

TOWNSHIP OF FALLS AUTHORITY

REGULAR MEETING

August 24, 2016

The regular monthly meeting of the Township of Falls Authority Board of Directors was held on Wednesday, August 24, 2016, in the Board Room at 557 Lincoln Highway, Fairless Hills, PA, at 7:00 P.M.

Salute to the Flag

Roll Call – Anthony Rosso, Chairperson, James Goodwin, Vice Chairperson, Brian Binney, Secretary, William Beier, Treasurer present, Thomas Miles, Assistant Secretary/Treasurer were present. Edward Zanine, Authority Solicitor, Vanessa Nedrick, Authority Engineer, Timothy Hartman, Executive Director, John Ryba, Operations Manager, Eddi Miller, Business Manager, Megan O’Neill, Deputy Business Manager and Tammy McAnulty, Recording Secretary, were also present.

Solicitor’s Report on the Executive Session – Mr. Zanine reported the Executive Session prior to the meeting consisted of personnel matters and litigation matters involving Bucks County Water & Sewer Authority.

Approve Meeting Minutes for July 27, 2016 – Mr. Rosso made a motion to approve the July 27, 2016 minutes. Mr. Beier seconded the motion.

Poll of the Board:

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

Mr. Goodwin Yes

Mr. Rosso Yes

Motion Carried 5-0.

Public Comment – No one signed up for Public Comment.

Solicitor's Report – Mr. Zanine discussed the terms of the settlement agreement between Bucks County Water & Sewer and TOFA including establishing an escrow account of \$50,000.00 for a one-year term, with annual extensions if money is not spent. This settlement resolves any surcharge claims up to and including January of this year. Mr. Hartman stated that the escrow monies will also be used to identify the sources of excessive Biological Oxygen Demand and Total Suspended Solids.

Mr. Beiers made a motion to approve the agreement and Mr. Goodwin seconded the motion.

Poll of the Board:

Mr. Miles Yes

Mr. Beier Yes

Mr. Binney Yes

Mr. Goodwin Yes

Mr. Rosso Yes

Motion Carried 5-0.

Engineer's Report –

New Falls Pilot Program- Ms. Nedrick stated that the PA DEP issued an extension until October 15, 2016. The pilot study was originally up in August but TOFA requested an extension so it could determine whether the chemical additive was working to reduce iron levels.

2016 Water Main Cleaning and Lining Project – Ms. Nedrick reported that the lining project is going smoothly. Ms. Nedrick requested approval of two change orders. Change Order #1 in the amount of \$10,080.00 was for the substitution of new pipe for lined pipe for the connections between the main and all the fire hydrants. Originally the contract stipulated lining, however the Contractor suggested new pipe instead of lining at a negotiated higher price. Mr. Ryba stated that he and Mr. Hartman supported the substitution to obtain new pipe for the negotiated increase.

Mr. Rosso made a motion to approve Change Order #1 in the amount of \$10,080.00 to replace the pipe that runs from the water main to the hydrants. Mr. Beier seconded the motion.

Poll of the Board:

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

Ms. Nedrick also requested a change to Requisition #24 for payment to J. Creamer Fletcher for \$598,449.40 with \$12,805.60 for retainage. Ms. Nedrick stated that handicap ramps are still needed and all affected customers should be back on the

primary water supply by the middle of next week.

Mr. Beier made a motion to pay J. Creamer Fletcher \$598,449.40 with a retainage of \$12,805.60. Mr. Rosso seconded the motion.

Poll of the Board:

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

Motion carried 5-0

Austin Tank Evaluation/Cabot Diesel Standpipe Evaluation – Ms. Nedrick was directed last month to go through the Pittsburgh Tank estimate spreadsheet for comparison. She stated Southern Corrosion provided the lowest cost estimate with the exception of the Austin tank. Ms. Nedrick made the recommendation to put out to bid. Mr. Hartman and Mr. Ryba are impressed with the work Southern Corrosion has done on the Penn Warner tank. Mr. Binney stated that Collingswood needs a decision to be made now. Mr. Rosso asked if we could go with Southern Corrosion on the two lower priced jobs and Pittsburgh for the other. Mr. Rosso also asked how much was budgeted for the tanks. Mr. Hartman stated only Collingswood is in the budget.

Mr. Rosso made a motion to award the contract repairs for the ten-year period 2016-2025 for Collingswood Tank to Southern Corrosion. The dollar amount is not to exceed \$343,836.00 for the ten year period. Mr. Miles seconded the motion.

Poll of the Board:

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

TOFA Building Center Space Fit Out – Ms. Nedrick stated that she has met with the staff and discussed some of their needs for the space. She stated she should have plans for review shortly.

Portable Pump- Ms. Nedrick stated she received three bids July 5, 2016 with the Intent to Award the bid to Saunder Power Equipment Company. A thirty-day period is required before formally awarding the bid to Saunder for \$36,247.00.

Mr. Rosso made a motion to approve the bid for Saunder Power Equipment Company for \$36,247.00. Mr. Binney seconded the motion.

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

Motion Carried 5-0

Grant Update- Ms. Nedrick stated she will be preparing two requests. One will be for the immediate needs for water and one will be for the sewer needs. The

deadline is October 31, 2016 with a decision hopefully by the end of the year.

Executive Director's Report -

Mr. Hartman stated that he had three requisitions for approval. Requisition #24-1s to close out the old Construction Fund \$425,223.01 with Univest. This amount would be applied to the J. Fletcher Creamer payment.

Mr. Binney made motion to approve closing the old Construction Fund. Mr. Beier seconded the motion.

Poll of the Board:

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

#2016-01 Requisition for \$173,226.39 to Univest Bank & Trust and Requisition #2 \$173,226.39 to Phoenixville National Bank & Trust is to pay the remainder of the J. Fletcher Creamer bill from the 2016 loan.

Mr. Beier made motion to pay Requisition 2016-1 in the amount of \$173,226.39 to Univest and Requisition #2 in the amount of \$173,226.39 to Phoenixville. Mr. Rosso seconded the motion.

Poll of the Board:

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

Motion Carried 5-0

3- Mr. Hartman presented Requisition #RF-3 to Univest for the quarterly operating funds from July 1, 2016 to September 30, 2016 in the amount of \$2,856,419.00.

Mr. Beier made a motion to approve Requisition #RF-3, to Univest in the amount of \$2,856,419.00, for the Quarterly Operating Funds. Mr. Rosso seconded the motion.

Poll of the Board:

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

Motion Carried 5-0

Mr. Hartman discussed the management health plan which needs to go in effect September 1, 2016. He recommended the Board approve Personal Choice PPO Gold that we currently use along with the HSA card to cover the deductible of \$1700.00 for single and \$3400.00 for family.

Mr. Rosso made the motion to accept the healthcare plan of the Personal Choice PPO Gold with the HSA card of \$1700.00 for single and \$3400.00 for family. Mr. Beier seconded the motion.

Poll of the Board:

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

Motion Carried 4-0

Mr. Hartman, Mr. Ryba, Ms. Miller, Ms. O'Neill as well as the Engineers have worked on the 2016 Budget that has been amended to include the 2016 loan expenses. They will re-format the Budget to breakout the Capital Improvements as requested. Any changes or modifications that the Board approves will be made.

Mr. Hartman stated that he and Mr. Ryba have seen various demonstrations of sewer inspection cameras. They also considered a portable camera that could go on any truck that costs about \$50,000.00. They are waiting for Aires/Golden to provide quotes on various packages. Mr. Binney asked if a camera is needed in all of our projects other than I/I. Mr. Rosso stated he likes the idea of a camera and he thinks there would be a long-term return on investment. Mr. Rosso requested that Mr. Ryba get prices on the cost to have a company come out with a camera to determine if it is cheaper to hire someone or for TOFA staff to operate its own equipment.

Mr. Ryba stated that Friday, August 26, 2016 ends the summer help program. He stated the stations look great. John Palmer and Keith Summerville have worked with the summer temps to make the program a success. One summer temp acted as crew leader, he was a hard worker. Mr. Ryba suggested to Mr. Hartman that TOFA should keep him on for another two months, since there is more work to be done. Mr. Goodwin stated that he is summer help only. He added that if an additional full-time employee is needed, it should be addressed. Mr. Rosso stated that personnel issues may not be discussed publicly.

Mr. Ryba discussed the water main break located near the ramp of Route 13. He said the break affected Fallsington and Morrisville areas and that the main had a blow out at the mechanical joints. Most of the affected residents were back online within hours with the exception of 3 commercial properties. Mr. Ryba also mentioned another water main break at St. Francis Cabrini Church during the same period. Bucks County Water & Sewer Authority assisted on both breaks.

Mr. Ryba also discussed the hydrant that is in front of Amatos restaurant. He stated a new location has been selected in the grassy area in front of the Remax. Falls Township Fire Marshall, Rich Dippolitto has given the okay on the location. Staff is now just waiting on Penndot to approve the road opening permit.

Mr. Ryba discussed the force main break near the Headley Lift Station that required him to contact Seifert Commercial Contracting. Seifert was onsite in 30 minutes. Mr. Hartman and Mr. Ryba conducted a conference call with Bucks County Water & Sewer Authority (BCWSA) to discuss their capabilities for responding to emergency calls for future incidents. BCWSA could not have mobilized in thirty minutes.

Mr. Hartman stated that he sent out an amended budget that included the repairs to the flush truck among other expenses. Mr. Rosso stated we need to keep up

with the repairs which will help equipment to last longer.

Mr. Ryba stated the new meters with Kampstrupt are not installed yet. He is hoping to place all twenty meters in one area.

Mr. Ryba discussed the checklist and standard operating procedures he developed for the field staff. Copies were distributed to the Board for review.

Mr. Hartman discussed the highlighted items on the budget that show increases. He will work on a revised copy for the next meeting. Any items like the backhoe or the labor for the grant work has been added.

Review of Bill List – Mr. Beier made a motion to approve the bill list for July 27, 2016, in the amount \$578,310.65. Mr. Rosso seconded the motion.

Poll of the Board:

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

Motion Carried 5-0.

Board Comment –

Mr. Miles asked if we ever got any shelving from Sports Authority. Mr. Ryba stated staff will continue to search for discounted materials. Mr. Miles also asked how much water we lost during the project. Mr. Ryba said the lining project was much more involved than anticipated and we should consider and compare pipe replacement for future projects.

Mr. Binney no comment

Mr. Beier noted on the proposed budget for 2017 page 3 item 3195 the interest we are paying on the bond is \$1,246,786.00. He cited a newspaper article that reported Middletown will refinance a 2011 bond issue at a lower rate of 2%. He stated he was aware of the TOFA financial adviser's opinion that TOFA could not refinance its 2011 bond issue yet, but questioned how Middletown was able to do it. Mr. Hartman stated that we cannot do anything until 2021 but he will double check.

Mr. Goodwin stated once you have the 2017 budget ironed out we should have a budget meeting prior to the meeting to discuss. He also stated that he would like to see the rates held and not increased. Mr. Rosso stated that he feels an increase is necessary but the Board will discuss.

Mr. Rosso no comment

Adjournment – Mr. Rosso made the motion to adjourn the meeting at 8:49 PM. Mr. Binney seconded the motion. All were in favor.

Township of Falls Authority Executive Director's Report August 24, 2016 (Updates are in Boldface)

1. CAPITAL IMPROVEMENT FINANCING

At its April 4, 2016, public meeting, the Falls Township Board of Supervisors unanimously voted to guaranty TOFA's \$3,026,000 loan from Phoenixville Federal Bank & Trust. In accordance with Pennsylvania's Local Government Unit Debt Act, the TOFA Engineer has prepared, signed and submitted a Self-Liquidating Debt Report. TOFA Bond Counsel will attend the April 27 Board meeting to obtain Board member signatures on various loan related documents. We are still on track to close on May 4 per the financing schedule. The loan closing took place as scheduled on May 4. Per the TOFA Board's direction, only the closing fees of \$75,213.19 were drawn on the loan.

2. TOFA SEWAGE FLOW DIVERSION

TOFA staff and Engineer met with Lower Bucks County Joint Municipal Authority (LBCJMA) Executive Director Vijay Rajput on April 12. Although Dr. Rajput believes the LBCJMA can accept an additional 500,000 gallons per day of flow from TOFA, he does not want to receive it directly from the Neshaminy interceptor out of concern for LBCJMA plant upsetments primarily due to grease. Instead, he would prefer that the TOFA flow be directed to LBCJMA from residential neighborhoods. Also, initially, Dr. Rajput would like to receive additional TOFA flows on a trial basis. More on this topic will be contained in the Engineers Flow Diversion Study.

A meeting was held between LBCJMA and TOFA staff on Thursday, June 25, to discuss Flow diversion among other topics. The LBCJMA Executive Director would still prefer that diverted flows come from residential neighborhoods and maintained that the rates could not be lower for TOFA than those charged to BCWSA who also uses the sewage conveyance system as well as the treatment plant. We did discuss the reopening of the diversion chamber for use on an emergency basis by both LBCJMA and TOFA. The LBCJMA would like to continue its review of the Engineer's Diversion Study and get back to TOFA. A follow-up meeting with LBCJMA will be requested to begin work on new agreements and possibly flow diversion.

3. PERSONNEL MATTERS

Summer Help - Most of the summer hires who responded to the TOFA posting on the Pennsbury website began working on Monday, June 20. In general, they are working out quite well and getting a lot done at the stations. Caution is being taken with the potential effects of the heat and the temporary

help has been released early on days when the heat and humidity have been extreme. **Only three of the seven summer hires remain in TOFA's employ.**

Management Health Plans – Vaughn Insurance visited the office to present a comparative analysis of various health plans to replace the one TOFA currently offers to management staff. The deadline for plan selection is the last week in August since the start date will be September 1. A matrix comparison of various health plans will be provided to the Board once requested changes are made. Vaughn Insurance will make a presentation to the Board on the July 27 at 6:00 p.m. prior to the Board meeting. **An AdHoc committee consisting of the TOFA chair and Executive Director has twice met with Vaughn Insurance agents to review and compare plans. A recommendation will be made on August 24th to the Board.**

4. WATER QUALITY INVESTIGATIONS

- a. The Operations Manager and Executive Director have reached out to Don Detweiler of the PADEP to ascertain the consequences of the NOV for Iron exceedances. We were told that the consequences depend on the results of the water main lining project and the anti-corrosive boosting project. Don has asked for residential sampling results since January 12. TOFA will, of course, comply.
- b. As soon as the signed contracts are received from J. Fletcher Creamer and Sons for the water main lining project, a public meeting will be arranged to inform customers of the project scope and schedule and what they can expect. A pre-construction meeting with the contractor was held on May 6 and a public information meeting was held on the evening of May 19. The contractor, J. Fletcher Creamer & Son (JFC) has mobilized and has positioned equipment and materials in the TOFA parking lot. JFC has also begun to mark pits and to lay out the temporary water supply lines. Some customers in the project area are now on the temporary water supply with water main cleaning and lining about to get underway.
- c. The Operations Manager will update the Board on the most recent actions in response to the PADEP NOV stemming from reported 4th quarter 2015 sample results. The Engineer has also provided a report on actions to be taken to mitigate water quality issues associated with the violation. The required Public Notice was mailed to every TOFA water customer resulted in very few phone calls. These were expertly handled by John Ryba. A meeting with PADEP in Norristown to discuss drinking water quality issues is scheduled for July 28. **The TOFA Engineer, Operations Manager and Executive Director met with the PADEP as planned resulting in guidance for a TOFA mitigation plan which has been developed and provided to PADEP.**

5. HOMESERVE USA PARTNERSHIP

Quarterly statistics on the success of the HomeServe USA partnership are being forwarded to the Board as they are received. Home Serve is pleased with the TOFA customer response.

6. NESHAMINY INTERCEPTOR SUPPLEMENTAL AGREEMENT AND BUCKS COUNTY WATER AND SEWER AUTHORITY (BCWSA) ISSUES

Surcharge Lawsuit – The TOFA Executive Director met with the BCWSA management on December 9 at its invitation where a settlement to the surcharge lawsuit was discussed involving a joint effort by BCWSA and TOFA to reduce biological oxygen demand (BOD) and total suspended solids (TSS) in the TOFA sewage flow. The BCWSA Board has informally approved the settlement and its Solicitor has drafted a settlement agreement for TOFA review. The TOFA Board has authorized the Solicitor and Executive Director to continue working toward a settlement agreement with certain protective clarifications made to the BCWSA draft agreement. The Solicitor, Engineer and Executive Director are working on a response to the most recent BCWSA changes. **A negotiated settlement agreement will be presented to the TOFA Board for execution on August 24th.**

Permanent Flow Metering - The sewage flow meter approved for purchase by the Board at its June 24, 2015, has been installed and data is being collected. The plan is to monitor flows from TOFA's Queen Anne Interceptor into the BCWSA's Neshaminy Interceptor to compare with BCWSA reported flows to assure billing by the BCWSA is commensurate with TOFA flows. The TOFA collected data do not indicate overcharging by BCWSA.

Mandated Agreement with BCWSA (Mid-January, 2016 deadline) – With input from the Authority Engineer, the Authority Solicitor has developed a draft agreement for TOFA and Falls Township. Per the August 18, 2015, meeting with Falls Township representatives, the TOFA Solicitor will request comments on the draft from Falls Township before submitting the draft to BCWSA for review. The October 1 deadline was not met. No comments on the draft have been forthcoming from Falls Township. A new deadline of January 15, 2016, was set by the PADEP for execution of the agreement. No agreement has yet been signed and forwarded by either TOFA or Falls Township.

A technical meeting was held on November 12 at the PADEP Southeast Regional Office to discuss BCWSA's recent revision to its Neshaminy Interceptor Evaluation. The TOFA Engineer and Executive director attended this meeting where additional comments were received by BCWSA. TOFA staff had requested that Falls Township also participate in the meeting. The TOFA Executive Director and Engineer attended another technical session convened by the PADEP at the BCWSA office on December 14. At that meeting, the PADEP Regional Manager made it clear that 2016 connections would be withheld from any municipality that was not making significant progress by mid-January toward executing a supplemental agreement with BCWSA. Following the meeting, PADEP indicated it would support removing Falls Township as a signatory to the supplemental agreement. An amended agreement has not been sent to TOFA.

BCWSA and PADEP are not releasing TOFA's 2016 connections. PADEP has offered to act as intermediary between TOFA and BCWSA to resolve outstanding issues. Other municipalities have taken PADEP on this offer. Results are pending. **TOFA has accepted a PADEP offer to facilitate an agreement with BCWSA. A general meeting among PADEP, BCWSA and the tributary organizations is scheduled for September 8.**

7. MORRISVILLE MUNICIPAL AUTHORITY (MMA)

The MMA will likely be required by PADEP to upgrade and expand its waste water treatment plant (WWTP) or to replace it. In either case MMA is desirous of receiving much greater flows from TOFA. MMA has indicated it is interested in a Falls Township site for the replacement

option. The TOFA Executive Director and Engineer will keep the Board apprised of developments.

8. TOFA BUILDING SPACE RENTAL

The Board has approved a one-year listing agreement with Heritage Homes Realty and its broker Dick Trimble to lease approximately 2,500 sq. ft. of its building at 557 Lincoln Highway. Mr. Trimble has recommended that a fire wall be constructed to separate the lease space from TOFA operations and that other, mostly cosmetic, improvements be made. To that end, five quotes were obtained from area contractors.

A Falls Township permit will be required to build the non-load-bearing wall segregating the rental space. The TOFA Engineer has been tasked with developing the permit application and estimating the cost to determine whether the work to construct the wall needs to be bid. To the end engineering staff visited the TOFA office on March 30 along with a Falls Township code official. A cost estimate and bid determination will be forthcoming from the TOFA Engineer. The Board has directed staff to assess its space needs to see if the center space could be used to satisfy those needs. The Operations Manager, Foreman and Executive Director have met and determined that the center space could be put to use for workshops, storage, a kitchen and possibly the expansion/relocation of the operations staff locker room and an office for the Foreman. Heritage Homes Realty continues to solicit the center space for rental.

Heritage Homes Realty has been released from its agreement. RVB is drafting a space utilization plan.

9. WATER STORAGE TANK MAINTENANCE

A separate report and recommendation on water storage tank maintenance has been prepared and submitted to the TOFA Board of Directors. Essentially the report recommends bidding out the minor repairs identified by the TOFA Engineer for the Austin and Cabot tanks along with the comprehensive work on the Collingswood tank identified in the 2015 assessment performed by Southern Corrosion, Inc.

The Board has directed the Engineer to solicit quotes for the water tank management/maintenance contract with annual payments.

10. TAPPING FEES AND ESCROW ISSUES

Periodic Tapping Fees Study/Calculations – The TOFA Board has decided to consider authorizing a Tapping Fees Study after the dedication of certain ongoing projects' assets; e.g., MarMar and Freeman's Farm. The proposed cost of the study submitted by the TOFA Engineer is \$6,900.00.

Property Use Change Audits – After consultation with the TOFA Engineer, I understand that the Aria Health physical therapy operation resulting from the Auto Zone subdivision will likely require the purchase one additional water and sewer EDU. The Rally House store in the Goldenberg complex is a similar usage to the previous tenant and will not require additional EDUs. Staff has begun to monitor the water usage at Crunch Fitness. Additionally, the entire Goldenberg Complex water usage has increased since a new TOFA water meter was installed earlier this year. It is too early to tell whether all of the increase is attributable to Crunch Fitness. In early spring 2016, TOFA will have one year's worth of data from the new complex water meter. At that time, the data will be evaluated and the need for additional tapping fees determined.

11. DEVELOPER AGREEMENT REVISION

The TOFA Solicitor has circulated a revised Developers Agreement for comment. Comments have been provided by the Authority Engineer and Executive Director. Staff will present these changes to the Board for approval at a future Board meeting. The mechanism for maintaining sufficient escrow funds should be revisited.

12. TOFA RULES AND REGULATIONS UPDATE AND CONSOLIDATION

The plan for this assignment is to begin with the Developers Agreement and then expand that effort to all rules and regulations dealing with developers and development projects. Then staff and consulting staff will assess and prioritize the remaining rules and regulations areas. This task will be undertaken in 2016. The Executive director will coordinate this effort with management and consulting staff.

13. CONTRACTOR SERVICES AGREEMENT – BCWSA

The three-year discretionary Contractor Services Agreement between TOFA and the BCWSA has been executed. BCWSA has recently successfully completed a very sensitive fire hydrant and valve project on Cabot Blvd. under budget. BCWSA has also replaced two fire hydrants on Beaumont Rd. in support of the two water main cleaning pilots and has excavated the pit for the December 9-10 Hyper-Flush pilot. On Saturday, December 12, 2015, a BCWSA crew replaced a leaking valve at Queen Anne Blvd. and Warwick Rd. and, since then, has also responded to assistance on water main leaks TOFA expects to continue to exercise the agreement through 2016. BCWSA continues to support the TOFA staff in preparation for the water main lining project by excavating and repairing faulty curb boxes identified by TOFA staff. **Staff has requested that BCWSA describe its evening, weekend and holiday response capabilities and reconfirm or update its rates.**

14. SAFETY

As the result of staff feedback, the safety committee is moving forward with the following items:

- The purchase of a shelter for a lift station control panel. The shelter has been received but not yet installed. - PENDING
- The purchase of reflective rain gear. – COMPLETED
- The replacement of the stair case inside the Bargain City lift station. – COMPLETED
- The improvement of the entranceway steps at three stations. – PENDING.
- Railing for Rock Run generator porch. – COMPLETED
- The replacement of the interior staircase at the Bargain City Lift Station. – COMPLETED
- Reflective tee shirts for warmer weather – PENDING
- Respirators for chemical mixing – COMPLETED
- Sodium Hypochlorite warning signs for chemical storage areas – PENDING
- Purchase and distribution of HI-VIZ tee shirts and vests – COMPLETED
- Exploration of GPS vehicle tracking for safety and productivity - PENDING

TOFA has received a grant of \$3,000.00 to the Delaware Valley Insurance Trust (DVIT) for the partial reimbursement of these completed projects. A new two-year grant cycle will begin in January, 2016. **Staff will notify DVIT of its intent to file a grant application.**

In-house safety training sessions have been conducted covering various topics of eye and foot protection, first aid – initial response and hazard recognition and control. The last videos covered Office Safety and Ladder Precautions. **DVIT continues to provide additional videos for**

TOFA's regular safety meetings. DVIT conducted its annual visit to TOFA on August 18. A separate report will be provided to the Board.

15. SECURITY

The installation of eight surveillance (four inside and four outside) cameras is complete. The two most recent additional cameras cover the Board room and the service vehicle parking area. Access by operational personnel to the administrative portion of the building has been reduced by moving the work assignments pickup location including the One-Call printer to the kitchen. A work station for the Foreman has also been established in the kitchen area.

16. TOFA VEHICLE FUEL PROVIDER CHANGE (WAWA)

TOFA vehicle operators have been issued the Wawa cards and have been using them for nearly three months. Staff has noted a significant decrease to same period in 2014. The largest portion of this decrease is probably due to lower gasoline prices, but the change in vendors has also lowered TOFA's fuel costs. TOFA's gasoline purchase costs in 2015 were \$16,219 compared to \$25,762 in 2014 – a \$9,543 or a 37% reduction. We will assess the savings later this summer after a full year.

17. WIRELESS INFRASTRUCTURE LEASES

Towerpoint – Staff has begun discussions with another cell antenna lease company and is developing information so that Towerpoint can submit proposal options.

Crown castle - The staff and Board have provided comments on Crown Castle's initial valuation and lease purchase proposal options. Crown Castle had asked for additional information to develop a revised valuation and proposal. Staff has provided that information and a new valuation proposal has been received and is under review.

At the November 18 Board meeting, staff recommended not to contract with either company, and especially not for the monthly payment options.

In March of this year, Towerpoint advised that cellular service carriers were contacting tower space lessors attempting to lower lease payments by threatening to remove equipment. This was confirmed by contacts at Aqua America. Aqua has opted not to respond to these pressure tactics and reports that cellular companies have, as of yet, not removed any equipment because of Aqua's refusal to lower lease payments.

18. ULTRASONIC WATER METERS

As a follow-up to an earlier email to the Board on this topic, staff continues its due diligence with regard to other organizations experiences with this technology. Most notably, the Washington (DC) Suburban Sanitary Commission (WSSC) is two months into an exhaustive test of the Kamstrup meters. So far the performance indicators are positive. The WSSC system has approximately 450,000 accounts and operates its own meter laboratory. The WSSC will not allow bids with meters it has not tested first. TOFA's own bench testing has shown the capture of greater water flow by the Kamstrup meters than by the Neptune meters. The Operations Manager will provide the data. **The Board approved a 20-meter ultrasonic technology pilot. The meters have been received and will be installed in customer homes in the September-October, 2016 timeframe.**

The TOFA Board staff has authorized staff to purchase the 20-meter Kamstrup ultrasonic starter kit with software to determine the durability and added value of the plastic ultrasonic meters in the field.

19. CAPITAL EQUIPMENT

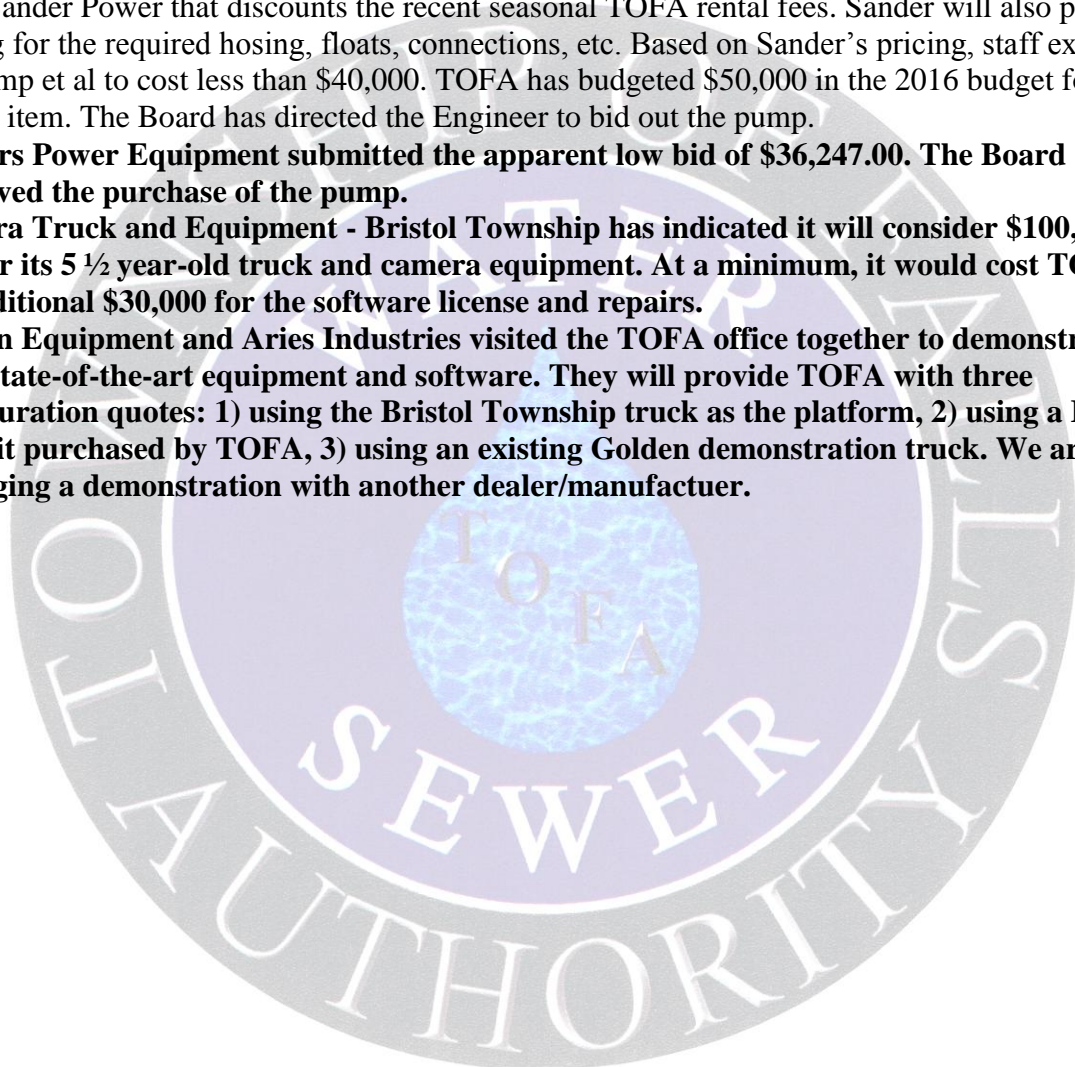
Backhoe/Loader– The Operations Manager and/or the Executive Director have visited four backhoe dealerships representing Kubota, JCB and CAT and Case manufacturers. All offer similar size models of varying quality and applicability through the PA COSTARS buying program with prices ranging from \$67,000 to \$92,000. John Ryba and I believe the JCB 3 CX compact backhoe at \$77,400 best meets TOFA’s needs. Already this year TOFA has paid out nearly \$35,000 for emergency repairs it could have performed itself. **With Board approval, the JCB 3CX compact backhoe has been purchased, staff training conducted and the backhoe is in use. Eleven curbstops have been repaired using the new backhoe.**

Portable Pump – The Gorman Rupp 4 inch diesel portable pump introduced to the Board previously via email is not available through COSTARS and will need to be bid. We have a price from Sander Power that discounts the recent seasonal TOFA rental fees. Sander will also provide pricing for the required hosing, floats, connections, etc. Based on Sander’s pricing, staff expects the pump et al to cost less than \$40,000. TOFA has budgeted \$50,000 in the 2016 budget for this capital item. The Board has directed the Engineer to bid out the pump.

Sanders Power Equipment submitted the apparent low bid of \$36,247.00. The Board approved the purchase of the pump.

Camera Truck and Equipment - Bristol Township has indicated it will consider \$100,000 offer for its 5 ½ year-old truck and camera equipment. At a minimum, it would cost TOFA an additional \$30,000 for the software license and repairs.

Golden Equipment and Aries Industries visited the TOFA office together to demonstrate their state-of-the-art equipment and software. They will provide TOFA with three configuration quotes: 1) using the Bristol Township truck as the platform, 2) using a Ford Transit purchased by TOFA, 3) using an existing Golden demonstration truck. We are also arranging a demonstration with another dealer/manufactuer.



TOWNSHIP OF FALLS AUTHORITY

Engineering Status

August 24, 2016

Current Business:

- 1) **Chatham Water Investigation/New Falls Road Pilot Study:** TOFA Staff continues to test residential properties along Chatham Road, Beaumont Road, and Auburn Road for iron to check water quality. The Zinc Polyphosphate Injection System at the New Falls Road Interconnect has been online for a little 60 days. Sampling at the interconnection and at testing sites in the distribution system show that iron levels are decreasing. Sampling continues at residential locations and interconnections. Meeting with DEP is scheduled for July 28, 2016. **RVB requested pilot study extension to perform final sampling, evaluation, and report. DEP extended Pilot Study until October 15, 2016.**
- 2) **2016 Water Main Cleaning and Lining Project:** Board formally awarded the project to J. Fletcher Creamer & Sons on March 30, 2016 in the amount of \$813,800.00. Project will address the cleaning and lining of water mains along the 600 and 700 Blocks of Auburn, Beaumont, and Chatham Roads, and Dunedin Road between Trenton Road and Chatham Road. RVB forwarded contracts to Authority for execution. RVB held preconstruction meeting on May 6, 2016. Information session with the residents was held on May 19, 2016. Township approved the waiver of Road Opening Permit fee. Construction began on June 13, 2016. Customers will be re-introduced to the system starting August 22, 2016. **Recommend payment of Change Order #1 in the amount of \$10,080.00 and Certificate #2 in the amount of \$547,227.00.**
- 3) **Austin Tank Evaluation/Cabot Diesel Standpipe Evaluation:** Board directed RVB to evaluate the Austin elevated water tank and Cabot Diesel standpipe to determine the condition and outline the timeframe for improvements with costs. RVB has prepared scope of work and proposed construction schedule. Bid package has been prepared with payment plan consisting of equal annual payments. RVB is also seeking quotes from tank painting contractors. Southern Corrosion inspected both the tank and the standpipe. Report and quote are forthcoming. Pittsburgh tank provided a quote for the tank and the standpipe. **RVB requested quote for the Collingswood Tank from Pittsburgh Tank. Will discuss at meeting.**
- 4) **TOFA Building Center Space Fit Out:** Board directed RVB to design structural fit out of center space in preparation for rental. **RVB is working on completing preliminary design.**

- 5) **Portable Pump Spec:** Board directed RVB to bid out a portable pump for the Nottingham Pump Station. On July 5th, RVB opened three (3) bids: Sander Power Equipment, Xylem Dewatering Solutions, and Gayle Corporation. The apparent low bidder was Sander Power Equipment in the amount of \$36,247.00. **RVB recommends Award to Sander Power Equipment in the amount of \$36,247.00 upon the expiration of the 30 day review period on August 26, 2016.**
- 6) **PA Small Water and Sewer Grant Program:** Starting August 1st through October 31st, the State is accepting applications for the PA Small Water and Sewer Grant Program. Projects which have a total project cost of not less than \$30,000 and not more than \$500,000 and involve the construction, improvement, expansion, repair or rehabilitation of a water supply or sanitary sewer system which is owned and maintained by a municipality or municipal authority. An eligible project also includes consolidation or regionalization of two or more water supply systems or sanitary systems which are managed or operated as an integrated system regardless of whether the system is physically connected. A 15 percent cash match of the total project cost is required. **RVB is working on the design of the immediate water improvements and sewer improvements. RVB is drafting two separate grant applications: one for the water improvements in the amount of \$456,260.00 and one for the sewer improvements in the amount of \$443,532.00**

Old Business:

- 1) **Falls Township Act 537 Plan:** Township authorized RVB to update the Township's Act 537 Plan. BCWSA Analysis of the Neshaminy Interceptor along with improvement costs must be updated in the plan. **Plan has been forwarded to DEP.**