

TOWNSHIP OF FALLS AUTHORITY

REGULAR MEETING

November 28, 2007

The regular monthly meeting of the Township of Falls Authority was held on Wednesday, November 28, 2007, in the main meeting room of the Township Building, 188 Lincoln Highway, Fairless Hills, Pa, at 7:35 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 Wiman, Executive Director, Edna Miller, Business Manager and Megan O'Neill, Recording Secretary were also present.

Item #1 – Solicitor's Report on the Executive Session – Ed Zanine reported that the board had a special executive session on November 19, 2007 to discuss possible purchase of real estate. The meeting tonight was to discuss collective bargaining unit issues and administrative duties.

Item #2 - Notification: December's Board Meeting Set for Wednesday, December 19th – The board agreed that they would change the December 26th meeting to December 19th do to the holidays.

Item #3 - Discussion on January's Re-organization Meeting Date— The board indicated that the re-organization meeting will be held on January 2. At that meeting they will set the meeting days for that year.

Item #4 - Approval of Meeting Minutes for October 24, 2007 – Lisa Walsh made a motion to approve the minutes for October 24th meeting. William Renson seconded the motion which carried 5-0.

Item #5 – Public Comment – There was no one signed up for public comment.

Item #6 – Approval of TOFA Logo on the Community Side of Austin Tank for \$3,000 – Lisa Walsh made a motion to approve to have our logo put in the Austin tank for no more than \$ 3,000. William Renson seconded the motion. Motion carries 3-2. Anthony Rosso and John Palmer voted no.

Item #7 – Approval to Proceed with a USS Feasibility Study – Anthony Rosso is not sure what we are going to gain from this are rate are one of the lowest in the area.

David Wiman indicated that the Authority would not be at the mercy of the water and sewer providers. When they raise the rates we would have to take a loss.

Debra DeBlasio indicated that we have a responsibility to everybody in our service area not just our customers. “We have people that do not have sewer that are in our coverage area. We are going have to provide water and sewer to people in the service area, not to just the ones we have now. We can't provide water and sewer with out going through third party people.”

Tom Beach indicated the mobile home park has already had issues out there. They are a few out there that don't have anything. Tom also talked about the 547 (sewage planning document) that is being completed by the Township because the authority just being formed when it was started last year. One of the issues that came back from the county health department is they would like to see something done with that area. There are some problem areas now that at any point the health department could step in. Tom also indicated that there are some grants available. There is some grant money that the Township of Falls authority could get for some improvements.

Debra DeBlasio indicated that this is just a study to see if it would be a final burden on the Authority. That it would be done step by step and if it begins to look like this is not going to benefit the Authority then we will stop.

Debra DeBlasio opened public comment.

Bob Harvie wanted to know if this feasibility study was for taking over the existing US Steel facility?

Tom Beach indicated that this would be to take over the water and sewer treatment plant at US Steels property. This is to see how this would tie into The Authority current system and the rates. Also, the cost to get the two systems together, and the maintenance. Also there is a grant money out there for our project.

Bob Harvie indicated that BCM did a lot of work for the Township when we were looking into what was going to be done with the water/sewer Department. They did very good work with the Township. US Steel is in the middle of doing a review of their water and sewer and storm water management system and what they are going to do with KOIZ.

Debra DeBlasio closed public comment.

Lisa Walsh made a motion to proceed with the feasibility study and that Remington, Vernick & Beach heads and directs the feasibility study at there rates. William Renson seconded the motion. Motion carries 4-1. Rosso voted no.

Lisa Walsh made a motion that we hire BCM to do the financial part only and not to exceed \$ 90. per hour and they are to work under the direction of Tom Beach. William Renson seconded the motion. Motion carries 4-1. Rosso voted no.

Item #8 – Review of Bill List – Anthony Rosso questioned the Verizon bill and why it was so high. Edna Miller indicated that it was a bill for all the phones in the office not just one. Anthony Rosso wanted to know if the CVS was paying Remington, Vernick and Beach money out of escrow. Edna Miller indicated that yes.

Lisa Walsh made a motion to approve the bill list for November for the amount of \$ 648,235.74. Anthony Rosso seconded the motion. Motion carried 5-0.

Item #9 – Any Discussion on The 2008 Draft Budget - William Renson made a recommendision that we would replacing at least one truck this year maybe two. David indicated that we would like to replace the trucks with a smaller trucks. Lisa also agreed with William Renson.

Lisa Walsh wanted to know what was the money in the budget for water meters. David Wiman indicated this is an area that we spend alot of labor. We would like to start to have remote readings on every household. This is just to start. David would like to look into the drive-by reader. Lisa Walsh would like the INI to be increased. Lisa Walsh would

like Lower Bucks to have a increased they raise the rates. Lisa Walsh would like to have the engineering adjusted because we are not going through that project. Lisa would like the back up to go to a safety deposit box at the bank once a month, Debra DeBlasio and William Renson agreed.

Anthony Rosso wanted to know what the \$500. a month for computer service. David indicated that this was for the computer service that we have for anything that comes up through out the moth and that this is working out well. Anthony Rosso wanted to know why the total cost this year is so much higher than the cost lost year but we are still putting monwy in the bank. David indicated we really did not know what are budget was last year. The budget from last year was based of a projection that the township put together. Would like to see an increase in the capital improvements.

John Palmer wanted to know about the emergency maintance and the 50 for backhoe. Is there any plains to do a inhouse line repairers if we get a backhoe? David indicated that the backhoe in the budget was for a much smalled piece that could not do street lines. We really do not have enough brakes to have a crew for repairs. Tom Beach stated that when there is a water main brake there needs be someone with special equipment. John Palmer wanted to know if there is anything in the budget for snow removal. David stated that the guys would take care of that. John Palmer also would like to the health insurance to be high at least 30%.

Debra DeBlasio wanted David to make a note of all changes that the board would like to change and that the board and David work on this through-out the month though e-mail so the budget would get done.

Item #10 – Engineer’s Report – Tom Beach reported that the Austin tank is pretty much completed. They still have to come back and do some repairs that were approved for \$ 2,800. Tom also reported that he received the 537 plan that he is going to draft a letter. There is a time plan (wish list) and the mobile homes should be part of the 537 plan.

Item #11 – Executive Director’s Report –

Key Performance Indicators for the Current Month:

1. Health & Safety:

- a. Zero injuries resulting in zero lost-time hours
- b. Zero vehicle accidents

2. Environmental Compliance:

- a. Zero water quality violations
- b. Met all monitoring, reporting & treatment requirements including the quarterly Haloacetic Acids & Trihalomethanes sampling.

3. Finances:

- a. A draft copy of the 2008 budget was submitted to the Board for review/approval.
- b. Total AR>150 days: was \$ 7.4K for the month; there has been a steady decline since tracking began in August, when it was \$ 18.9K.

Following up on last month’s issues and other items of note:

- 1. Bills update

New bills were ordered with our updated contact information.

2. Update on emergency responses

Moved Seifert to the bottom of the list as directed

Henkels & McCoy requested that one of their boiler plate Service Agreements be executed. Reviewed that with Ed Zanine and returned to them for comment.

Marty has the prioritized emergency contact information of all three contractors.

3. Update on the BCW&SA surcharge fee of 12.8K for exceeding the allowable quality of BOD & TSS

We investigated their sampling practices and found that the manhole they were sampling had a Bristol interceptor and should not have been the one being sampled

They had agreed to void the surcharge invoice

We have requested a meeting on site to go over the proper manhole to be sampled and additional sampling procedures

4. The vehicle maintenance plan . . .

Our vehicle information was given to Bill Renson to trial utilizing his vehicle maintenance software.

5. Our Computers were updated with new protection software last week.

Item #11 – Board Comment –

Anthony Rosso did not have anything for board comment.

Lisa Walsh would like to know how the web site was coming along and if we liked it. David Wiman indicated that we are just paying for the spot and that we have to design our own web-site. Lisa also would like to look into getting rain barrels.

William Renson would like David to email the mileage on the trucks and that he supports the Holiday party.

John Palmer wanted to know how the job description was going. David indicated that him and Marty would be sitting down and looking at the job description for the man and that he would be starting the descriptions for Eddi and Megan. John would like to have and actual amount spent for the month in the same format as the budget. John also wanted to know if the goals were met with the summer mantainace. Dave indicated that as far as the hydrant painting it was what we expected. The pump stations feel short of expectations. John wanted to know if Dave has been throught the agreement. Dave let John know that he has read them and that he has organized them.

Debra DeBlasio did not have anything for board comment.

Adjournment – William Renson made the motion to adjourn the meeting at 9:35 P.M.
Anthony Rosso seconded the motion which carried 5-0.



TOFEA