

TOWNSHIP OF FALLS AUTHORITY

REGULAR MEETING

February 22, 2017

The regular monthly meeting of the Township of Falls Authority Board of Directors was held on Wednesday, February 22, 2017, 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 present. Edward Zanine, Authority Solicitor, Randy Flager, Authority Solicitor, Vanessa Nedrick, Authority Engineer, Timothy Hartman, Executive Director, John Ryba, Operations 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.

Approve Meeting Minutes for January 25, 2017 Meeting – Mr. Beier made a motion to approve the January 25, 2017 minutes with Mr. Zanine's amendment that the Solicitors were not present in the January 25th Executive session as well as adding Randy Flager as present to the regular meeting. 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.

Public Comment – No public comment

Solicitor's Report – Mr. Zanine had one action to discuss regarding 38 Cabot Blvd. He stated that the developer has signed the Water Service Agreement and paid the water tapping fees. He is requesting the Board approve the Water Service Agreement.

Mr. Rosso made a motion to approve the Water Service Agreement for 38 Cabot Blvd. 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.

Engineer's Report -

New Falls Pilot Study – Ms. Nedrick stated that she sent a permit application to PADEP regarding making the chemical addition system permanent. She said that the application was reviewed by PADEP and to be determined administrative complete and is now in technical review.

2016 Water Main Cleaning and Lining Project – Ms. Nedrick stated that she has not heard anything more from the contractor regarding the RVB amendments its proposed change orders. Mr. Rosso asked how much is still owed to J. Fletcher Creamer and Sons. Ms. Nedrick responded about \$60,000.00. Mr. Rosso suggested she wait until the contractor reaches out with its response.

Collingswood Tank Improvements – Ms. Nedrick informed the Board that per discussions with Southern Corrosion the tank maintenance is expected to begin this month.

Total Suspended Solid and Biological Oxygen Demand Study (TSS/BOD) – Ms. Nedrick informed the Board that RVB submitted a permit application to PADEP to install a mixer inside the Collingswood tank and RVB is waiting for approval from DEP.

2017 Infiltration and Inflow (I&I) Project – Ms. Nedrick stated that she has

submitted a proposal for the Board to approve the Design and Construction in the amount of \$43,452.00.

Mr. Binney made a motion to approve the 2017 I&I project proposal for the project and design in the amount of \$43,452.00. 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.

2017 Water Main Lining Project – Ms. Nedrick stated that she submitted to the Board for consideration the proposal for engineering services in the amount of \$94,744.00 to include handicap ramps which were not included in the first project.

Mr. Beier made a motion to approve the 2017 Water Main Lining Project engineering proposal in the amount of \$94,744.00 to include handicap ramps. 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.

Second Trenton Road Interconnection with LBCJMA – Ms. Nedrick stated that she and the Operations Manager have been coordinating with Lower Bucks on the project. She stated the project has begun and a meeting has been set-up with Authority staff and Bucks County Water and Sewer Authority (TOFA's contractor) and Lower Bucks County Joint Municipal Authority.

Emergency Water Main Repair Near Lower Morrisville – Ms. Nedrick stated that RVB has completed the project survey and will be preparing the project design.

New Falls Interconnect Generator – Ms. Nedrick submitted a proposal for the design of the New Falls Interconnector Generator. She said the design cost had been reduced to \$29,923.00 because the generator would be located outside and would not need a ventilation system.

Mr. Beier made a motion to approve the New Falls Generator project in the amount of \$29,923.00. Mr. Miles 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. Binney asked Ms. Nedrick to make sure we have the option of the color for the tank at Collingswood. He said he would prefer the new color not be brown. Ms. Nedrick said she would stipulate that the color choice would be TOFA's.

Executive Director's Report -

Vehicle Purchase - Mr. Hartman requested Board approval to purchase new shop truck from Penske GMC under the PA COSTARS program for \$54,849.

Mr. Beier made a motion to approve the purchase of a new shop truck in the amount of \$54,849.00. Mr. Binney 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.

Vehicle Sale - Mr. Hartman requested Board approval to sell Vehicle # 320, a 1999 Ford 350. He told the Board that the sale would still leave one spare vehicle.

Mr. Beier made a motion to sell vehicle #320. Mr. Miles seconded the motion.

Poll of the Board:

Mr. Miles	Yes
Mr. Beier	Yes
Mr. Binney	Yes
Mr. Goodwin	No
Mr. Rosso	Yes

Motion Carried 4-1.

Safety Equipment - Mr. Hartman advised the Board that he had purchased two Automated External Defibrillators (AEDs) and two first aid cabinets to be placed in the administrative and operations sections of the building. He added that training on the AEDs and other first aid topics would follow delivery of the AEDs and first aid cabinets.

Office Equipment - Mr. Hartman informed the Board that he is exploring ways of making the customer billing more efficient while retaining control of the process in-house. He said the addition of a paper folding, inserting and sealing machine

could provide the desired efficiency and process control and that he would report his findings to the Board.

Generator Maintenance Contract - Mr. Hartman requested Board approval of a two-year generator maintenance contract with Penn Power Systems for TOFA's ten (10) generators at a cost of \$14,842. He added that this was less than a competitor's quote for just seven (7) generators.

Mr. Beier made a motion to approve the two-year generator maintenance contract with Penn Power Systems for TOFA's ten generators at a cost of \$14,842.00. 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.

Emergency Contractor Expansion - Mr. Hartman informed the Board that he and Mr. Ryba are continuing their efforts to increase competition and lower prices on emergency repairs. He said they have garnered the interest of another local contractor and will be observing its work on a future emergency TOFA project. Mr. Hartman added that Mr. Ryba has ordered the most common valves and repair clamps as well as pipe lengths to keep on hand for emergencies.

Section 125 Cafeteria Plan Resolution - Mr. Hartman asked the Board to approve amendments to TOFA's Section 125 Cafeteria Plan by way of a resolution provided by The Harrison Group. He also asked for authorization execute and certify the plan components. Mr. Hartman told the Board, and Mr. Zanine concurred, that the Solicitor had reviewed the resolution and found it to be in order.

Mr. Rosso made a motion to approve the amendments to the TOFA's Section 125 Cafeteria Plan. 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.

Backflow Prevention and Cross-connection Control - Mr. Hartman informed the Board that he and Mr. Ryba had met with a company that would manage a backflow prevention and cross-connection control program free-of-charge to TOFA. He said he had passed the information along to the Engineer for evaluation.

Flow Monitoring - Mr. Hartman advised the Board that Bucks County Water and

Sewer Authority does not do its own flow monitoring and therefore could not assist TOFA with that part of its Infiltration and Inflow (I&I) program.

Phoenixville Federal Bank and Trust Loan - Mr. Hartman advised the Board that Phoenixville Federal Bank and Trust was interested in loaning TOFA additional funds for capital projects but that it would probably be a separate issuance at a higher rate. He said he would get more information on the interest rate.

Ten-Tear TOFA Anniversary Event - Mr. Hartman asked Ms. O'Neill to update the Board on the Ten-Year TOFA Anniversary Event. Ms. O'Neill informed the Board that invitations would be sent out shortly and the event would be a catered picnic to be held at the Fallsington Park Pavilion on Saturday, April 1, beginning at noon.

Review of Bill List – Mr. Beier made a motion to approve the bill list for January 25, 2017, in the amount \$442145.51. 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.

Mr. Binney pointed out apparent discrepancies between actual and budgeted water purchases and sewage disposal costs. Mr. Rosso requested that

staff investigate and report back. Mr. Binney also asked if we are charging the contractor for the sewer collapse and backup on Beaumont Road. Mr. Hartman stated that TOFA had not charged the contractor for the sewer collapse. Mr. Binney expressed the opinion that the sewer collapse was caused by the contractor's excavation above the sewer collapse. Ms. Nedrick indicated she could deduct the sewer repair from monies owed the contractor.

Board Comment –

Mr. Miles- No comments

Mr. Binney- Mr. Binney asked why we paid \$4,800.00 to Bucks County for curb stop repairs. Mr. Ryba responded that they were curb stops in driveway aprons and that driveway restorations were currently out of TOFA's capability range. The Board directed Mr. Ryba to obtain pricing from local contractors on this type of work. Mr. Ryba was also directed to obtain a quote for a hydraulic hammer attachment for TOFA's JCB backhoe.

Mr. Beier –Mr. Beier asked Mr. Ryba how the ultrasonic meter program was going and also thanked everyone for their efforts.

Mr. Goodwin – Mr. Goodwin mentioned that the flashing is missing on the back canopy. He said he would like it repaired.

Mr. Rosso – Mr. Rosso asked Ms. Nedrick about the grant whether there

has been any word. Ms. Nedrick said she is hoping to have information at the next meeting. He also stated he saw some of the field staff performing some of the work on the maintenance plan last week and he is pleased to see it being done. Mr. Rosso also mentioned that he would like the TOFA back parking lot cleaned up with the gravel and cold patched moved elsewhere. Mr. Rosso also requested that Mr. Hartman reach out to Pete Gray regarding utilizing their gas pump.

Adjournment – Mr. Rosso made the motion to adjourn the meeting at 7:44pm.

The logo of the Township of Falls Authority is a circular seal. The outer ring contains the text "TOWNSHIP OF FALLS" at the top and "SEWER AUTHORITY" at the bottom. The inner circle features the word "WATER" in a large, serif font, with a stylized water droplet or splash graphic below it. The background of the inner circle is a light blue color with a subtle pattern.

**Township of Falls Authority
Executive Director's Report
February 22, 2017
(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.

A loan draw down of \$173,226.39 was approved by the Board to pay a portion of a water main lining invoice. The remainder of the invoice was paid from the 2011 Construction Fund.

At the September 28, 2016 Board meeting, the Board approved a payment to the water main lining contractor J. Fletcher Creamer in the amount \$155,802.02. As a result, there remains \$2,621,758.40 of the Phoenixville Federal Bank and Trust loan amount available to TOFA for the approved projects.

2. LOWER BUCKS COUNTY JOINT MUNICIPAL AUTHORITY (LBCJMA)

A meeting between TOFA and LBCJMA was held on November 30, 2016 to further discuss the additional Vermillion Tie-in. At this meeting LBCJMA agreed to providing TOFA laboratory support. TOFA has requested from LBCJMA plans for the location of the Vermillion connection chamber so that it can submit a Highway Occupancy Permit to PennDot. **Plans for the chamber have been received, application for the PennDot Highway Occupancy Permit made and construction coordination begun.**

For 2017 the primary cooperative efforts between TOFA and LBCJMA are the second Vermillion interconnect and the renegotiation of the water and sewer service agreements.

3. PERSONNEL MATTERS

TOFA operations staff has completed an online Defensive Driving Course. An Anti-workplace bullying course has been scheduled for March 2 and an AED/First Aid course is scheduled for March 8.

4. WATER QUALITY INVESTIGATIONS

For 2017, TOFA will wrap up the water quality investigation that prompted the first lining project. The final round of sampling to confirm the problems have corrected and was provided to the PADEP along with the locations of other problem areas.

A permanent permit application for the chemical additive system to control iron has been submitted to the PADEP.

Staff will continue its efforts to keep system water fresh and control disinfection byproducts.

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

The lawsuit was settled in 2016. A \$50,000.00 escrow account has been established and a Total Suspended Solids (TSS) and Biological Oxygen Demand (BOD) study is underway.

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.

Along with Falls Township, TOFA is developing a draft Neshaminy Interceptor Supplemental Agreement with BCWSA that it will first send to PADEP and then to BCWSA. The expectation is that a negotiated agreement will lead to the release of sewer capacity in 2017. Falls Township is reviewing the latest draft compiled by the TOFA solicitor.

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.

TOFA and MMA representatives met informally on September 27 to discuss MMA options. MMA agreed to provide TOFA cost sharing estimates should TOFA decide to contribute flows to a new MMA system. **Some information has been received from MMA but not yet formally reviewed.**

8. TOFA BUILDING SPACE

The new garage door has been separated from the renovation project and quotes will be obtained through Penn Bid. The Board has directed staff to re-review the remaining renovation plans for savings. **Falls Township has shown interest in using the space while its new Township Building is under construction.**

9. WATER STORAGE TANK MAINTENANCE

On August 24, 2016 the Board approved a ten-year maintenance agreement with Southern Corrosion for the Collingswood tank.

Discussions are occurring to schedule the work with the possibility of adding a mixer to the tank early in the maintenance schedule to improve water quality. **Southern Corrosion has provided TOFA staff and Engineer with specifications and cost for a Collingswood tank mixer. In December, 2016, the TOFA Board approved the mixer addition. A permit to install the mixer is required by the PADEP and has been submitted. Work is slated to begin on the tank during the first quarter of 2017.**

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 – The Aria Health physical therapy operation resulting from the Auto Zone subdivision required the purchase of one additional water and sewer EDU with associated tapping fees which were paid. 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. The owner at 131 Lincoln Highway (Aria/AutoZone) has purchased one additional water and sewer EDU. The Crunch Fitness audit is underway and a new EDU assessment is expected shortly.

11. DEVELOPER AGREEMENT REVISION

For 2017, the Developers Agreement and Water and Sewer Services Agreements will be re-reviewed and revisions recommended as needed.

12. TOFA RULES AND REGULATIONS UPDATE AND CONSOLIDATION

The plan for this assignment in 2017 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.

13. CONTRACTOR SERVICES AGREEMENT – BCWSA

The three-year discretionary Contractor Services Agreement between TOFA and the BCWSA is now in its second year. Staff is very satisfied with the BCWSA work and pricing. Staff continues to evaluate options for the more time-sensitive repairs. **Staff continues to seek out and evaluate local water and sewer emergency repair contractors.**

14. SAFETY

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

- **The procurement of two stocked first aid cabinets. - ORDERED**
- **The procurement of two AEDs. - ORDERED**
- **The scheduling of AED and First Aid Training. - SCHEDULED**
- **Procurement of an additional eyewash station. - ORDERED**
- 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 – COMPLETED
- 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 – COMPLETED

- 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 has notified DVIT of its intent to file a grant application in 2017.
- A motor vehicle accident involving a TOFA vehicle (#316) and two TOFA employees occurred on the afternoon of September 19. Accident details were provided to the Board in a separate memo.
- **Defensive Driving Course and test - COMPLETED**

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, 2016. 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. A wide-screen camera monitor has been installed in the administrative office for added real-time security awareness. **The log-on password has been changed to block unauthorized access.**

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. A report was prepared for the Board comparing vehicle fuel expense for WAWA and Suburban Propane. It showed a 33.5% reduction in fuel costs for the first seven (7) months of 2016. This report will be updated to include all of 2016.

17. ULTRASONIC WATER METERS

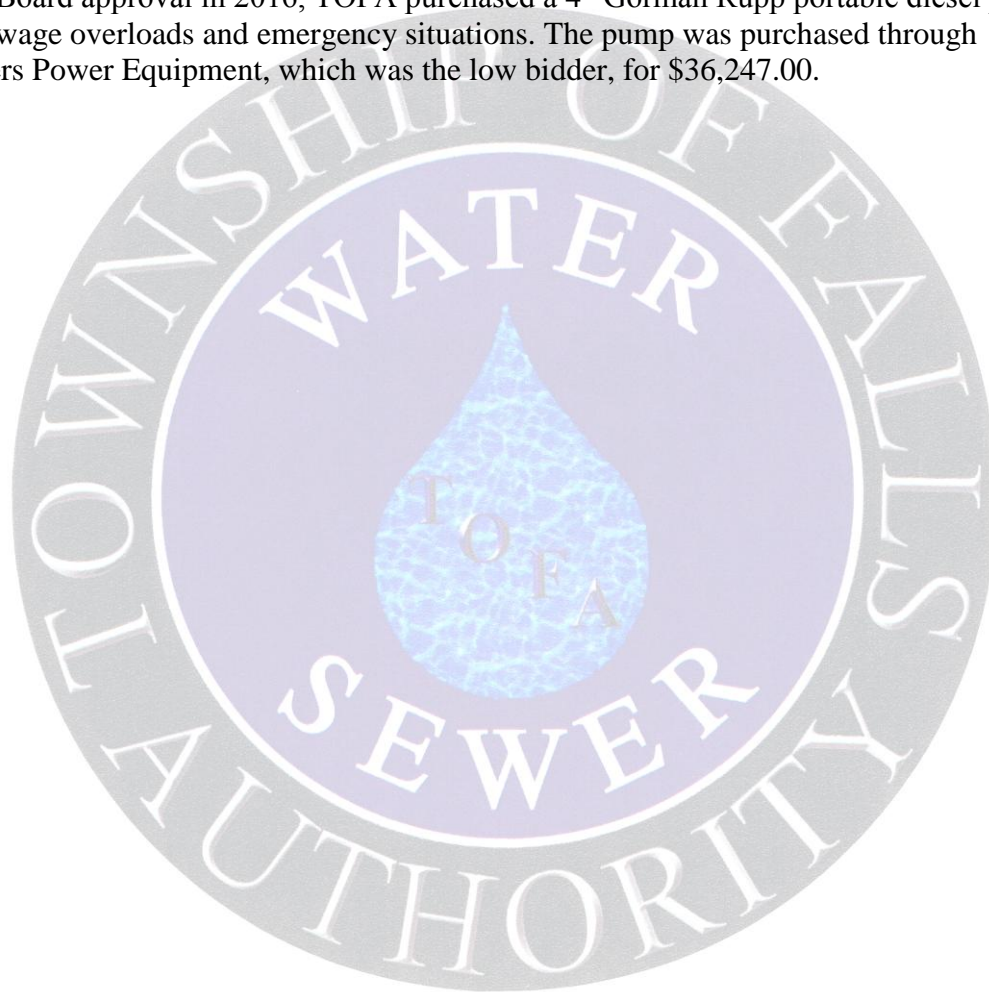
As a follow-up to an earlier email to the Board on this topic, staff continues its due diligence with regard to other organizations experiences with this technology. Most notably, the Washington (DC) Suburban Sanitary Commission (WSSC) is two months into an exhaustive test of the Kamstrup meters. So 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 has provided the data. The Board approved a 20-meter ultrasonic technology pilot. The meters were received and

were installed in customer homes in September-October, 2016. The installation of the ultrasonic meters is completed. Neptune has recently unveiled its ultrasonic bronze meter. The TOFA Board has approved the purchase and testing of 20 of these meters at a cost of \$5,120.00. **Staff is considering a random testing of existing Neptune meters to develop baseline data.**

18. CAPITAL EQUIPMENT

For 2017 staff will continue its evaluation of video equipment in an effort to identify the most useful and cost effective technology for TOFA's purposes. There are no funds budgeted for camera equipment in 2017.

With Board approval in 2016, TOFA purchased a 4" Gorman Rupp portable diesel pump for sewage overloads and emergency situations. The pump was purchased through Sanders Power Equipment, which was the low bidder, for \$36,247.00.



TOWNSHIP OF FALLS AUTHORITY

Engineering Status
February 22, 2017

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. RVB submitted permit application to DEP. DEP provided comments on permit application. **Revised permit was resubmitted. DEP issued Administrative Completeness letter. Permit is currently under technical review.**
- 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. All locations are connected to the distribution system. Friction Factor (C Factor) test exceeded the requirements of the Contract. RVB, Authority Staff and Township Engineer performed site walkthrough with Contractor to discuss paving and sidewalk restoration. A preliminary punch list was generated. Township approved the ADA ramps. Contractor remobilized to address ADA ramps, paving, and sidewalks. TOFA Staff and RVB had a status meeting with Contractor on January 19th. **Will discuss at meeting.**
- 3) **Collingswood Tank Improvements/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. Board directed staff to enter into 10-year maintenance contract with Southern Corrosion for the Collingswood Tank Improvements. The contract will be an extension of the Penn Warner Tank contract. RVB and Staff are determining when to schedule the Austin Tank and Cabot Diesel improvements. Based on interim disinfection by-product (THM and HAA5) sampling performed by the Authority at the interconnects and tanks, the THM levels are more of a concern at the tanks than HAA5 levels. RVB recommends draining the Collingswood Tank in 2017 instead of 2021 per the maintenance agreement with Southern Corrosion. This would allow the Authority to install a mixer to prevent THM violations. **Collingswood Tank work is scheduled to start this month.**

- 4) **TOFA Building Center Space Fit Out:** Board directed RVB to design structural fit out of center space in preparation for rental. Staff is reviewing the preliminary layout and construction cost estimate. RVB prepared a two-phase layout and construction schedule to allow the installation of the garage doors and associated concrete work and parking lot re-striping as Phase 1 not to exceed the 2017 budget amount of \$50,000. The locker room expansion and associated work is scheduled for Phase 2 for an estimated cost of \$156,000. Per the Board's direction, RVB revisited the design and modified the locker room expansion. Authority staff reviewed and approved the revised design. Earth Disturbance and Building Permit Applications were submitted to the Township for Phase 1 to address the installation of the garage door. RVB has solicited quotes for Phase 1. **Two quotes were received for the garage door. Quotes are enclosed. RVB recommends awarding the garage door installation to Philly Overhead Door. Will discuss at meeting.**

- 5) **TTHM & HAA5 Investigation:** RVB and Authority staff have been working together to study the levels of disinfection by-products (DBPs), trihalomethanes (THM) and haloacetic Acids (HAA5). RVB recommended additional sampling outside of the Authority regulatory sampling to determine if measures should be taken to prevent increased levels of DBPs in the distribution system. The initial sampling showed that HAA5 levels were higher at the interconnections (58% of the MCL of 60 ug/L) and THM levels were higher at the tanks (85% of MCL of 80 ug/L). RVB recommends the installation of autoflushers as a cost-effective way to increase water turnover and reduce HAA5 levels at the ends of the distribution system. RVB also recommends the installation of mixers at the tanks to reduce THM levels. A Public Water Supply Permit has been submitted for the installation of a mixer

at the Collingswood Tank. **Permit application is currently in review with DEP.**

- 6) **2017 I/I Project:** The Board requested cost estimates for the remaining areas of the sewer system. The remaining areas include approximately 36,000 LF of 8-inch pipe and approximately 1,300 LF of 18-inch pipe. The list of locations were enclosed in last month's board packet. The estimated construction cost for these areas is estimated at \$700,000. **Per the Board's Direction, the project will focus on addressing I/I in the area near Bishop Egan High School. RVB is currently doing field work with Authority staff to determine actual pipe footages, number of manholes to be addressed, and if there are any access issues.**
- 7) **2017 Water Main Lining Project:** The 2017 project includes addressing the 800 Block of Auburn Road, 100-200 Blocks of Waltham Road, Tewksbury Road, and Wyandotte Road. RVB recommends the inclusion of 200 Block of North Olds Boulevard based on recent iron results. This next phase of the water lining project has longer roads which are curved. These curved roads would require more access pits. More sidewalks and handicap ramps would be effected due to the existing mains being located in the sidewalks. Coordination with the Township would be required to determine paving requirements and to see if the Township could include these locations in their Road Program to cut down on paving costs. RVB recommends the Board consider bidding the project as a lining project and as a main replacement as an alternate bid. **Per coordination with Authority staff, Yorkshire Road and Blough Court/Stanwood Road have been added to the project. Will discuss at meeting.**
- 9) **Second Trenton Road Interconnection w/LBCJMA:** LBCJMA approached Authority staff about creating a second interconnect with TOFA on Trenton Road near 1004 and 1008 Trenton Road. The interconnect is proposed to improve water quality for both authorities. LBCJMA would cover the costs of the vault and connection to their system. TOFA would be responsible for the wet tap to their main and connection to the vault. The estimate for TOFA's contribution is approximately \$21,000.00. RVB and Authority Staff met with LBCJMA on November 29th. LBCJMA wants to start work in the next 8 weeks. **RVB obtained the PennDOT HOP. RVB and Authority staff are coordinating with LBCJMA to set up a preconstruction meeting. LBCJMA will send notices to customers about the project before construction.**
- 10) **BOD/TSS Study:** Per the settlement of the high strength surcharge lawsuit with BCWSA, a study to find the sources of high Biochemical Oxygen Demand (BOD) and Total Suspended Solids (TSS) must be conducted. The

cost of the study is \$50,000. RVB has prepared a scope of work for this study and submitted it to Authority staff for forwarding to BCWSA. BCWSA approved the Scope of Work. **RVB has sent out questionnaires to businesses.**

- 11) **Water Quality Parameters:** Per the Board's direction at last month's meeting, RVB with the assistance of Authority staff has come up with water quality parameters and limits to hold LBCJMA to as TOFA's water purveyor. RVB recommends these parameters and limits be shared with LBCJMA for discussion and inclusion in the new agreement or as a separate memorandum of understanding for water quality. RVB and Authority Staff met with LBCJMA on November 29th. **Nothing to report at this time.**
- 12) **Sewage Flow Increase to BCWSA:** The Board tasked RVB with investigating why there was an increase in flows from May to August 2016 compared to flows from the same time period in 2015. Memo was provided to Board at November's meeting. **Nothing to report at this time.**
- 13) **Relocation of 12" Water Main to Lower Morrisville Road:** 12" water main break occurred by the creek near Lower Morrisville Road and Route 13. RVB applied for an emergency permit on behalf of the Authority. The water main has been repaired and the restoration of the area disturbed by the break along Rock Run was completed. **RVB has initiated a PA One Call and survey of the area will begin around February 17th.**
- 14) **2016 Chapter 94 Report:** An Annual Wasteload Management Report is due to PADEP by March 31st of each year for the previous calendar year per Chapter 94 of Pennsylvania Code. This report is a tributary report to MMA. BCWSA and LBCJMA as these entities accept and treat TOFA's sewage. **RVB has begun to prepare the report for 2016.**
- 15) **New Falls Interconnect Generator:** Authority staff desires to have a generator to provide back-up power to the interconnect in case of a power failure. **RVB is coordinating with Authority staff to have a site visit the week of February 20th.**

Old Business:

- 1) **Falls Township Act 537 Plan/Neshaminy Interceptor Agreement:** 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. Per the requirement of DEP, Plan has to be resubmitted to include BCWSA Implementation Schedule and Financing. BCWSA forwarded these documents to all municipalities on September 19, 2016. TOFA Staff and RVB met with the Township to discuss the Act 537 and the Neshaminy Interceptor Agreement on October 3, 2016. RVB and TOFA had follow up meeting with Township on November 30, 2016. **Will discuss at meeting.**

