

TOWNSHIP OF FALLS AUTHORITY

REGULAR MEETING

May 24, 2017

The regular monthly meeting of the Township of Falls Authority Board of Directors was held on Wednesday, May 24, 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 present, 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 stated he was not in the Executive session however Mr. Rosso reported the Executive Session prior to the meeting consisted of personnel matters.

Approve Meeting Minutes for April 26, 2017 Meeting – Mr. Zanine noted there was an error on the fourth page of the meeting minutes. He pointed out that under the relocation of the 12” water main, it stated, “per the Board” twice. Mr. Beier made a motion to approve the meeting minutes as amended. 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.

Public Comment – No one present for public comment.

Solicitor's Report – Mr. Zanine stated that a meeting was held with DEP and Bucks County Water and Sewer Authority (BCWSA) on Monday, May 22, regarding the Neshaminy Intereptor and that the meeting did not go as well as he had hoped. He stated that BCWSA is taking issue with TOFA's ability to divert sewage flows. Mr. Zanine said they are also taking issue with the flow determination, claiming it is part of the agreement with Philadelphia. Mr. Zanine stated that he is making some revisions and expects to have it to BCWSA by the end of the week. In response to Mr. Rosso, Mr. Zanine stated that he will just be adding clarifying language to the agreement.

Mr. Zanine stated that the Land Developer for the Morrisville Dollar General in Morrisville gave us their water service agreement however he noted that their escrow is depleted. He noted that the approval can be tabled until next month. Mr. Rosso stated that we can approve the agreement but not send them the agreement until escrow is received.

Mr. Rosso made a motion to approve the water service agreement for the Morrisville Dollar General contingent upon the replenishment of escrow. 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.

Engineer's Report -

2016 Water Main Cleaning and Lining Project - Ms. Nedrick apologized to the Board for getting paperwork out so late, but she just received it from J. Fletcher Creamer yesterday. She stated that she has submitted an offer in February and it was not accepted. She said a 2nd offer was submitted and two meetings were held with J. Fletcher Creamer to discuss it. Ms. Nedrick pointed out that change order #3 was for unforeseen work that was encountered such as deeper pits on Dunedin Road. She explained that the water main was 8' instead of 4', plus a very high ground water table was encountered adding time and effort to the project. She stated that the horizontal bends weren't consistent and required additional depth holes. She mentioned there was a change order for the 12" valve on Queen Anne that needed replacing plus the cost of the reconstruction of the handicap ramps required by Falls Township. Ms. Nedrick also noted there were some additional paving repairs required by the Township Engineer.

Mr. Rosso stated that ADA ramps reconstruction was necessary because the access pits were at street corners. He stated that with the pavement repairs were not satisfactory. He asked if it was Ms. Nedrick or the Township wanted the repairs made. Ms. Nedrick stated it was both parties.

Mr. Beier made a motion to pay what is due in the amount of \$121,277.66. 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.

2017 Infiltration and Inflow (I&I) Project – Ms. Nedrick stated that the rebid opening was conducted earlier in the day. She said this time there were 4 bids compared to 2 the last time. She stated the work will be broken up and there is a base bid and an alternate bid. She said the lowest base bid and alternate bid were submitted by Standard Pipe Services at \$265,767.75. She stated Mobile Dredging came in at \$279,842.48. She noted that the low bid is over the \$250,000.00 budget but it is for 18,000 linear feet and that TOFA did not have an I/I project in 2016. Mr. Rosso stated that he would like to award the base bid. Mr. Zanine stated that the Board is approving the notice of intent to award and not the actual bid award at this time.

Mr. Rosso made a motion to approve the notice of intent to award the bid to Standard Pipe Services. Mr. Beier seconded the motion.

Poll of the Board:

Mr. Miles	Yes
Mr. Binney	Yes

Mr. Beier	Yes
Mr. Goodwin	Yes
Mr. Rosso	Yes

Motion Carried 5-0.

2017 Water Main Lining Project – Ms. Nedrick stated that on Friday, May 26, TOFA will advertise the bid for a June 14 bid opening. She said we are still waiting on approval from the Township on the handicap ramps designs. Mr. Binney stated that he is not pleased with the delay. Mr. Rosso asked what can be done to speed up the process. Ms. Nedrick said we could eliminate the 30-day review. Mr. Zanine advised that the public right to review cannot be waived. Mr. Rosso asked why we can't do it now. Ms. Nedrick noted that the handicap ramps designs haven't been approved by Falls Township. Mr. Rosso asked why we can't move forward with the current design and do a change later. Mr. Binney stated it will not help us gain time.

Relocation of 12" Water Main to Lower Morrisville – Ms. Nedrick informed the Board she has a meeting tomorrow with the Operation Manager and a pipe bursting contractor for a field review. She expects the meeting to result in the submittal of an estimate.

New Falls Interconnect Generator – Ms. Nedrick stated the bid opening takes place on June 14th.

Ms. Nedrick is requesting the approval of requisition 2016-4 to J Fletcher Creamer in the amount of \$136,492.10. She states that we are still holding an \$18,000.00 retainer.

Mr. Rosso made a motion to approve the requisition in the amount of \$136,492.10 to J Fletcher Creamer. 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.

Executive Director's Report -

Commercial Cross-Connection and Backflow Prevention Program – Mr. Hartman reported he has contacted BCWSA and received positive recommendation on PAWSC as its Cross-Connection Control program administrator.

After informing the Board that he could locate no other organization offering this free service, Mr. Hartman recommended the Board authorize the contracting with PAWSC as the TOFA Cross-Connection Control agent. Mr. Hartman assured the Board it could withdraw from the program as it saw fit.

Mr. Rosso made a motion to contract with PAWSA as the TOFA Cross-Connection Control agent for our commercial accounts. 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.

Clearwire Decommissioning - Austin Tank – Mr. Hartman informed the Board that as of July 31, 2017, TOFA will no longer receive monthly lease fees from Sprint-owned Clearwire due to its decommissioning. He noted this represents a loss of \$31,560, per year in lease payment revenue. He added that TOFA has accepted Clearwire’s offer to keep the equipment shelter. Mr. Binney advised that the carriers usually offer compensation for the avoided cost of removing shelters and restoring sites. Mr. Hartman said he would ask Sprint about a payment.

Center Space Update – Mr. Hartman reported that a pre-construction meeting with Philly Overhead Door has been set for May 31. He said the next steps could be to design the entranceway for vehicle access.

Paper Folder Inserter – Mr. Hartman reported the machine has been through shakedown and customer service has been excellent.

Township of Falls Gas Pump Usage – Mr. Hartman reported that staff has been using the Township gas pump since April 10. He added TOFA will be billed quarterly based on employee vehicle log mileage tabulation report.

Paving Quote Solicitation – Mr. Hartman reported that LBCJMA will support TOFA’s inclusion in its existing paving/restoration contract as well as inclusion in its next paving and restoration bid.

Summer Employment Program – Mr. Hartman reported that all of the non-high school summer hires are on board under supervision of the Foreman and Mr. Crawford.

PennDot Reimbursement – Mr. Hartman reported that documentation of the Engineers work and invoices have been provided to PennDot with a request for reimbursement for the work related to the Queen Anne Interceptor Relocation. He added that a follow-up email has also been sent.

Temporary Office Help – Mr. Hartman requested Board authorization to use a temp agency to acquire help during the Business Manager's maternity leave. The Board gave authorization to interview for temporary help.

Collingswood Water Storage Tank – Mr. Hartman provided the Board with a color chart for the tank. He further explained that the contractor, Southern Corrosion, needed to know the desired color selection as soon as possible. The Board selected the color Polymer Blue.

Mr. Ryba stated that Collingswood ladder was installed and the mixer was demobilized Friday. It will be back up Wednesday.

Mr. Ryba stated that on May 11th the TOFA field staff went for certification. He said the staff with licenses went and all passed.

Mr. Ryba stated that the Valleyview shelter has been installed.

Mr. Binney asked why there were bills from November for last year's water/sewer improvements on the bill list. Ms. Nedrick stated that when she was applying for grants she revised the cost estimate so the bills were held until now. Mr. Binney asked if we are done with the Trenton Road Interconnect. Ms. Nedrick stated

that the TOFA permit was not included in the original estimate. Mr. Binney also asked Mr. Hartman if the bills for the BOD and SS study would be coming out of the \$50,000. Mr. Hartman stated it was.

Mr. Beier questioned the cost of \$524.00 for WDB lawn service. He asked if this is work we could do. Mr. Ryba stated that it includes the addition of 7-8 smaller sites per the board's direction to free up the staff.

Review of the Bill List – Mr. Beier made a motion to approve the bills in the amount of \$517,185.76. 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.

Board Comment –

Mr. Miles- Mr. Miles asked about the meter program. Mr. Ryba stated that they are waiting for the independent study to be completed. Mr. Hartman stated that Ms. Nedrick is waiting on a performance report. Mr. Ryba stated that he would also like the meters to be tested independently by a 3rd party. Mr. Rosso noted that this should be done by August for the budget if this is something that we want for next year. Mr. Miles also asked if we could do a little more research for the relining project so we do not

have as many change orders.

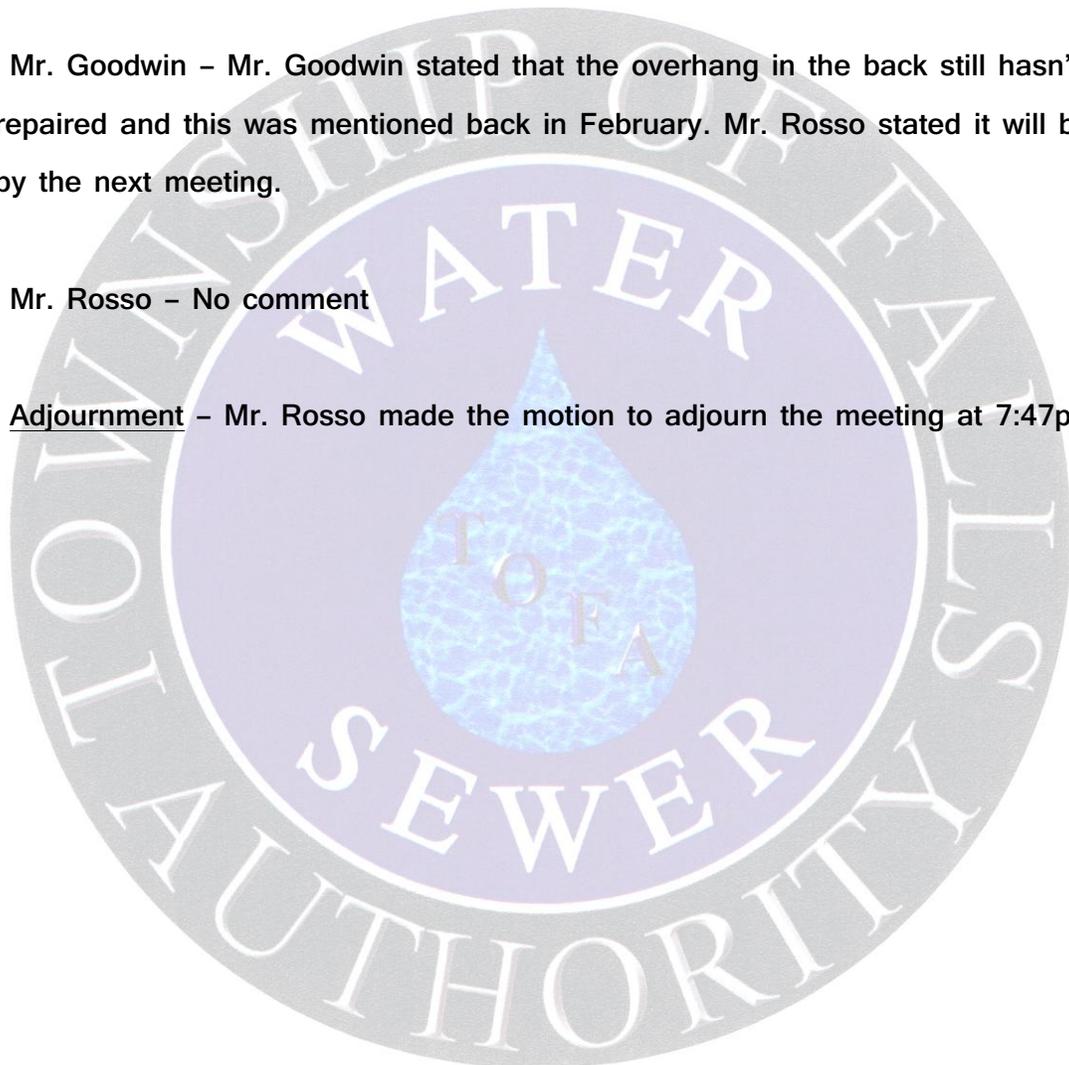
Mr. Binney- Mr. Binney stated that he is glad Collingswood tank is being done.

Mr. Beier – Mr. Beier asked if our staff did the laser lining at New Falls. Mr. Ryba said it was done by outside company because the equipment is very expensive.

Mr. Goodwin – Mr. Goodwin stated that the overhang in the back still hasn't been repaired and this was mentioned back in February. Mr. Rosso stated it will be done by the next meeting.

Mr. Rosso – No comment

Adjournment – Mr. Rosso made the motion to adjourn the meeting at 7:47pm.



Township of Falls Authority

Executive Director's Report

May 24, 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. **TOFA and J. Fletcher Creamer met on May 18 to settle accounts. If agreement is reached a loan drawdown will be prepared.**

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. The second Vermillion Interconnect project has been completed and has been opened.

Under the PA intergovernmental cooperation authorities, TOFA has requested LBCJMA consider including TOFA in its paving bid solicitation. **LBCJMA has responded positively and will support TOFA being added to its existing paving/restoration contract.**

3. PERSONNEL MATTERS

TOFA operations staff has completed an online Defensive Driving Course. An Anti-workplace bullying course was conducted on April 13 and will be scheduled again for those employees who were unable to attend.

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 been 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. A permit application for a water mixer installation in the Collingswood tank has been approved by PADEP. Also, no permit will be necessary for the approved by installation of the tank ladder. **Southern Corrosion has installed the mixer and has mobilized to paint the Collingswood tank exterior. Color preferences will be discussed at the May 24 meeting.**

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

5. HOMESERVE USA PARTNERSHIP

Two local contractors have been added as HomeServe contractors at TOFA's urging: J&M Warrell and McHales.

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. TOFA staff, Engineer and Solicitor met on March 6 with Falls Township to finalize the draft. **A final review of the draft agreement was conducted by TOFA on April 26. A meeting with Falls Township, PADEP and BCWSA was held on May 9 and a meeting with BCWSA and PADEP is scheduled for June 26. The goal is to make sufficient progress on the Supplemental Agreement to result in the release of capacity.**

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, 2016, 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. TOFA has postponed the award of the front garage door bid until the Township can evaluate the impact on its plan. A permit to install the mixer is required by the PADEP and has been submitted and approved. Falls Township has advised TOFA it has no objection to the installation of a front overhead door and the bid has been awarded. **Insurance certification has been provided by Philly Overhead Door and work will be scheduled.**

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. **The installation of a tank ladder and a water mixer will be the first items addressed. The ladder has been installed.**

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 shows Crunch is operating within its edu allotment.

11. 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.

12. 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. Staff is continuing to cultivate local contractor involvement in TOFA emergency projects.

13. SAFETY

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

- Anti Harassment/Bullying Training - One of Two Courses Completed
- The procurement of two stocked first aid cabinets. - COMPLETED
- The procurement of two AEDs. - COMPLETED
- The scheduling of AED and First Aid Training. - COMPLETED
- Procurement of an additional eyewash station. – ORDERED
- Start Pilot Tire inspection program. - COMPLETED
- 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.

14. 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.

15. TOFA VEHICLE FUEL PROVIDER CHANGE (Falls Township)

On April 10 TOFA began fueling at the Falls Township gas/diesel pump. Usage reports and

invoicing will occur quarterly.

16. 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 developing a random testing study of existing Neptune meters to develop baseline data. **TOFA staff and Engineer are developing a random water meter testing study to develop baseline data before recommending a replacement schedule.**

17. 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.

With Board approval, staff has purchased a paper folder, envelope inserter and sealer machine to improve efficiency of the billing process.

At its April 26, 2017 meeting the Board approved the purchase of an \$8500.00 jackhammer attachment for the TOFA excavator.

18. SUMMER HIRING PROGRAM

Staff has received inquiries from several of the students employed by TOFA last summer about prospects for employment this summer. Funds have been budgeted to continue this program this year and with Board approval staff will begin making hiring commitments. **Four summer hires began work in May.**

19. AUSTIN TANK- CLEARWIRE DECOMMISSIONING

The Sprint owned Clearwire is decommissioning its equipment at Austin Tank. This is a loss of \$31,560.48 in annual revenue. TOFA has accepted Clearwire's offer to leave its shelter.

Township of Falls Authority
Engineering Status
May 24, 2017

Current Business:

- 1) **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. **Settlement offer for project closeout was sent to Contractor on Friday, May 12th. Meeting to discuss settlement offer was held on May 18th. Will discuss at meeting.**

- 2) **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. Permit was issued for the mixer. Safety ladder did not require permitting. **Tank work has been completed and tank is back in service.**

- 3) **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. Board awarded the garage door installation to Philly Overhead Door in the amount of \$6,709.04. **Signed quote was provided to Contractor. RVB is awaiting contractor to provide insurance paperwork prior to scheduling pre-construction meeting.**
- 4) **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 was issued by DEP. **Nothing to report at this time.**
- 5) **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. Bid opening was held on April 13, 2017 at 10:00AM. The two bids exceed the Authority's budget for the I/I work. Board rejected all bids and directed RVB to rebid the project with a reduced scope. **Project was rebid on May 24 2017 at 10:00AM. Will discuss at meeting.**

- 6) **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. **Project will be bid on June 14, 2017 at 11:00AM.**
- 7) **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. **Interconnection is in place. RVB is applying for a Public Water Supply and Water Allocation Permit for the new interconnection.**
- 8) **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 begun receiving questionnaires for evaluation. RVB has begun follow up with customers who require further evaluation.**
- 9) **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.**
- 10) **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 was completed. **RVB has been coordinating with Staff and contractors to find a cost effective, trenchless solution to relocation. Will discuss at meeting.**

- 11) **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 met with Authority staff. Draft bid documents are with staff for review and approval. **Bid opening is scheduled for June 14, 2017 at 10AM.**
- 12) **SCADA Proposal:** The Authority has \$100,000 budgeted for the installation of Supervisory Control and Data Acquisition (SCADA) equipment. In communicating with Authority staff, RVB recommends that the Tyburn Road Sewage Pumping Station and the New Falls Interconnection be equipped with SCADA first to build the Authority's system. **Awaiting consideration and direction from the Board.**
- 13) **PA Small Water and Sewer Grants:** The Commonwealth Financing Authority Board is meeting on March 29th to select the grant recipients. TOFA was not successful in obtaining a PA Small Water and Sewer Grant for the water and sewer projects. **RVB prepared a recommended list of water and sewer projects that can be done with budgeted funds. Awaiting consideration and direction from the Board.**

Old Business:

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 March 6, 2017. A joint meeting with DEP was held on March 21st to discuss the revised draft agreement to get DEP support and feedback. **Meeting with the Township occurred on May 9th. Meeting with BCWSA & PADEP was held on May 22nd. Will discuss at me**