

TOWNSHIP OF FALLS AUTHORITY

REGULAR MEETING

March 26, 2008

The regular monthly meeting of the Township of Falls Authority was held on Wednesday, March 26, 2008, in the main meeting room of the Township Building, 188 Lincoln Highway, Fairless Hills, Pa, at 7:31 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 Walsh, Secretary were present. Edward Zanine, Authority Solicitor, Thomas Beach, Authority Engineer, 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 personnel issues were discussed.

Item #2 - Approve Meeting Minutes for February 27, 2008 – Lisa Walsh made the motion to accept the minutes from our February 27, 2008 meeting. William Renson seconded the motion. Motion carries unanimously 5-0.

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

Item #4 – Review of Bill List – John Palmer questioned the time that was spent by David Busch calculating David Wiman’s final pay check. David Busch indicated that it was time spent with David Wiman, getting understanding of the Board direction and if the final calculations were correct.

Debra DeBlasio wanted to know what Aquapro was for. Eddi Miller indicated that it was for new meters. Debra also wanted to know what PA PP& R was for. Eddi Miller indicated that this was for rent at Wheatsheaf Road where the water line goes under the canal.

Lisa asked David Busch how many hours he was spending in the office now. David indicated that he is spending Ten to Twelve hours a week in the office. It maybe ten to fifteen hours a week depending on the week.

Lisa Walsh made the motion to approve the bill list for March 26, 2008 in the amount of \$ 58,528.17. William Renson seconded the motion.

**Poll of the Board:**

Anthony Rosso	No
William Renson	Yes
Lisa Walsh	Yes
John Palmer	Yes
Debra DeBlasio	Yes

Motion carried 4-1.

Debra DeBlasio indicated that if anyone has an issue with any of the bills the board can pull that bill from the bill list and vote on that bill separately.

Item #5 – Solicitor Comment – Edward Zanine indicated that he had the signed Collective Bargaining Agreements that requires the board’s signatures. The Board needs to sign it, and get it back to the union for their signature.

Debra DeBlasio made a motion to enter into agreement that was previously discussed. Lisa Walsh seconded the motion.

Poll of the Board:

Anthony Rosso	No
William Renson	Yes
Lisa Walsh	Yes
John Palmer	No
Debra DeBlasio	Yes

Motion carried 3-2.

Item #6 – Engineer Report – Tom indicated that there is a yearly Chapter 94 report due by the end of the month. The report has been completed and it has been reviewed by Marty Witt and should be submitted by the end of the month.

Austin Tank – Tom Beach is recommending that the Board approve a change work order for \$ 5,000.00 to the contractor to paint the cell tower shields that the cell companies added back on once the tank was painted. Tom indicated that he would try to go after the cell companies to recoup the money.

Lisa Walsh indicated that she would like Tom to try to go the cell company first. Tom let Lisa know that he would contact the cell companies first.

Lisa Walsh made a motion to table approving a change order for \$ 5,000.00 until next month. William Reson seconded the motion. Motion carried unanimously 5-0.

2008 Capital Program- Tom Beach indicated that he has a meeting set up with Martin Witt next week to start with the design portion of the projects. Also Tom submitted to the Board a revised scenario of the replacement meter plan which includes a three year plan. There was a lengthy discussion on the difference type meters available, options available to read the meter and the related software.

US Steel- Tom indicated that they sent US Steel a list of about twenty-six items they needed and Tom has only received two of the twenty- six. We did get the extension on the grant and Tom indicated that he would contact US Steel and let them know we are moving forward and start pushing to get the information. Tom is going to contact Steve Bilan, of US Steel.

Lisa Walsh made a motion to direct Tom Beach to move forward with USX unless he hits a brick wall of resistance. William Renson seconded the motion.

Poll of the Board:

Anthony Rosso	No
William Renson	Yes
Lisa Walsh	Yes
John Palmer	No
Debra DeBlasio	Yes

Motion carried 3-2.

Rock Creek Run- Tom is still working on Rock Creek Run with the developer. The developer wants to see a water test showing that the bacteria is not in the main. Next month the Board will see a bill for QC Labs for the water test.

**Item #7 – Executive Director’s Report –**

**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 are in total compliance with monitoring requirements.
3. Operations:
  - a. Sewer – The major rain and wind storm of March 8<sup>th</sup>, 2008 resulted in two sewer lift stations in a surcharged condition from late morning for both

locations, returning to normal by mid-afternoon for the Oxford Valley lift station and Nottingham Station returning to normal by late evening.

- b. Water – The area wide power failure with this storm put our main water interconnect station, New Falls, out of service from 6:15 PM Saturday until 4:00 AM Sunday morning. All tank telemetry was out during this power failure at the New Falls Station.

**4. Finances:**

- a. Net operating result for the month of February: ( $\$863,081 - \$515,054 = \$348,027$ )
- b. Monthly financial reporting is in the process of being reformatted. Reformatting should be completed prior to the April meeting.

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

1. Still waiting for information from US Steel in connection with system evaluation.
2. Grant/ Loan extension request letter sent to PennWorks on March 17, 2008. We received a letter from the Commonwealth Financing Authority approving the extension to September 30, 2008.
3. Billing errors have been identified and corrected; the authority has received only two phone calls on the matter.
4. Executive Director Advertisement has been posted on PMAA website and will be included in April 2008 issue of Authority Magazine.
5. PMAA Region 1 – Spring Dinner Meeting is scheduled for Thursday April

10, 2008. Topic: Employee Relations in Today's Workplace:  
Communication Styles, Generational Differences & Succession Planning.

Bucks County Water & Sewer Authority has billed the Authority a surcharge for higher sanitary waste going to them. TOFA questioned if the correct manhole was being used for sampling and if the samples were done correctly. David Busch will get more information from Marty Witt. At a previous meeting David Wiman reported to the Board that this surcharge was being waived. David Busch will get in touch with Buck County Water & Sewer Authority to get more detailed information.

David Busch reported that the Mc Donald's' restaurant on West Trenton Ave is expanding. They are going to be tearing down the existing structure and build a larger building. They have asked for more EDU's. Tom Beach and David Busch are going to address that issue.

David Busch indicated that there are corrupt sections on the water/sewer billing server. "Simple Man" has given us a quote to replace both hard drives on the server at \$ 1,000.00. Since we are currently almost at the capacity, Simple Man gave us another quote for a new server of \$ 1,450.00.

Lisa Walsh made a motion to purchase two of the larger drives for \$1,450 from "Simple Man". William Renson seconded the motion.

**Poll of the Board:**

Anthony Rosso      Yes

William Renson      Yes

Lisa Walsh	Yes
John Palmer	Yes
Debra DeBlasio	Yes

Motion carried 5-0.

The corrupt hard drive on the server has caused us to loose valuable consumption history. Harris Computers has given us a quote of \$ 1,500.00 to rebuild the files.

Lisa Walsh made a motion to authorize Harris Computers to rebuild the files to recoup the consumption history for \$ 1,500.00. William Renson seconded the motion.

Poll of the Board:

Anthony Rosso	Yes
William Renson	Yes
Lisa Walsh	Yes
John Palmer	Yes
Debra DeBlasio	Yes

Motion carried 5-0.

**Item #9 – Board Comment**

William Reson did not have anything for board comment.

Lisa Walsh made a motion to place an ad to hire an Operator and post the position on the bulletin board for any TOFA employees interested in the position. William Renson seconded the motion.

Poll of the Board:

Anthony Rosso	Yes
William Renson	Yes
Lisa Walsh	Yes
John Palmer	Yes
Debra DeBlasio	Yes

Motion carried 5-0.

Lisa Walsh made a motion to change the due date on the bills to the 5<sup>th</sup> of the month. William Renson seconded the motion.

Poll of the Board:

Anthony Rosso	Yes
William Renson	Yes
Lisa Walsh	Yes
John Palmer	Yes
Debra DeBlasio	Yes

Motion carried 5-0.

Anthony Rosso authorized Tom Beach to send a follow-up letter to Q Tech Corporation and Siemens Water Technologies requesting pretreatment test data.

Debra DeBlasio directed Ed Zanine to look at the rules and regulations to incorporate a surcharge if the company is causing problems with the equipment.

Anthony Rosso made a motion to purchase a rain barrel with TOFA's logo on it for no more than \$ 250.00 to donate to the Fairless Hills Athletic Association for their annual auction, provided documentation is supplied to the Board. Lisa Walsh seconded the motion.

**Poll of the Board:**

Anthony Rosso	Yes
William Renson	Yes
Lisa Walsh	Yes
John Palmer	Yes
Debra DeBlasio	Yes

Motion carried 5-0.

John Palmer wanted to know what projects the summer help did not complete last year. Is there enough to hire another person to help during the summer? David Busch indicated that he would look into it. John Palmer also wanted to know if anyone was keeping up with web maintenance. David Busch indicated that he would also look into that. John Palmer would like to have some of the water conservation on the web site.

David Busch indicated that the PMAA annual conference will be in early September in Hershey.

Adjournment – Lisa Walsh made the motion to adjourn the meeting at 8:43 P.M. William Renson seconded the motion which carried 5-0.

