

TOWNSHIP OF FALLS AUTHORITY

REGULAR MEETING

April 22, 2015

The regular monthly meeting of the Township of Falls Authority was held on Wednesday, April 22, 2015, in the conference room at 557 Lincoln Highway, Fairless Hills, PA, at 7:30 P.M.

Salute to the Flag

Roll Call – Anthony Rosso, Chairperson, James Goodwin, Vice Chairperson, John Palmer, Treasurer, Bill Beier, Secretary and Brian Binney, Board Member were present. Edward Zanine, Authority Solicitor, Tom Beach and Vanessa Nedrick, Authority Engineers, Timothy Hartman, Executive Director, 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 the Executive Session consisted of personnel matters and various administrative actions.

Item #2 – Approve Meeting Minutes of March 25, 2015 – Brian Binney made a motion to approve the amended March 25, 2015 minutes. Bill Beier seconded the motion. Motion Carried 5-0.

Item #3 – Public Comment – Bill Beier made a motion to open Public Comment. John palmer seconded the motion. All in favor. Motion Carried 5-0.

Amy Fox from 726 Beaumont Road informed the Board she still has discolored water after the staff did a special flushing in her area.

The Board directed Tim Hartman to make arrangements with Ms. Fox to access her home to have samples and pictures taken a few times a week.

Amy Fox thanked the Board for their help.

John Palmer made a motion to close Public Comment. James Goodwin seconded the motion. All in favor. Motion Carried 5-0.

Item #4 - Solicitor's Report - Edward Zanine reported the Union Contract is ready for the Board to sign.

Item #5 - Engineer's Report -

Headley Pump Station - Vanessa Nedrick informed the Board the steel pumps will be delivered on May 22, 2015 and the job will start shortly after.

Queen Anne Interceptor Investigation - Vanessa Nedrick reported that she, Tim Hartman and Marty Witt met with Bristol Township Sewer Authority Director and informed him of the issue at Levittown Trace Apartments.

Deon Square - Vanessa Nedrick reported she has spoken with the engineer for the Deon Square project and they disagree about the number of additional EDU's needed.

Vanessa Nedrick reported she would need final approval from the Board.

Chatham Road Water Investigation – Vanessa Nedrick reported there was not much improvement and recommends directional flushing when doing the Spring flushing.

Draft Agreement with BCWSA – Vanessa Nedrick reported Ed Zanine, Tim Hartman and herself met with BCWSA about where they are with agreement. There was an interceptor report provided at that time.

Vanessa Nedrick reported that she will get with NCWSA's engineer regarding some issues with the report and have more to report next meeting.

I-95 – Brian Binney questioned Vanessa Nedrick regarding the abandoned manhole UNDER Phase I of the project (D-10).

Vanessa Nedrick informed Brian Binney a portion of the Interceptor will be relocated under Phase II of the project (D-20).

The Board would like to see the Engineering cost reimbursed by Pennsylvania Turnpike Commission.

Item #6 – Executive Director's Report – Tim Hartman presented the Board with Requisition #2 for the Operating Funds in the amount of \$2,401,798.00.

Anthony Rosso made a motion to approve Requisition #2 in the amount of \$2,401,798.00. Bill Beier seconded the motion.

Poll of the Board:

Brian Binney	Yes
Bill Beier	Yes
John Palmer	Yes
James Goodwin	Yes
Anthony Rosso	Yes

Motion Carried 5-0.

Tim Hartman presented a proposal from Southern Corrosion to the Board for the Collingswood Tank for a clean out in the amount of \$4,640.00.

Bill Beier made a motion to have the Collingswood Tank cleaned out by Southern Corrosion in the amount of \$4,640.00. Brian Binney seconded the motion.

Poll of the Board:

Brian Binney	Yes
Bill Beier	Yes
John Palmer	Yes
James Goodwin	Yes
Anthony Rosso	Yes

Motion Carried 5-0.

Tim Hartman presented the Board with a Physical and Facilities needs proposal for Capital Improvements from Remington Vernick and Beach, in the amount of \$15,000.00.

Brian Binney made a motion to approve the proposal in the amount of \$15,000.00. John Palmer seconded the motion.

Poll of the Board:

Brian Binney	Yes
Bill Beier	Yes
John Palmer	Yes
James Goodwin	No
Anthony Rosso	No

Motion Carried 3-2.

Tim Hartman presented the Board with three quotes for Preventive Maintenance for the HVAC at 557 Lincoln Highway.

Bill Beier made a motion to hire Ray Litwin's AC & Heating in the amount of \$950.00 annually. James Goodwin seconded the motion.

Poll of the Board:

Brian Binney	Yes
Bill Beier	Yes
John Palmer	Yes
James Goodwin	Yes
Anthony Rosso	Yes

Motion Carried 5-0.

Item #7 – Review of Bill List – Anthony Rosso made a motion to approve the bill list for March 25, 2015, in the amount of \$1,225,804.25. John Palmer seconded the motion.

Poll of the Board:

Brian Binney	Yes
Bill Beier	Yes
John Palmer	Yes
James Goodwin	Yes
Anthony Rosso	Yes

Motion Carried 5-0.

Item #10 – Board Comment – Bill Beier would like Tim Hartman to look into Refinancing the Authority Bond.

John Palmer would like Tim Hartman to get prices to rent out the middle section at 557 Lincoln Highway.

Adjournment – Bill Beier made the motion to adjourn the meeting at 8:59 P. M. James Goodwin seconded the motion. All were in favor. The motion carried 5-0.

Township Of Falls Authority

EXECUTIVE DIRECTOR'S REPORT

DATE: MARCH 25, 2015

2015 TOFA Budget Amendment

In reviewing the Board approved 2015 TOFA Budget, staff has identified a few line items that were not accounted for, e.g. Engineering Support and Property Insurance. Staff is developing estimates for those items for Board consideration.

TOFA Assessment and Strategic Plan Outline

At the direction of the Chairman, staff has prepared the attached draft outline as a guide to assess TOFA's financial and physical (assets and infrastructure) positions and to identify pathways to improvement.

Engineer's Physical and Facilities Assessment

At the February Board meeting, the Board was presented with a Physical and Facilities Needs Assessment proposal prepared by the TOFA Engineer. As the result of a subsequent meeting at the Engineer's Conshohocken office, I have determined I can support this assessment as the basis for a new Capital Improvement Program so long as it makes maximum use of existing valid information and field staff input. I have asked for a breakout of the \$29,766 budget and tasks with goal of identifying efficiencies. I believe the cost of this assessment should be drawn from the Capital Fund.

Collingswood Water Storage Tank (500,000 Gallon Elevated)

TOFA staff has solicited and the Board has received a proposal from Southern Corrosion for the long-term repair and maintenance of the Collingswood Water Storage Tank – similar in scope to the program the Penn Warner Water Storage Tank was enrolled in in 2013. The cost of the ten-year program for the Collingswood Tank would be \$30,556 per year plus CPI in years 2-10. The Collingswood Tank has not received comprehensive maintenance since 1999. This is the longest maintenance span of any of TOFA's four water storage tanks.

Despite the apparent need for addressing the Collingswood Tank maintenance, at this time, I cannot support the Southern Corrosion proposal without knowing the tank's priority among all of TOFA's needs, without knowing if there is a less expensive alternative and without knowing how it will be funded.

RedZone Sewer Imaging Technology

Staff and the TOFA Engineer have received a briefing from RedZone, a state-of-the art sewer imaging company. The Engineer will be prepared to offer an executive brief to the Board on the RedZone technology at the March 25th Board Meeting. The TOFA Engineer and Executive Director visited Plymouth Township which is currently using RedZone and has a collection system approximately the same size as TOFA's. Plymouth Township first contracted with RedZone for a pilot project. When the results were reviewed with the Township supervisors, the supervisors agreed to the RedZone assessment and imaging of Plymouth's entire system. Plymouth Township estimates it could spend up to \$500,000 for the assessment alone without correcting any identified problems.

While the cost of using RedZone to assess TOFA's entire system may be out of reach, TOFA could consider engaging RedZone to do a pilot that would complement TOFA's 2015 Infiltration and Inflow (I/I) abatement effort.

Lateral Inspection and Repair Ordinance

While visiting Plymouth Township regarding its RedZone experience, the Executive Director obtained a copy of the Township's recently adopted lateral inspection and repair ordinance which requires sewer lateral inspection and repair at the time of property sale (see attached). The Board may wish to approach Falls Township about adopting a similar program to complement TOFA's I/I Program.

Falls Township Coordination Meeting

On March 5th, the TOFA Operations Manager and Executive Director met with Falls Township Manager, Peter Gray, and Chief Code Enforcement and Zoning Officer, Thomas Bennett, to discuss ways of improving coordination between the Township and TOFA and to discuss the Township's possible need to use TOFA parking/building space. The Township agreed that every effort would be made to include TOFA's interests in Township actions involving water and sewer usage such as permitting changes in property usages. Mr. Gray was unaware of the Township's need for TOFA parking or building space, but said he would inquire about it and get back to the Executive Director.

Bucks County Water and Sewer Authority (BCW&SA) Meeting

The Executive Director will meet BCW&SA management at 10:00 a.m., on Tuesday, March 24th, for purposes of introduction.

TOFA Named Defendant in Civil Complaint

TOFA was named as one of several defendants in a civil complaint filed in the Court of Common Pleas concerning a motorcycle accident which occurred on April 13, 2013, on Lower Morrisville Road. Falls Township, the Pennsylvania Department of Transportation and JOAO Bradley Construction Company

were also named as defendants. The TOFA Solicitor and the TOFA insurance carrier have been advised and have been provided copies of the complaint.

Continuing Disclosure Requirements – SEC Rule 15c2-12

As you may have noted in the Pennsylvania Municipal Authorities Association public finance training materials I shared with you, Municipal Authorities that issue bonds are subject to the continuing disclosure requirements of SEC Rule 15c2-12. Stiff penalties are associated with failure to comply. I have been assured by Michael Wolf of Boenning Scattergood that both TOFA and Falls Township are in compliance with disclosure requirements associated with the Series 2011 Water and Sewer Bonds. Essentially compliance is achieved by providing the annual final audit (TOFA) and the Comprehensive Annual Financial Report (CAFR) (Falls Township) to the Municipal Securities Rulemaking Board via the Electronic Municipal Market Access (EMMA) system. Following receipt of TOFA's 2014 Audit Report, Mr. Wolf will assist TOFA staff in establishing TOFA's own EMMA account. TOFA will obtain and report the Township's 2014 CAFR when it becomes available.

TOFA Parking Lot Lighting

The Operations Manager has advised that several of the TOFA building parking lot lights are not operational. Staff is currently assessing parking lot lighting needs and will obtain an estimate for fixture repair/bulb replacement. Consideration will be given to phased corrective action.

Additional Capacity Payments Initiative

Staff has advised that several system property use changes have occurred that should be audited for increased water and sewer usage warranting additional tapping fees. Staff will undertake these potential water and sewer audits.

HVAC Preventive Maintenance PM Contract

TOFA's HVAC PM Contract with Good Air Conditioning & Heating Co., Inc. expires March 31, 2015. Staff recommends entering into a PM contract with Ray Litwin's Heating & Air Conditioning at a cost of \$725.00 (2015). (See attached contract)

Township of Falls Authority
Engineering Status
April 22, 2015

New Business:

1) I-95/Turnpike Interchange: The Pennsylvania Turnpike Commission (PTC) is proposing the construction of an interchange connecting I-95 and I-276. The proposed construction affects the Authority's Queen Anne Interceptor at two locations. On November 8th, Authority staff met with the Turnpike's Engineers and Project Managers to discuss the impacts. All conflicts were addressed and the Turnpike will design and construct the resolutions to the conflicts. Costs are still being worked out. Progress/Project Status meeting was held on July 17, 2014. The PTC is currently working on the design of the next phase of the project. RVB is reviewing plans for the I-95 section of the project. PTC is requested TOFA sign affidavit so interceptor work can be incorporated into the project at no-cost to TOFA. RVB and Staff met with contractors on Phase I of project on December 8, 2014. RVB reviewed final design for Phase II of project.

Nothing to report at this time.

2) Norfolk Southern Morrisville Intermodal Yard: Plans were approved at last month's board meeting. Applicant must enter into service agreement with Authority and pay all applicable connection fees and post inspection and construction escrows. Norfolk Southern provided cost estimate for review and approval. Escrow amounts were determined. Preconstruction meeting held on October 16, 2014. Construction of water and sewer work will begin in a week.

Construction is on-going. Nothing to report at this time.

3) Headley Pump Station: Discussion on assessing penalties and fines for businesses who violate TOFA's regulations on industrial waste discharges and/or Philadelphia's Industrial Pretreatment Program. Penalties and fines are recommended to subsidize TOFA's costs to repair equipment (pumps, force mains, wet wells, etc.). Meeting with Siemens was held on March 27th. Siemens was contacted to request an update of their investigation. Second meeting was held on May 23rd. Requested operation records for all sampling dates provided. Sampling began on June 19th and will occur twice a month. Laboratory was directed to reduce monitoring frequency to quarterly sampling. Directed laboratory to include chloride sampling with current sampling Board directed RVB last month to assess the station and recommend repairs or upgrades. RVB met with Authority staff on March 11th to discuss current issues and necessary repairs/upgrades. Report was distributed to Board Members on May 7, 2014. Design and specifications are in review with Authority staff. Bid opening was

held on November 12th at 10:00 AM. Notice of Intent to Award was issued on November 19th to Advanced Rehabilitation Technology (ART) in the amount of \$83,000.00. RVB evaluated ART's documents to determine if the contractor met the responsible contractor requirements. RVB determined that Advanced Rehabilitation Technology is not a responsible contractor. Blooming Glen is the next lowest bidder with a bid amount of \$98,755.00. Blooming Glen is a responsible contractor and has provided documentation to confirm it meets the requirements. Board awarded project to Blooming Glen Contractors on January 17, 2015.

Preconstruction meeting was held. RVB currently reviewing submittals. Will discuss at meeting.

4) Queen Anne Interceptor Investigation: Based on the high flows recorded by BCWSA meters, RVB with the assistance of Authority staff, located creek crossings along the interceptor that may explain the increase of flows. Received quote from Flow Assessment Services for Flow Monitoring. Waiting to receive quote from Tri-State Grouting for Televising the Interceptor. Flow meters were installed on July 2, 2014. Authority Staff was provided access to BCWSA flow monitoring records. RVB was able to compare readings. Tri-State televised the interceptor September 29th to October 3rd. Manhole lining work will begin the week of November 17th. Tri-State televised the Bristol connections with heavy flows on November 7th. **Results of recent flow monitoring will be discussed at meeting.**

5) Facilities Needs Study: RVB was asked by the Board to provide a proposal to inspect and evaluate the Authority's sewage pump stations, potable water interconnects, and elevated potable water tanks and provide a report on recommended improvements and/or upgrades with costs. RVB submitted proposal to Authority for review. Grant opportunities are available for energy reduction projects.

6) Freeman's Farm: A proposed 15-unit townhome development located in Lower Makefield Township. The project is located in TOFA's contract and retail service areas. Project was approved by the Board in June 2012. Project is ready to begin construction but sanitary sewer agreement is not in place. RVB requested cost estimate to determine escrows for agreement. Applicant provided cost estimate. Sanitary sewer agreement has been executed. **Construction is underway.**

7) 640 Lincoln Highway: An existing garage and 1-bedroom apartment building will be demolished and a proposed 2-story building will be constructed. The building will consist of a commercial use on the first floor and 3 apartments on the second floor. RVB reviewed the

plans. **Applicant revised the plans to include a commercial use with 3 apartments on the first floor and 4 apartments on the second floor.**

8) 550 W. Trenton Avenue: Former Acme Supermarket site is being redeveloped to include a WAWA, Rite-Aid Pharmacy, and a fast food restaurant. RVB reviewed the plans. **Nothing to report at this time.**

9) Deon Square: New land development includes the construction of a CVS Pharmacy and a bank. RVB determined that 5 EDUs are needed to support the project. **DEP approved the phased development of the site. Will discuss at meeting.**

10) Flow Monitoring Installation and Maintenance Project: Upon evaluating the flows of the Queen Anne Interceptor on a temporary basis to determine sources of inflow and infiltration, RVB recommended that the Board install temporary and permanent flow meters to further target and evaluate known sources of I/I, determine the effectiveness of previous I/I projects, and to monitor flows in areas prior to I/I work. RVB generated bid documents to purchase and install 2 permanent flow meters and to rent 6 temporary meters. The bid opening will occur on December 17th at 10:00AM. **Will discuss at meeting.**

11) 915 Old Lincoln Highway: Extra Space Storage facility is proposing a 1,200SF building for office space. The application is for water and sewer service. **RVB is currently reviewing the project.**

12) Viking Associates: The project, located along Trenton Avenue consists of a 40-unit townhome development. RVB performed two reviews for the proposed water and sewer connections. Plans were approved at July's meeting. Reviewed Water/Sewer Service Agreement and Letter of Credit. Reviewed Component 3 Planning Module for Applicant for submission to PADEP. RVB reviewed submittals. Held preconstruction meeting with Contractor. **Construction has begun.**

13) Chatham Road Water Investigation: RVB was asked to investigate the rusty water complaints on Chatham Road with Authority staff and provide a recommendation based on the investigation. Witnessed the flushing operation of Auburn, Trenton, South Queen Anne, and South Olds Boulevard on November 1, 2013. Authority staff will perform directional flushing in the area. **Directional flushing occurred on April 15, 2015. Will discuss at meeting.**

14) Draft Agreement with BCWSA: BCWSA is in the process of

negotiating new agreements with all municipalities, townships, and authorities tributary to the Neshaminy Interceptor. Annual Average and Peak Flows will be restricted under the new agreement. RVB has noticed an increase in flows to the Neshaminy Interceptor from 2010 to 2012 despite TOFA's I/I reduction efforts. RVB recommends TOFA request the actual daily flow records and calibration records of the two meters that monitor TOFA flows from BCWSA. RVB would evaluate these records to determine if the metering data is accurate and if the new flows TOFA would subject to not exceeding are reasonable. This information would also assist TOFA in determining if the expansion of the scope of I/I work is necessary. Requested flow meter records and locations from BCWSA on June 6, 2014. RVB continues to evaluate flow data from 2008 to present. **BCWSA and DEP held a meeting on April 14, 2015 regarding the signing of the agreement and what it means now that the March 31, 2015 deadline has passed.**

15) BCWSA Neshaminy Interceptor Analysis Report: Per the settlement of the lawsuit with DEP, BCWSA had to analyze the Neshaminy Interceptor based on the existing and future flows of all of its customers (municipalities/authorities) to determine what improvements to the interceptor are necessary to meet the future needs of its customers. BCWSA's selected the alternative to line the 30", 33", and 36" sections of the interceptor for an estimated cost of \$7.6 Million. **RVB recommends TOFA meets with BCWSA and their consultant to discuss concerns and issues with the analysis.**

Old Business:

1) **Old Bristol Pike Public Sewer:** Project to provide a public sewer to residents and businesses on Old Bristol Pike with failing septic systems. Sewage from this area would be pumped to Lower Bucks County Joint Municipal Authority or Morrisville Municipal Authority for treatment. H2O PA Grant awarded in the amount of \$168,652.00 on May 5, 2011. Grant expires on June 30, 2013. Meeting with Lower Bucks County Joint Municipal Authority was held on April 10th. Met with Morrisville Municipal Authority on May 24th. Follow up meeting with LBCJMA was held on July 30th. Extension was approved for grant funds. Grant funds expired. **Will discuss at meeting.**

2) **Bucks County Water & Sewer Surcharge Billing:** We requested additional documentation on their sampling locations and to demonstrate how they arrived at their surcharge costs. BCWSA provided the formula used to calculate surcharges and the actual sampling records. Will compare TOFA's daily sampling records

for one month to BCWSA sampling records. Reviewed surcharge bill for first Quarter 2012. RVB requested backup documentation. Letter requesting site meeting was sent on June 28, 2012. Site meeting was held on August 15th. **Meeting is scheduled with BCWSA on April 30th at 10AM.**

3) CVA Warehouse Expansion in Falls Township: We recommend approval of the water main extension, water service, and sewer connection from this land development located on Central Avenue in Falls Township. Project approved at April 2011 board meeting. Applicant must enter into a water and sewer service agreement with TOFA and pay all applicable connection and tapping fees along with posting construction and inspection escrows. RVB provided Solicitor a construction cost estimate and amounts for construction, inspection, and legal escrows. **Nothing to report at this time.**

4) Mercer Court: The project, located along Lincoln Highway, consists of a 50-unit townhome development. RVB performed one review for the proposed water and sewer connections. Township approved the plans for land development in December. Awaiting revised plans from Applicant's Engineer to perform review. Performed revised review on May 13th. Accompanied Authority Staff to meeting with the Township Fire Marshal and Engineer on June 3rd to discuss water main layout for firefighting purposes. Reviewed Water/Sewer Service Agreement and Tripartite Agreement. Pre-Construction Meeting was held on November 25, 2013. Construction began the week of January 13, 2014. Water main installation and sanitary sewer installation is complete. TOFA authorized release of escrow funds from third party bank in the amount of \$142,676.78.00 (Escrow Release #2) for water and sanitary sewer improvements last month. **Nothing to report at this time.**

5) Falls Township Act 537 Plan Update: TOFA was approached by Falls Township to update the Township's Act 537 Plan. The Plan had not been updated since 1985. The Act 537 Plan is a planning tool Townships and other Municipalities use to plan for its existing and future sewage needs. The Plan was updated to provide current information on the collection and conveyance system that serves Falls Township, how Township sewage is treated, and how current and future sewage needs would be addressed in the Township. The current and future sewage needs are based on the existing and future populations, existing and future land development or redevelopment. Alternatives were provided to meet the sewage needs of the unsewered section of the Township. Alternatives were evaluated based on costs and feasibility, and one alternative was selected, i.e.

the Old Bristol Pike Sewer Project. The draft plan was reviewed by the Board of Supervisors and DEP last year. A meeting with DEP was held last year and more comments were provided. The Plan Update has been revised and submitted to the Township. A Public Notice of the Plan Update will be issued shortly to begin the 30 day public review and comment period of the draft document. Received comments back from the Bucks County Department of Health and the Bucks County Planning Commission. Update was submitted to the Falls Township for approval. Falls Township Board of Supervisors approved the Plan Update on August 19th. Plan Update was submitted to DEP for review and approval on September 16th.

PADEP provided comments on the plan. Will discuss at meeting.

6) Water Allocation Permit for Middletown Emergency

Interconnection: Per PADEP, TOFA must apply for a subsidiary water allocation permit for the emergency interconnection between TOFA's system and Middletown Township. RVB submitted the package on January 29, 2014. DEP issued administrative completeness correspondence. **RVB revised application per direction from PADEP. Permit will be issued shortly.**

