

# 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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## March 25, 2026 REGULAR MEETING MINUTES

The regular monthly meeting of the Township of Falls Authority Board of Directors was held on Wednesday, March 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 personnel and operational matters as well as new business on the agenda.

### Public Comment

No public comment.

### Bills for Payment

Mr. Hartzell made a motion to pay the bills in the amount of \$793,896.69. 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

Approve Meeting Minutes for February 25, 2026 Board Meeting

Ms. Striluk made a motion to approve the minutes for February 25, 2026. Mr. Hartzell 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

Solicitor's Report

Mr. Levin stated he has no new business to discuss.

Engineer's Report

Mr. Bulicki gave an update on the Bargain City Pump Station that he is coordinating with Peco to replace the electrical service.

Mr. Bulicki stated that the Chapter 94 report has been received and is being drafted.

Operation Manager's Report

Mr. Ryba reported that the disinfection by products samples came back good for the 2<sup>nd</sup> quarter in a row.

Mr. Ryba reported that he met with Hi-Tide Technologies, which acquired the RAFA Systems. He noted that they went to every station to take an inventory of the SCADA equipment and discussed improvements as well as equipment and pricing for installation at Cabot Diesel and Jockey stations.

Mr. Ryba reported that there was a control issue with the Cabot Jockey Station. TOFA staff removed the control switch and cleaned the sensor. He stated that the control switch is now working properly but he will look into having a control expert come out and change the control.

Mr. Ryba reported that the 2026 lining project is set to begin on 4/6. He noted that the field staff is checking and repairing any needed curb stops prior to the start of the lining. He also stated that the staff has begun preparations to dig the access pits.

Mr. Ryba reported that pump #1 at Nottingham Pump Station was repaired and returned to service.

Mr. Ryba reported that pump #2 at New Falls Station has been repaired and installed by KAPPE Associates and KAPPE will now repair pump #3.

### Business Manager's Report

Ms. Parmer stated that Cycle 1 bills will be sent out Friday and are due 5/1. She stated that Cycle 2 late notices went out and Cycle 3 late notices will go out 4/1.

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

Mr. Goodwin requested Ms. Parmer include the bank balances in the Board packets.

### Executive Director's Report

Mr. Kim reported that they are working on HR issues including the current grievance.

Mr. Kim stated that he is gathering quotes for a new phone system.

### New Business

Mr. Goodwin opened discussions for New Business listed on the agenda. Mr. Goodwin started with 4 hours of guaranteed overtime for the admin staff, who are non-union. Mr. Goodwin asked Mr. Kim what his opinion is on the matter. Mr. Kim stated that there is not much financial impact however he is suggesting that the admin staff be paid for only the time worked and not for the guaranteed 4 hrs. Ms. Powers stated that the admin staff is not union so if they only work 1 hour they would be paid for the 1 hour. Mr. Goodwin asked if that was what the union staff receive with the guaranteed 4 hrs and Mr. Ryba responded yes. Mr. Beier stated that if they are home and come back in, they should get the minimum of 4 hrs. and we shouldn't be pinching pennies. Ms. Striluk asked Mr. Beier if the admin staff come in for a meeting and it lasts 15 mins then should they get paid for 4 hrs.? She stated this is the matter she is trying to address. Ms. Striluk stated that there is a line between contract and non-contract. Mr. Goodwin asked Mr. Ryba that for the sake of past practice, we gave admin staff what the union receives. Mr. Ryba responded generally speaking we did.

Mr. Hartzell asked if it can be separated by meetings and emergencies. Ms. Powers stated that when she used to work for Newtown and she came in for these things she would receive extra time for lunch and such. Mr. Goodwin responded that 2-3 Boards ago they did away with the comp time based on the accumulations being so high and in turn the admin staff was given the guarantee of 4 hrs. overtime. Ms. Parmer stated that when she comes in to call back a disgruntle customer or for a sewer back-up after hours or on the weekend, she does not submit time. Ms. Powers stated that there should be a separation between union and non-union.

Ms. Striluk made a motion to stop the guaranteed 4 hrs. overtime for the admin staff and pay for only the time worked. Ms. Powers seconded the motion. Mr. Goodwin stated that the admin staff based on the motion will only be paid for the time worked.

#### Poll of the Board:

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

Mr. Beier	No
Mr. Goodwin	Abstain

Motion not Carried 2-2

Mr. Goodwin addressed the next item, which is promotions of Operator III to Operator IV. Mr. Goodwin asked Mr. Ryba his opinion on the matter. Mr. Ryba responded that he would recommend it based on the fact they meet the requirements and based on their performance. Ms. Striluk stated that then there will be no other Operators or Laborers, they will all be Operator IVs. Ms. Powers asked what the difference is. Mr. Ryba stated other than pay there is no real difference since they all have the necessary years of service and appropriate licenses. Ms. Powers asked who the Operators are. Ms. Striluk responded Charlie, Chet and Samy.

Mr. Goodwin made a motion to promote the Operator III's to Operator IV's upon their request. Mr. Ryba asked if the pay would be retro to their anniversary date and Mr. Kim stated it would not be he is just trying to be proactive if they request the promotion. Ms. Powers 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 moved on to the next agenda item of roof replacement. He asked Mr. Kim if this had already been bid out. Mr. Kim responded that they were going to utilize Keystone, however the bids came in higher than anticipated. Mr. Kim stated that he has 2 quotes but one has come in much lower than the other, which he is thrilled about, however he is concerned that it will also come with numerous change orders. Mr. Goodwin asked if we are following the process of utilizing responsible business contractors. He responded yes, they are. Mr. Bulicki stated that the first quote came through Keystone, however the other quotes are emergency bids. Ms. Powers asked if we have a lot of leaks. Mr. Kim stated we do and it is getting worse, especially near the locker room. Ms. Striluk asked if this will be paid for through insurance. Mr. Kim stated we have already received \$140,000.00 and once the work is completed, we will submit the invoice for reimbursement up to \$280,000.00 and it will include replacement of the carpet in this conference room.

Mr. Goodwin made a motion to approve Mr. Kim to move forward with selecting a contractor for the roof replacement. 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 moved on to the last agenda item for new business, which is the advertising and hiring of two seasonal employees. Mr. Goodwin asked Mr. Ryba what the criteria is that he is looking for, is it kids for grass cutting or more of a craftsman. Mr. Ryba responded that a high school or college student for lawn maintenance is what has been done in the past and has worked out fine. He stated that there is plenty of work for them to do.

Ms. Striluk made a motion to advertise for two seasonal employees from April/May to August/September. Mr. Goodwin asked what the rate of pay would be, so it is on record. Mr. Kim stated that \$17.00/hr is the rate paid last year so that will carry for this year as well. Ms. Striluk made a motion to advertise for two seasonal employees from April/May to August/September at the rate of \$17/hr. Mr. Beier seconded the motion.

Poll of the Board:

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

Motion Carried 4-0

#### Board Comment

Ms. Powers – Ms. Powers stated that she saw under the task report it lists that Mr. Ryba is reporting early one time a week to meet with the Field staff. She asked Mr. Ryba how that was going. Mr. Ryba responded that has helped. He noted it gives the staff an opportunity to discuss anything that may be on their mind.

Ms. Powers asked what it means that we are waiting for Morrisville to transfer new connection. Mr. Ryba reported that this was from a couple of years ago and is a mute issue now. Mr. Kim stated that Morrisville was supposed to notify TOFA regarding a customer that may be transferred to us, but they had gone silent on the matter. Mr. Kim did state he had just received an email from Mr. Moranda regarding 4 additional accounts in our Burgess Manor area as well as Wheelabrator rates however Mr. Kim has not had an opportunity to review the email.

Ms. Powers asked if Mr. Kim and Mr. Ryba completed filling out the excel sheet with the pressure requirements. Mr. Ryba stated they are working with the Engineers regarding Cabot. He stated that there are still other options they are considering. Mr. Kim stated it is only one line item on the sheet however it is a massive task. He stated that they are doing their due diligence to ensure what is done will work best for all

customer. Mr. Bulicki stated that they are looking to see what the best option will be. Ms. Powers stated they are doing a great job, she just hopes they can settle down the locker room.

Ms. Striluk – Ms. Striluk asked if we still send out letters to customers regarding illegal sump pump connection. Mr. Ryba stated we do, yearly in April/May for the Nottingham section. Ms. Striluk asked if we came across any that are. Mr. Ryba stated that it was easier to check when we did inspections. Ms. Parmer stated it is harder now since we do not go in for meter readings.

Ms. Striluk asked if we are charging the Township rent. Mr. Kim responded we are not however they have agreed to pave the parking lot once they move out. Mr. Goodwin stated that he had heard they were supposed to be out by the end of March. Mr. Kim stated that the date keeps getting changed. Mr. Goodwin requested he contact the Township Manager to find out the status, and we may need to discuss charging them rent.

Ms. Striluk asked what the status was with the IRS. Mr. Kim stated that they acknowledged receipt, but it was still in review.

Ms. Striluk asked what was going on with the software and time clock. Mr. Kim stated that the new system has been implemented. He stated that there are still some user issues, however the 1<sup>st</sup> payroll has been made in the new system.

Ms. Striluk asked what the status was on the weekend grievance. Mr. Kim stated that he was told by Mr. Bidlingmaier that nothing would be scheduled for at least 8-9 months.

Ms. Striluk asked about the status of the vector truck and disposal of grease. Mr. Kim stated it is still a work in progress. He noted our previous hauler suggested a bin to collect the grease and then have the bin emptied. Mr. Ryba stated he is waiting on a quote from the vendor for a bin to collect and haul away the grease. Ms. Powers stated that this should be less cost. Mr. Kim stated he will weigh it all out to see what would work best and most cost effective.

Mr. Hartzell – Mr. Hartzel had no comment.

Mr. Beier – Mr. Beier had no comment.

Mr. Goodwin – Mr. Goodwin had no comment.

#### Adjournment

Mr. Goodwin suggested a motion be made to adjourn the meeting at 7:30 p.m. He noted that the next monthly Board meeting will be held Wednesday, April 22, 2026, at 7:00 p.m. The Board was unanimously in favor.