

TOWNSHIP OF FALLS AUTHORITY

REGULAR MEETING

July 23, 2008

The regular monthly meeting of the Township of Falls Authority was held on Wednesday, July 23, 2008, in the main meeting room of the Township Building, 188 Lincoln Highway, Fairless Hills, PA, at 7:44 P.M.

Salute to the Flag

Roll Call - Debra DeBlasio, Chairperson, John Palmer, Vice Chairman, William Renson, Treasurer, Anthony Rosso, Assistant Secretary /Treasurer and Lisa Mangone, Secretary were present. Edward Zanine, Authority Solicitor, Tom Beach and Vanessa Nedrick, Authority Engineers, David Busch, Keystone Alliance Consulting, Edna Miller, Business Manager and Megan O'Neill, Recording Secretary were also present.

Item #1 – Solicitor's Report on the Executive Session – Edward Zanine reported that the Executive Session consisted of various administrative actions and discussion of potential purchase of real estate.

Item #2 - Approve Meeting Minutes for June 25, 2008 – William Renson made a motion to accept the minutes for June 25, 2008. Lisa Mangone seconded the motion. All in favor. Motion carried.

Item #3 – Public Comment – There was no one signed up for public comment.

Item #4 – Review of Bill List – Anthony Rosso would like David Busch to look into the PA One Call to see if TOFA could get something less expensive. David Busch indicated that he would look into it.

Lisa Mangone made a motion to approve the bill list for July in the amount of \$674,149.86. William Renson seconded the motion.

Poll of the Board:

| | |
|----------------|-----|
| Anthony Rosso | Yes |
| William Renson | Yes |
| Lisa Mangone | Yes |
| John Palmer | Yes |

Debra DeBlasio Yes

Motion Carried 5-0.

Item #5 – Auditor’s Presentation of 2007 Audit– Linda Major and Vicki Mastro presented a draft of the 2007 Audit. Ms. Major went through the audit discussing the assets, liability, expenses and answered the Boards questions.

Ms. Major also discussed in detail the management letter pointing out internal control deficiencies.

Item #6 – Solicitor Comment- Ed Zanine indicated that he is working on satisfying TOFA liens that were placed on properties when TOFA was part of the Township.

Item #7 – Engineer Report -

US Steel – Tom Beach indicated that he is reviewing the draft of the studies and will be passing the financial portion to David Busch within the next few weeks.

Bucks County Water/Sewer Surcharge Issue- Tom Beach has been working with Marty Witt. The Authority does own a sampler the problem is the sampler takes a composite sample. Tom Beach recommended to the Board that we do our own sampling to see if it makes a difference with the surcharge because of a conflict TOFA can not use QC Labs but with the approval from the Board Tom Beach would get quotes from other labs. The Board authorized Tom Beach to get the quotes.

Rock Creek Run- Tom Beach indicated that flushing has been completed, water samples taken and sent to QC Labs with a list of parameters suggested by Marty Witt. Tom Beach will follow up with Rock Creek Run Association about this issue. Tom Beach indicated that by next meeting he should have an answer to the Board about this issue.

2008 Capital Improvement Program

Tom Beach gave the Board a hand out describing different scenarios plans for replacing water meters. Tom Beach indicated that he would follow this up with a projection of potential savings if the meters were replaced all at once or over five years.

Lisa Mangone made a motion for Remington Vernick and Beach to prepare specs to replace water meters all at once or over five years with Neptune meters or equal. William Renson seconded the motion.

Poll of the Board:

| | |
|----------------|-----|
| Anthony Rosso | Yes |
| William Renson | Yes |
| Lisa Mangone | Yes |
| John Palmer | Yes |
| Debra DeBlasio | Yes |

Motion Carried 5-0.

I/I Reduction- Vanessa Nedrick gave a presentation on the I/I reduction project. Packets were handed out to the Board showing the break down of the cost and the areas that should be repaired first.

Lisa Mangone made a motion directing Remington Vernick and Beach to prepare the bids specs for the I/I work. William Renson seconded the motion.

Poll of the Board:

| | |
|----------------|-----|
| Anthony Rosso | Yes |
| William Renson | Yes |
| Lisa Mangone | Yes |
| John Palmer | Yes |
| Debra DeBlasio | Yes |

Motion Carried 5-0.

Item #9 – Executive Director Report – Executive Director’s Report attached.

The Township of Falls Authority did receive a letter from the Rosnick’s of Moon Drive requesting reimbursement from a sewer backup. David Busch will contact the Rosnicks to get more information and proof of any damages.

David Busch would like a release made up indemnifying TOFA from any damages that may be incurred as a result of TOFA employees locating water and/or sewer lines on private property. Ed Zanine indicated that he would prepare the release letter.

David Busch would like to post a \$5,000.00 bond with the Township for road opening permits needed during the year. The Board directed David Busch to proceed with the bond.

David Busch indicated that the Authority should look into an increase due to the expenses going up dramatically from the water suppliers and the sewage treatment provider. David Busch would like to meet with the Board regarding this issue. The Board agreed and David Busch will be e-mailing the Board to set up a time.

David Busch indicated that he would sit down with Anthony Rosso and go over the budget.

Item #10 – Board Comment –

John Palmer wanted to know if the issue at the Headley Pump station had anything to do with the high PH levels coming through there. David Busch indicated that he does not believe so. John Palmer also wanted to know why TOFA hired an outside company to do the repairs. David Busch indicated that it could not be repaired by the Authority work crew.

John Palmer indicated that Vanessa Nedrick stated at the last meeting she would have the written procedures on sampling from Bucks County Water and Sewer. Vanessa Nedrick indicated that she did not have them at this time and she or Tom Beach would get back to John Palmer.

John Palmer also would like to look to see if there are any grants available for water and/or sewer. David Busch indicated that a grant was signed last week for water and wastewater facilities. John Palmer indicated that he would look into TOFA getting any grant money.

Adjournment – Lisa Mangone made the motion to adjourn the meeting at 9:02 P.M. William Renson seconded the motion which carried 5-0.

Township Of Falls Authority

EXECUTIVE DIRECTOR'S REPORT

DATE: JULY 23, 2008

Key Performance Indicators for the current month:

1. Health & Safety:

- a. No personnel injuries.
- b. No vehicle accidents

2. Environmental Compliance:

- a. Water testing results resulted in a positive coli test sample from July 8th. All recheck samples taken on July 14th passed.

3. Operations

a. Sewer – 1 Sewer Blockages

- 6/23/08 – 402 Lincoln Highway (S.S. Office) – Last blockage was on 4/15/08
- 6/30/08 – Electrical failure at Headley Lift Station – Motor Starter burned up – Bailey to repair
- 5/22/08 – Electrical junction box repair work at Penn Village was completed by Bailey.

b. Water

- 6/25/08 – Sparling meter removed from New Falls Station for repair. Not back as of 7/18/08.

4. Finances:

- a. Monthly financial reporting is included in the monthly meeting package as of June 30, 2008.

Summary of last month's issues and other items of note:

1. Authority Auditors, Major & Mastro, LLC have completed a draft of the 2007 Audit that will be presented at the July meeting. A draft letter noting deficiencies has been sent to the board via email.
2. John Ryba started working for TOFA the end of June as summer help (limited to 90 days). Detailed logs of activities and accomplishments have been prepared on a daily basis and are available for review by the board.
3. The water and sewer rate models have been updated and provide projections of the revenue and expenses for the next 5 years.
4. Following Mr. Little's retirement effective June 30, 2008, we have posted a position for a laborer as required. Mr. Wiseley has submitted for the position and will transition into the position when a new meter reader is hired and trained.