

Board Members:  
James Goodwin, Chairperson  
Brian Binney, Vice Chairperson  
John Haney, Secretary  
William Beier, Treasurer  
Paul Hartzell, Assistant Secretary-Treasurer



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# *Township of Falls Authority*

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## August 28, 2024 REGULAR MEETING MINUTES

The regular monthly meeting of the Township of Falls Authority Board of Directors was held on Wednesday, August 28, 2024, at 7:00 P.M.

### Salute to the Flag

### Roll Call

James Goodwin, Chairperson, was present. Brian Binney, Vice Chairperson was absent. William Beier, Treasurer; John Haney, Secretary were present. Paul Hartzell, Assistant Secretary/Treasurer was absent. Mike Levin, Authority Solicitor, and Charles Palaia, RVE representative were present. James Bulicki, Authority Engineer, was present via telecommunication.

Peter Kim, Executive Director, John Ryba, Operations Manager; Megan Parmer, Business Manager; Tammy McAnulty, Recording Secretary, and Rachel Jardine were present.

### Solicitor's Report on the Executive Session

Mr. Levin reported that the Executive Session consisted of discussions regarding legal, administrative and operational matters.

### Approve Meeting Minutes for July 24, 2024 Meeting

Mr. Haney made a motion to approve the minutes for July 24, 2024. Mr. Beier seconded the motion.

#### Poll of the Board:

Mr. Haney	Yes
Mr. Beier	Yes
Mr. Goodwin	Yes

Motion Carried 3-0

Public Comment

No public comment.

Solicitor's Report

Mr. Levin requested Board approval for the revised Resolution 2024-9, regarding the \$100.00 fee when the door is tagged as well as the additional \$100.00 fee once the water is turned off.

Mr. Beier made a motion to approve the revised Resolution 2024-9. Mr. Haney seconded the motion.

Poll of the Board:

Mr. Haney                      Yes

Mr. Beier                        Yes

Mr. Goodwin                  Yes

Motion Carried 3-0

Mr. Levin requested Board approval for Resolution 2024-10, regarding revised billing procedures with final late notice being sent thru first class mail and not certified mail.

Mr. Beier made a motion to approve Resolution 2024-10. Mr. Haney seconded the motion.

Poll of the Board:

Mr. Haney                      Yes

Mr. Beier                        Yes

Mr. Goodwin                  Yes

Motion Carried 3-0

Mr. Levin requested Board approval for Resolution 2024-11, regarding when a water/sewer bill is sent with 100,000 gallons usage for no meter reading.

Mr. Beier made a motion to approve Resolution 2024-11. Mr. Haney seconded the motion.

Poll of the Board:

Mr. Haney                      Yes

Mr. Beier                        Yes

Mr. Goodwin                  Yes

Motion Carried 3-0

Engineer's Report

Mr. Palaia reported that the I/I inspections will begin tomorrow.

Mr. Palaia requested Board approval for payment to Mecco Constructors in the amount of \$11,646.75.

Mr. Beier made a motion to approve payment to Mecco Constructors in the amount of \$11,646.75. Mr. Haney seconded the motion.

Poll of the Board:

Mr. Haney	Yes
Mr. Beier	Yes
Mr. Goodwin	Yes

Motion Carried 3-0

Mr. Palaia requested Board approval for the engineering proposal for the Cabot Diesel Operations study in the amount of \$25,000.00.

Mr. Beier made a motion to approve the engineering proposal for the Cabot Diesel Operations study in the amount of \$25,000.00. Mr. Haney seconded the motion.

Poll of the Board:

Mr. Haney	Yes
Mr. Beier	Yes
Mr. Goodwin	Yes

Motion Carried 3-0

Mr. Palaia requested Board approval for engineering proposal for the Facility Needs Assessment in the amount of \$36,000.00.

Mr. Beier made a motion to approve the engineering proposal for the Facility Needs Assessment in the amount of \$36,000.00. Mr. Haney seconded the motion.

Poll of the Board:

Mr. Haney	Yes
Mr. Beier	Yes
Mr. Goodwin	Yes

Motion Carried 3-0

Mr. Palaia reported that we are awaiting the grand awards and applications are being accepted until November 2024.

### Operation Manager's Report

Mr. Ryba reported there is a water main break on Oxford Valley Road and Trenton Road. The TOFA Field Staff have not been able to locate the break and due to the volume of traffic he is having Seifert out tomorrow to make the repair. Mr. Goodwin asked if any of our crew will be out there as well, and Mr. Ryba responded yes, we will be operating the valves.

Mr. Ryba stated that the restoration work from the lining project should be finished within the next month by Mecco Constructors and the lawn restoration work should be completed over the next few weeks.

Mr. Ryba reported that he heard back from PADEP, and they do not recommend the installation of the drying bed at Tyburn Station. He noted that TOFA has reached out to FRANC Environmental, and they are working on a plan where FRANC will take disposal of the grease from the TOFA wet wells and the TOFA staff will clean the wells, and FRANC will take the solids for disposal.

Mr. Ryba reported that the TOFA staff has cleaned and disinfected the leaking flange on the force main at Tyburn station. He noted that K.E. Seifert will repair the flange. He stated that the plan is to inject an epoxy into the flange to form a seal which will permanently repair the leak without major excavation.

Mr. Ryba reported that the check valve on pump B has failed at the Cabot Jockey Pumping Station and a replacement check valve has been installed by the TOFA staff.

Mr. Ryba reported that pump #2 at the Wheatsheaf Pumping Station was not working properly. He noted the capacitors were replaced and the pump has been put back into service.

Mr. Ryba stated that the summer help will be done this week, and he was very pleased with the work they did and would certainly recommend allowing them to return next year if they would like too.

### Business Manager's Report

Ms. Parmer reported that Cycle 3 bills will be sent out tomorrow. She added that Cycle 1 past due notices went out, and Cycle 2 bills are due on September 3rd.

Ms. Parmer reported that there are no customers off at this time for nonpayment.

Ms. Parmer stated that Linda Major gave Kathy Sieler the final piece needed for the audit. She stated that Kathy will be in on September 12<sup>th</sup>.

## Executive Director's Report

Mr. Kim stated that he will be attending the PMAA conference in Hershey from September 15<sup>th</sup>-18<sup>th</sup> and returning to the office on September 19<sup>th</sup>.

Mr. Kim reported that he has begun the 2025 budget and is requesting an additional session with the Board.

Mr. Kim reported that the current electricity contract expires December 17<sup>th</sup> and we are looking at a 40% increase in pricing.

Mr. Kim reported that Morrisville Municipal Authority is requesting to transfer 1528 Pennsylvania Avenue to TOFA to service the water to give better water quality to the customer. He stated that MMA will run the new line and then we would service it. He also stated that MMA asked about the possibility of shared crew and equipment, the Board stated no.

Mr. Kim noted that the auditor will be out on September 12<sup>th</sup> not the 27<sup>th</sup> as listed on the agenda.

Mr. Kim stated that the administrative staff has been taking the necessary steps with digitally archiving data.

Mr. Kim reported that there will be another meeting on September 12<sup>th</sup> with the time clock company.

## Review of the Bill List

Mr. Haney asked if the camera on the vactor truck is broken. Mr. Ryba stated that this is a different camera, and it is out of warranty.

Mr. Haney asked what truck had work done at Allegiance Truck. Mr. Ryba responded that we took the vactor truck there. Mr. Haney suggested looking at Thompson Motor Services, it is where they take the fire trucks.

Mr. Haney asked why we have 30 phone lines with T Mobile. Mr. Kim stated that there will be 11-12 lines, and he is working with T Mobile to get everything in order. Mr. Haney stated that he also noticed all different plans and pricing, but the Verizon pricing appears to have been less. Mr. Kim stated he should have everything in order with T mobile shortly.

Mr. Haney asked what we have Net Carrier for. He asked if this is something we could do through Verizon. Mr. Kim stated that this is on his list to research.

Mr. Haney asked about the K3 Heating & Air bill. Mr. Ryba stated they did perform more plumbing work at these addresses. Mr. Ryba stated that for the next project they will have a set criteria as well as pricing set.

### Bills for Payment

Mr. Beier made a motion to pay the bills in the amount of \$638,959.26. Mr. Haney seconded the motion.

Poll of the Board:

Mr. Haney                      Yes

Mr. Beier                        Yes

Mr. Goodwin                  Yes

Motion Carried 3-0

### Board Comment

Mr. Haney

Mr. Haney thanked everyone and noted it was a good summer.

Mr. Beier

Mr. Beier thanked everyone for their efforts. He noted that the guys are doing a great job with doing a lot of the work in-house.

Mr. Goodwin

Mr. Goodwin thanked everyone.

### Adjournment

Mr. Goodwin suggested a motion be made to adjourn the meeting at 7:30 p.m. He noted that the next Board meeting will be held on Wednesday, September 25, 2024, at 7:00 p.m. The Board was unanimously in favor.