

TOWNSHIP OF FALLS AUTHORITY
REGULAR MEETING

March 22, 2017

The regular monthly meeting of the Township of Falls Authority Board of Directors was held on Wednesday, March 22, 2017, in the Board Room at 557 Lincoln Highway, Fairless Hills, PA, at 7:09 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, Randy Flager, Authority Solicitor absent, 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 reported the Executive Session prior to the meeting consisted of personnel matters as well as potential litigation.

Approve Meeting Minutes for February 22, 2017 Meeting – Mr. Beier made a motion to approve the February 22, 2017 minutes. 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.

Public Comment – Brian J. Preski with PA Water Specialties was present to discuss what his company does. PA Water Specialties manages backflow prevention and control to make sure public entities are compliant with the law. He stated that Pennsylvania prohibits customers from introducing contaminants to public water supplies. He said PA Water Specialties can monitor this for TOFA at no cost to TOFA. Mr. Hartman said he has received all the necessary information which he has forwarded on to Ms. Nedrick. Mr. Preski stated that all they require from TOFA is a commercial customer list which PA Water Specialties would use to notify customers of their responsibilities under the law. Mr. Hartman told the Board that he and Ms. Nedrick would have a recommendation at the April 26 Board meeting.

Greg Winans with Family Dining was also present to discuss the rebuild of the Burger King on New Falls Road. Family Dining is looking for approval for a water agreement. Mr. Zanine presented the Family Dining water service agreement and recommended it to the Board for approval.

Mr. Binney made a motion to approve the water agreement for Burger King. 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.

Solicitor's Report – Mr. Zanine stated all he had was the Family Dining water agreement for approval.

Engineer's Report – Ms. Nedrick requested Board approval for the release of two escrow amounts for the Buckingham/Morrisville Commons project; one was for the Rite Aid which is part of phase one and the second escrow release is for Wawa and fast food restaurant.

Mr. Rosso made a motion to release the two escrows. 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.

Chatham Water Investigation/New Falls Road Pilot Study - Ms. Nedrick informed the Board that DEP has asked for a Simultaneous Compliance Statement which states we are compliant with the lead and cooper rule. Mr. Rosso asked if the staff will be trained on this. Mr. Ryba stated the staff with their water licenses are signed up for training and testing in May.

2016 Water Main Cleaning and Lining Project – Ms. Nedrick stated that she has not heard from the contractor. Mr. Rosso requested Mr. Hartman to reach out to the contractor so we can get this put to rest and move on to the next project.

Collingswood Tank Improvements – Ms. Nedrick stated that the permit for the mixer was approved and has been received.

TOFA Center Space – Ms. Nedrick would like to recommend that the Board award the garage door project to Philly Overhead Door in the amount of \$6709.04.

Mr. Rosso made the motion to award the bid to Philly Overhead Door in the amount of \$6709.04. 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.

2017 Infiltration and Inflow (I&I) Project – Ms. Nedrick wanted to inform the Board that it will open on PenBid on April 13th at 10:00am. She stated she will have a tally by the next meeting as well as a recommendation.

2017 Water Main Lining Project – Ms. Nedrick stated that the survey crews are out surveying the project area. She said the handicap ramps and sidewalks will be included in the design. Mr. Rosso asked if the Township can do the sidewalk work. He requested Mr. Hartman to look into it. Mr. Binney asked Ms. Nedrick for bids as replacement and relining. Mr. Rosso asked Mr. Ryba if they have started the location of curb stops. Mr. Ryba stated the staff is starting this next week.

Relocation of 12” Water Main – Ms. Nedrick stated that per the direction from the Board she is seeking cheaper alternatives. She said the next step is to have the contractor walk the site.

2016 Chapter 94 Report – Ms. Nedrick stated that the report has been submitted to Bucks County Water & Sewer Authority, Morrisville Municipal Authority and Lower Bucks County Joint Municipal Authority.

New Falls Interconnect Generator – Ms. Nedrick stated that the design is underway. She stated it should be completed by next week.

SCADA Proposal – Ms. Nedrick has distributed the proposal for the Boards consideration. She is not looking for a decision this evening.

PA Small Water and Sewer Grants – Ms. Nedrick stated the Commonwealth Financing Authority Board meeting next Wednesday at 10:00am. She will call and update everyone on whether or not we have been selected.

Executive Director's Report –

2017 Vehicle Purchase – Mr, Hartman reported that the new shop truck fit-out is nearly complete and that Penske GMC is awaiting delivery of the custom light bar.

Vehicle #320 Sale – Mr. Hartman requested that the Board accept the withdraw of his earlier recommendation to sell vehicle #320 so that it can be used to transport summer hires. He added that Penske has withdrawn its earlier offer because the four wheel drive is not working and no other offers were made in response to the TOFA advertisement.

Mr. Beier made a motion to withdraw the earlier recommendation to sell vehicle #320. Mr. Goodwin seconded the motion.

Poll of the Board:

Mr. Miles	Yes
Mr. Beier	Yes
Mr. Binney	No
Mr. Goodwin	Yes
Mr. Rosso	Yes

Motion Carried 4-1.

Center Space Update – Mr. Hartman advised the Board that Falls Township does not object to the installation of a front overhead door leading into the center space it plans to occupy on a temporary basis. He voiced his support for the award of the overhead door bid.

Paper Folder, Inserter and Envelope Sealer Machine – Mr. Hartman informed the Board that a demonstration of the machine was conducted in the office on March 20. He stated that staff was much impressed with the machine's capabilities and suitability to improve billing efficiency. Mr. Hartman reiterated the points he made in an earlier email report to the Board supporting the procurement of the machine.

He added that there was a purchase option (\$10,392 + \$63 mo.) and a lease option (\$209 per month plus \$63 per mo after the first year thru 63 mos.). He recommended that the Board approve the procurement of the FP 2315 2.5 Station Folder Inserter.

Mr. Rosso made a motion to approve the purchase of the FP 2315 2.5 Station Folder Inserter. Mr. Goodwin seconded the motion.

Poll of the Board:

Mr. Miles	Yes
Mr. Beier	Yes
Mr. Binney	No
Mr. Goodwin	Yes
Mr. Rosso	Yes

Motion Carried 4-1.

Paving Quote Solicitation – Mr. Hartman informed the Board that LBCJMA will be providing TOFA with its bid specifications for paving restoration and the intent is to bid the work prospectively.

Summer Employment Program – Mr. Hartman advised the Board that he has received strong interest in the budgeted summer employment program including three students who participated in the 2016 summer employment program. He requested Board approval to make hiring evaluations and commitments.

Mr. Goodwin made a motion giving Mr. Hartman approval in making the hiring evaluations and commitments. 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.

Automated External Defibrillator (AED) Training – Mr. Hartman informed the Board that AED use and other life saving methods training were conducted in the TOFA office on March 8.

PennDot Reimbursement – Mr. Hartman advised the Board that the PennDot reimbursement contact for RVB's work in support of PA Turnpike/I-95 Interchange project has been identified and the reimbursement process explained. He added RVB is compiling the required documentation.

Phoenixville Federal Bank & Trust – Mr. Hartman advised the Board that at this time PFB&T is not interested loaning TOFA additional funds.

Requisition # RF- 2 for 2017 Univest National Bank & Trust Co.

Mr. Hartman presented for the Board and Engineer approval the fund draw down for the second quarter procurements \$3,440,749.00.

Mr. Beier made a motion to release the funds in the amount of \$3,440,749.00. Mr. Rosso 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.

Review of the Bill List – Mr. Binney requested that Ms. Nedrick remove Eddi Miller’s name and put in Megan’s name. Mr. Binney also asked if Crunch Fitness purchased an additional Edu. Ms. Nedrick stated that after review of their usage addition Edu’s were not needed. Mr. Binney also questioned what the invoice was for RIO Supply. Would like to know what the software agreement is for. Mr. Rosso said to hold off on payment of this bill until more clarity is provided.

Mr. Beier made a motion to approve the bills in the amount of \$534911.61. 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.

Board Comment –

Mr. Miles- No comment

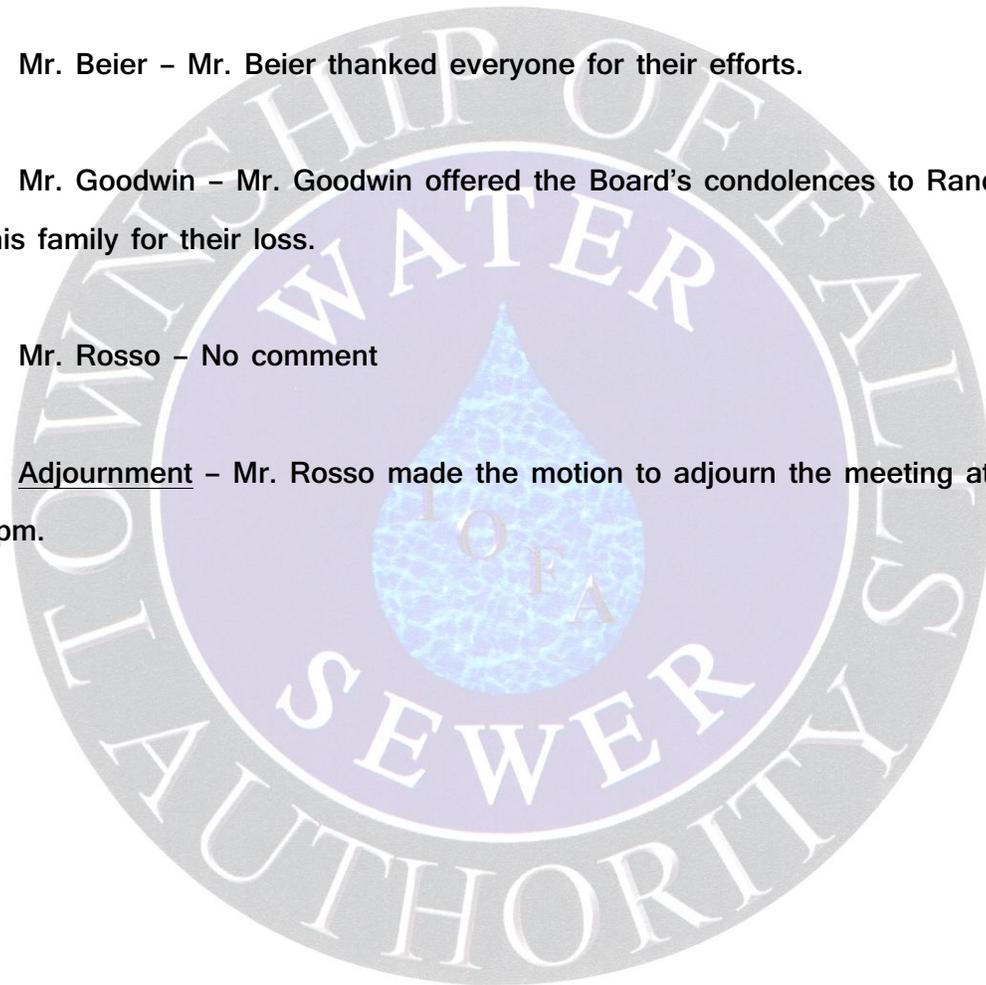
Mr. Binney- No comment

Mr. Beier – Mr. Beier thanked everyone for their efforts.

Mr. Goodwin – Mr. Goodwin offered the Board's condolences to Randy and his family for their loss.

Mr. Rosso – No comment

Adjournment – Mr. Rosso made the motion to adjourn the meeting at 8:21 pm.



The logo of the Township of Falls Authority Water Authority is a circular seal. The outer ring contains the text "TOWNSHIP OF FALLS" at the top and "PA" at the bottom. The inner ring contains the text "WATER AUTHORITY". In the center of the seal is a stylized blue and white graphic of a water drop or a fountain.

**Township of Falls Authority
Executive Director's Report
March 22, 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.

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.

3. PERSONNEL MATTERS

TOFA operations staff has completed an online Defensive Driving Course. An Anti-workplace bullying course has been rescheduled for April 13 and an AED/First Aid course was conducted on March 8.

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 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 also been submitted to PADEP.** 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.**

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 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.**

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. **A permit to install the mixer is required by the PADEP and has been submitted. Work is slated to begin on the tank during the first quarter of 2017, but must wait on PADEP approval of the mixer and an internal ladder.**

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. DEVELOPER AGREEMENT REVISION

For 2017, the Developers Agreement and Water and Sewer Services Agreements will be re-reviewed and revisions recommended as needed.

12. 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.

13. 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.**

14. SAFETY

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

- **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.

15. 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.

16. TOFA VEHICLE FUEL PROVIDER CHANGE (WAWA)

TOFA vehicle operators have been issued the Wawa cards and have been using them for nearly three months. Staff has noted a significant decrease to same period in 2014. The largest portion of this decrease is probably due to lower gasoline prices, but the change in vendors has also lowered TOFA's fuel costs. TOFA's gasoline purchase costs in 2015 were \$16,219 compared to \$25,762 in 2014 – a \$9,543 or a 37% reduction. A report was prepared for the Board comparing vehicle fuel expense for WAWA and Suburban Propane. It showed a 33.5% reduction in fuel costs for the first seven (7) months of 2016. This report will be updated to include all of 2016.

17. 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.

18. 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.

Staff has recently provided information on and recommended the lease of a paper folder, envelope inserter and sealer machine to improve efficiency of the billing process.

19. 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 staff would like to begin making hiring commitments.

TOWNSHIP OF FALLS AUTHORITY

Engineering Status

March 22, 2017

Current Business:

- 1) **Chatham Water Investigation/New Falls Road Pilot Study:** TOFA Staff continues to test residential properties along Chatham Road, Beaumont Road, and Auburn Road for iron to check water quality. The Zinc Polyphosphate Injection System at the New Falls Road Interconnect has been online for a little 60 days. Sampling at the interconnection and at testing sites in the distribution system show that iron levels are decreasing. Sampling continues at residential locations and interconnections. Meeting with DEP is

scheduled for July 28, 2016. RVB requested pilot study extension to perform final sampling, evaluation, and report. RVB submitted permit application to DEP. DEP provided comments on permit application. Revised permit was resubmitted. DEP issued Administrative Completeness letter. **Permit is should be issued in the near future.**

- 2) **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. **Will discuss at meeting.**
- 3) **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. **Collingswood Tank work is scheduled to start after permit for mixer is issued. Permit for mixer is under DEP review.**

- 4) **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. **RVB recommends awarding the garage door installation to Philly Overhead Door in the amount of \$6,709.04.**
- 5) **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 application is currently in review with DEP.**
- 6) **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 is scheduled for April 12, 2017 at 10:00AM.**

- 7) **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. **Design is underway. Will discuss at meeting.**
- 9) **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. **RVB is applying for a Public Water Supply and Water Allocation Permit for the new interconnection. BCWSA is starting the work on Monday, March 20th.**
- 10) **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.**
- 11) **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.**
- 12) **Sewage Flow Increase to BCWSA:** The Board tasked RVB with investigating why there was an increase in flows from May to August 2016

compared to flows from the same time period in 2015. Memo was provided to Board at November's meeting. **Nothing to report at this time.**

- 13) **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 is in the preliminary design phase.**
- 14) **2016 Chapter 94 Report:** An Annual Wasteload Management Report is due to PADEP by March 31st of each year for the previous calendar year per Chapter 94 of Pennsylvania Code. This report is a tributary report to MMA, BCWSA and LBCJMA as these entities accept and treat TOFA's sewage. **Report was submitted to MMA, BCWSA, and LBCJMA.**
- 15) **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. Preliminary design has begun.**
- 16) **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.
- 17) **Burger King Restaurant/Café at 8575 New Falls Road:** The existing Burger King Restaurant is proposing to build a new restaurant and separate Café. The project is a water only customer for the Authority and needs a total of 16 EDUs for water. All engineering comments were addressed and therefore we recommend approval of the plans conditional on obtaining sewer approval from LBCJMA.
- 18) **PA Small Water and Sewer Grants:** The Commonwealth Financing Authority Board is meeting on March 29th to select the grant recipients. Once the list is published the Board will be informed.

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. Will discuss at meeting**

