letter of interest from Aqua with regards to acquiring the authority's system. He noted that he did not get the impression that there was any interest from TOFA however it is at Falls Township's discretion and he will forward the letter to them.

Engineer's Report

Mr. Bulicki stated he has no action items to report.

Mr. Bulicki stated that they are working on the Post Road and Bargain City electrical upgrades.

Mr. Bulicki stated that quotes for the roof replacement have been received and are being reviewed with revisions being made as necessary. He noted that he is hoping to have an action item for the next Board meeting on the roof replacement.

Operation Manager's Report

Mr. Ryba stated that there have been a couple of water breaks. He stated there was a break at 245 Trenton Road. Mr. Ryba noted that the leak was at the bell-spigot joint of two sections of the water main. He reported that the repair was made and the water main was returned to service.

Mr. Ryba stated that there was another water main break at 803 Fairfield Road. He noted that the leak was also at the bell-spigot joint of two sections of water main. He stated that the repair was made and the water main was put back into service. He reported that both breaks were repaired in-house using the vector truck.

Mr. Ryba reported that the TOFA staff have begun the process of locating and testing the curb stops for the 2026 lining project for the final section of Hanford. He noted that the lining project will begin mid-April and will last 4-6 weeks.

Mr. Ryba reported that Sanders Pumps have repaired pump #1 at Nottingham station and are scheduled to install the pump next week.

Ms. Striluk asked Mr. Ryba how many crew members are currently out. Mr. Ryba responded that we have 1 out on workers' comp, 1 out on short-term disability and 1 out on modified duty going to physical therapy but he doesn't think it will be much longer. Ms. Striluk asked if we are still able to do the jobs. Mr. Ryba responded that we are getting by, but it will get tight during the lining project and hydrant replacement.

Business Manager's Report

Ms. Parmer stated that the yearly sprinkler penalties just went out, Cycle 1 past due have gone out and Cycle 2 bills are due by March 2nd. She noted that Cycle 3 bills will go out by Friday and this will be the first cycle with the restructuring of the commercial account rates.

Mr. Goodwin asked Ms. Parmer about the operating account and cash flow if it fluctuates how we handle that. Ms. Parmer responded that the operating account currently has \$450,000 in it but our sweep account has \$1,000,000. Mr. Goodwin asked if there is any issue paying our bills. Ms. Parmer responded no. Mr. Beier asked when the last time was when we had a problem. Ms. Parmer stated a while back we would borrow from the sweep account to operate. Ms. Striluk stated we did until the rates were raised. Ms. Parmer stated that when bills come in the revenue goes into the revenue account and is transferred to US Bank and US Bank holds the money for a month then returns it to the operating account. Ms. Parmer stated that there are two sweep accounts with \$1,000,000/each and as of today the operating account has \$450,000. Ms. Parmer stated the last time we borrowed from the sweep account was May. She noted it has not been done since we raised the rates. Mr. Goodwin stated that we raised rates in 2024. Mr. Kim stated that the increase for rates was voted on in 2024 to take place in 2025. Ms. Powers asked what the bond is. Mr. Kim stated that it is a bond indenture and with that there come certain requirements. He stated that we collect the money and the revenue is sent to US Bank and they take their 1/6 debt service fee and then it is returned to us. Mr. Kim stated that this procedure has nothing to do with being negative in funds, this is how the bank has set it up.

Executive Director's Report

Mr. Kim reported that Ms. Parmer and himself have been working on the financial statement along with Mr. Bulicki, Mr. Ryba, Linda Major and Vicky Mastro to get the year end done. He stated that it must be done by April 30th and this is why the bank balance hasn't been provided for the last 3 months.

Mr. Kim reported that they are working on the credit card processing change.

Mr. Kim stated that payroll/time clock is still in the works.

Mr. Kim state that our Special/Labor Counsel has submitted a response to the union with regards to the weekend grievance. Mr. Kim stated that Keith Bidlingmaier instructed us to give them a month to respond before we close it out.

Mr. Kim reported that he is looking into pollution insurance coverage through other agencies.

Approve Meeting Minutes for January 28, 2026 Board Meeting

Ms. Striluk made a motion to approve the minutes for January 28, 2026. Ms. Powers seconded the motion.

Poll of the Board:

Ms. Powers	Yes
Ms. Striluk	Yes
Mr. Hartzell	Abstain
Mr. Beier	Yes
Mr. Goodwin	Yes

Motion Carried 4-0

Review of the Bill List

Ms. Striluk asked why PMRS is listed as union dues as bill list. Ms. Parmer responded that it was a typographical error and it is for pension.

Mr. Hartzell asked what blue rags are from Airgas. Mr. Ryba responded that they are shop rags that we get 1-2 times a year.

Mr. Beier stated that he saw that we needed 2 tires for the excavator. He asked how old the excavator is now? Mr. Ryba responded that it is about 10 years old and we lucked out because they came right out and took care of the tires on-site here at the building. Mr. Beier asked if the excavator is big enough for our needs. Mr. Ryba stated that when we got the excavator we did go with a compact one. Mr. Ryba stated that he could look at pricing for a larger one if the Board would like. Mr. Beier stated he thinks it would be a good idea. He would like to ensure we have the equipment needed to do the jobs. Mr. Hartzel asked if it is an extendahoe. Mr. Ryba said it is not. He noted that when we purchased it, we got it mainly for curb box repairs.

Ms. Striluk stated she saw 2 pairs of boots and asked if we have an allotment. Mr. Kim stated we do it is \$150.00 once a year and if it exceeds the amount the employee pays the difference. Ms. Striluk stated she saw a pair on the bill list for \$174.99. Mr. Kim stated yes and the employee paid the difference to TOFA. Ms. Parmer stated that the additional money was collected and deposited.

Bills for Payment

Mr. Hartzell made a motion to pay the bills in the amount of \$545,340.38. Mr. Beier seconded the motion.

Poll of the Board:

Ms. Powers	Yes
Ms. Striluk	Yes
Mr. Hartzell	Yes
Mr. Beier	Yes
Mr. Goodwin	Yes

Motion Carried 5-0

Mr. Goodwin stated next is discussion of prescription safety eye protection. Ms. Striluk stated that she would like to re-visit the discussion.

Ms. Striluk stated that she would like to rescind her prior vote to approve prescription eye safety coverage. Ms. Powers asked if the payment had already been made. Ms. Parmer stated she has not made the reimbursement since she received an email to hold off until this meeting. Mr. Beier asked if we have a procedure in place. Mr. Ryba stated that it is at the Board's discretion. Ms. Powers asked if we have safety glasses to go over their eyeglasses. Mr. Ryba replied we do have disposable safety goggles. Mr. Beier stated that if we do \$150.00 for boots why not just do sneakers instead. Mr. Ryba stated that their contract does have the boot allowance listed. Mr. Beier stated he would like to see something in their contract for this.

Ms. Striluk made a motion not to pay for prescription safety glasses. Ms. Powers seconded the motion.

Poll of the Board:

Ms. Powers	Yes
Ms. Striluk	Yes
Mr. Hartzell	Yes
Mr. Beier	No
Mr. Goodwin	No

Motion Carried 3-2

Board Comment

Ms. Powers – Ms. Powers stated that she noticed on the TOFA tank project status Mr. Kim and Mr. Ryba need to fill out the excel form for pressure requirements. Mr. Kim responded that it is for Cabot and we are still working on this.

Ms. Powers asked about the IRS Refund. Mr. Kim stated that the IRS is slow and we are still waiting.

Ms. Powers questioned that the fire department has inventory of hydrants, but we do not. Mr. Kim stated they do not have a list either. Mr. Ryba stated that we have a list of all TOFA's hydrants but not the private hydrants. Mr. Kim stated that if the private hydrants continue to increase it can become problematic. Mr. Kim has asked Mr. Levin to look to see if we charge for the private hydrants would we be obligated to make sure their system works.

Ms. Striluk – No comment.

Mr. Hartzell – Mr. Hartzel stated that Mr. Ryba and the crew have been doing a good job especially out in this cold.

Mr. Beier – No comment.

Mr. Goodwin – No comment.

Adjournment

Mr. Goodwin suggested a motion be made to adjourn the meeting at 7:35 p.m. He noted that the next monthly Board meeting will be held Wednesday, March 25, 2026, at 7:00 p.m. The Board was unanimously in favor.