Township of Falls Authority

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July 22, 2026 REGULAR MEETING MINUTES

The regular monthly meeting of the Township of Falls Authority Board of Directors was held on Wednesday, July 22, 2026, at 7:00 P.M.

Salute to the Flag

Roll Call

James Goodwin, Chairperson and William Beier, Vice Chairperson, not present. Paul Hartzell, Treasurer, available via telephone, Lolain Striluk, Secretary, and Patty Powers, Assistant Secretary/Treasurer were 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.

Mr. Levin reported that he just received notice that James Goodwin has resigned from the Township of Falls Authority Board effective today.

No Executive Session was held.

Public Comment

No public comment.

Approve Meeting Minutes for June 24, 2026 Board Meeting

Mr. Hartzell made a motion to approve the minutes for June 24, 2026. Ms. Powers seconded the motion.

Poll of the Board:

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

Motion Carried 3-0

Solicitor's Report

Mr. Levin stated that he has no new business to discuss other than what is listed under the agenda.

Engineer's Report

Mr. Bulicki discussed the Nuuly Project which would be in the southern portion of our service area. He noted that this project would be a substantial water and sewer customer for TOFA. Mr. Bulicki stated that there is water nearby which would require a booster pump but there is no sewer available. He noted that upgrades to the pumps would be required. He also stated that it would pass LBJMA to get to us so we have met with LBJMA on how we can do this. He stated he is looking for the Board's opinion on whether we should negotiate with LBJMA or see what is needed at our end. Ms. Powers asked what he and Mr. Ryba think is the right thing. Mr. Ryba responded that there is political push to have this operational by March. He stated he doesn't think we can accommodate the sewer and we should consider allowing LBJMA to take the sewer over. Mr. Ryba feels we have the capacity to handle the water. He noted that we may need some upgrades to the infrastructure. Mr. Kim responded that the sewer doesn't seem feasible and the water isn't as well, however it would be a large source of revenue. Ms. Striluk asked how much money we would need to put out. Mr. Kim stated that the developer would take care of the expense, however it may be easier to give both to LBJMA. Mr. Kim stated that he is not suggesting that however he could possibly negotiate with LBJMA for shared revenue. Ms. Powers stated that they would leave that decision up to him. Mr. Kim stated that time is not on our side and time may not allow him to negotiate properly. Mr. Levin stated that he received a call from the developer that the Governor has announced the project and he has heard that the Township would like this done quickly as well. Ms. Powers asked who the developer was. Mr. Levin responded it is essentially Urban Outfitters but Ken Koretsky is the one handling it. Mr. Bulicki stated that the tapping fees for water would be about two million dollars as a one-time fee with about $100,000 annually. Mr. Kim stated we will pay about $4 now to LBJMA while we charge $6 so they will get a majority already. Ms. Striluk asked if we can just charge a higher rate like we do with Wheelabrator. Mr. Kim stated with the political pressure and if they find they can get it cheaper through Lower Bucks why wouldn't they. Ms. Striluk asked Mr. Hartzell if he had any feedback. Mr. Hartzell stated that he feels they would know better than him about what the proper direction would be. He stated that there are a lot of variables so it would be tough for him to say without a full understanding. Mr. Levin stated that it is a weird area that we do not have infrastructure in. Mr. Kim stated that we must buy it anyways from LBJMA. He stated that on the sewer side we may have to mandate Old Bristol Pike. Mr. Bulicki stated that most residents in that area are on Septic but trying to include this for LBJMA and for TOFA will try for a shared revenue. Mr. Bulicki stated that he wanted to put it out to the Board to see how he should proceed. Mr. Levin stated that this area is strange. Mr. Ryba noted that we do have a waterline that is closer. Mr. Kim stated that the sewer side may have a requirement or mandate for Old Bristol Pike. Ms. Striluk stated that at this point it is just informational, so she confirmed that no motions are needed. Mr. Kim stated that is correct.

Operation Manager's Report

Mr. Ryba reported that there was a water main break on Hood Blvd and Queen Anne Drive with a valve that let loose. He stated that Seifert is out there now with some of our crew, cutting in a new valve. He stated that water was restored within an hour and he did notify PennDOT since that road was just paved. Mr. Ryba stated that he is unsure what caused the break or if it was caused by the construction going on there.

Mr. Ryba stated that the 3rd quarter TTHM/HAA5 samples were collected last week.

Mr. Ryba reported that TOFA Management and RVE had a site meeting with Blooming Glen to review the work needed at Cabot Jockey station. He noted that the emergency work is for two new pumps, new control system and new control valves. Mr. Ryba stated that he is waiting on the quote from Blooming Glen for the work.

Mr. Ryba stated that they are looking at a new interconnection at Lynn Avenue near Falls Township Park. He stated that there would need to be some water main work and a new pit put in. He noted currently it is a dead end, and this would loop the Bristol Pike section of the TOFA system with a new feed from LBJMA. He stated that LBJMA's line ends at Lynn Ave and our line ends at the canal. Mr. Ryba stated that this work would be a necessity if we move forward with the other project we discussed, however LBJMA would be taking on most of the engineering.

Mr. Ryba stated that pump #1 at Penns Place is back and was installed, however when we tried to fire it up the check valve was still failing. He noted that Blooming Glen sent a quote which appears fair so we will be moving forward with that.

Mr. Ryba reported that the SCADA hardware has shipped. He noted that it will need to be installed so he asked Hi-Tide for recommendations for someone to do the install. Mr. Ryba stated that he does have someone coming out next week for a site visit. He stated if the quote comes back high, he will look into another electrician.

Mr. Ryba reported that the landscaping restoration from the lining project is complete and the asphalt/concrete will be finished by the end of the month.

Business Manager's Report

Ms. Parmer stated that Cycle 2 bills will be sent out this week. She stated that Cycle 3 late notices went out and Cycle 1 bills are due 8/3.

Ms. Parmer reported that there are no customers off for non-payment. Ms. Striluk asked what ever happened with the customer that turned their water back on. Mr. Ryba stated that a lock had been ordered for the customer that had turned the water back on and now needs to be installed. Ms. Powers asked if the gentleman who was set up on the payment plan has made a payment. Ms. Parmer stated he has come in with his first payment.

Executive Director's Report

Mr. Kim reported that he is working on the rough draft budget for 2027 with Mr. Bulicki, the Business Manager, and the Operations Manager. Ms. Striluk asked if it would be ready for the next meeting. Mr. Kim stated that he will have a draft, but it will not be finished. Ms. Striluk asked if Mr. Bulicki would be providing a list of capital projects. Mr. Ryba stated that they will have the list of capital projects for next meeting. Mr. Kim noted that it will then be a matter of prioritizing them.

Mr. Kim stated that he was anticipating Dunkin Donuts to come to tonight's meeting. He noted that they have trees that they thought were ours that are blocking their sign that they wanted us to cut, however Mr. Kim stated that he researched it and the trees in question are Dunkin Donut's trees.

Mr. Kim stated that a discussion will need to be held regarding the fire services once the information is ready. He noted that we may need to have a special district on Cabot Blvd for fire services. He noted that the Township's fire hydrant bill charges millage which is split between us, Lower Bucks and few others. He stated that it is very low and it is something we need to discuss once the information is ready.

New Business

2026 I/I Abatement Proposal for $60,000

Mr. Bulick stated the proposal is included in the Board packet for the 2026 I/I Abatement and includes the list of streets for the investigation. He noted that we applied and were awarded a grant from EPA in the amount of $320,000 with TOFA being responsible for the remaining $80,000. Ms. Powers asked Mr. Bulicki what the $60,000 is for. Mr. Bulicki responded that is for the cost of the proposal for RVE. Mr. Kim added that RVE will be managing the project as well as designing it and overseeing it.

Ms. Powers made a motion to approve consideration of the 2026 I/I Abatement proposal. Mr. Hartzel seconded the motion.

Poll of the Board:

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

Motion Carried 3-0

Mr. Levin stated that he just received word that Chairman Goodwin gave his resignation as recommended by the Township Board effective immediately.

Mr. Levin reported on some of the recommendations that were made by Russ Sacco through the investigation. He noted that Mr. Sacco stated that the December meeting votes during the Executive Session need to be publicly ratified in the public meeting for the pay increases for the administrative staff as well as for the Executive Director. He also noted the same for the vacation buy-back but since it has already been implemented no real action is required.

Mr. Levin noted that the investigation stated that the Executive session should not take place without the Solicitor, which has already been corrected. Mr. Levin noted that the law does not require the Solicitor to be present. He also noted that the report stated that the Executive session should not be held to preview the deliberation for public meeting and there should be transparency of discussions excluding litigation matters, workers comp, property purchasing/selling and a full list that is included in the memo. Mr. Levin stated that the Authority should adopt a conflict-of-interest policy consistent with the PA Ethics Act and Mr. Levin stated he should have something for next meeting, September at the latest. Mr. Levin noted that the report also stated there should be an employment agreement for the Executive Director. Mr. Levin stated that maybe a formal session could be scheduled to discuss the essential terms. He also stated that it recommends a written policy for administrative staff to include policies, procedures, salaries and vacation, similar to what the union has, and he noted he can assist the Board with this. Mr. Levin proceeded that it also stated there should be an organizational structure with job descriptions in the employee handbook to include hiring and firing policies. He noted that it states the Board should not be involved with the day-to-day operations. He noted that seasonal employees' positions should be advertised, which has been implemented. Mr. Levin noted that it also recommends that there be a budget committee to focus on Board's priorities and direction.

Mr. Levin stated that the only thing left is to ratify the administrative staff increases as well as Mr. Kim's to reflect the publicly passed budget as well as the buy back.

Ms. Powers made a motion to ratify the administrative staff as well as the Executive Director's pay increases as reflected in the 2026 budget that was passed in December 2025. Mr. Hartzell seconded the motion.

Poll of the Board:

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

Motion Carried 3-0

Ms. Powers made a motion to ratify the vacation buyback which was implemented in December 2025. Mr. Hartzell seconded the motion.

Poll of the Board:

Ms. Powers	Yes
Ms. Striluk	Yes

Mr. Hartzell Yes

Mr. Beier Absent

Motion Carried 3-0

Mr. Kim stated that the only pending issue is the administrative staff's vacation balance and how it will be handled in the future. He noted that it is not included in the 2026 budget. Mr. Levin stated that it will be included in the administrative policy. Ms. Striluk stated she believed it was decided that there would be no more buyback for anyone moving forward. Mr. Kim stated that he was given a private directive that he would be allowed to get paid out some. Mr. Levin stated that private directives are different than what we did here by ratifying the buyback for 2025 time off. Mr. Kim stated that the union was cleared up but he was told up to 20 days buyback for the administrative staff, however this still left a balance in addition to the time given in 2026. Mr. Kim stated he was told if the admin staff does not use it they would lose it come 2026. Mr. Levin asked if it was prior practice to carry over unused time. Mr. Kim stated it was. Ms. Powers asked if there was a specific amount of time such as one week or two weeks. Mr. Kim stated that in the union contract it states up to 5 days' vacation time, personal days are silent and sick time can be carried. Ms. Powers stated that personal is use it or lose it and we know about the sick time. Ms. Striluk stated that the administrative staff should not be following the union contract. Ms. Powers stated that the admin staff should not be following the union contract since they do not pay union dues. Mr. Levin stated this will all be included in the administrative staff policy. Mr. Ryba stated that this is just how it has always been done in the past. Mr. Levin clarified that this was just past practice to his understanding. Ms. Striluk suggested this be tabled at this time and they will follow the recommendations made by Mr. Sacco. Mr. Hartzell agreed.

<u>Questions on Bill List</u>

No questions.

<u>Bills for Payment</u>

Ms. Powers made a motion to pay the bills in the amount of $1,121,481.63. Mr. Hartzell seconded the motion.

Poll of the Board:

Ms. Powers Yes

Ms. Striluk Yes

Mr. Hartzell Yes

Mr. Beier Absent

Motion Carried 3-0

<u>Board Comment</u>

Ms. Powers – Ms. Powers had no comment.

Mr. Hartzell – Mr. Hartzell had no comment.

Ms. Striluk – Ms. Strulik had no comment.

Adjournment

Ms. Striluk suggested a motion be made to adjourn the meeting at 8:01 p.m. She noted that the next monthly Board meeting will be held Wednesday, August 26, 2026, at 7:00 p.m. The Board was unanimously in favor.