

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



557 Lincoln Highway
Fairless Hills, PA 19030
Phone: 215-946-6062
Fax: 215-946-6322
After Hours: 215-945-3100
Email: info@tofa-pa.com

Township of Falls Authority

September 25, 2024 REGULAR MEETING MINUTES

The regular monthly meeting of the Township of Falls Authority Board of Directors was held on Wednesday, September 25, 2024, at 7:00 P.M.

Salute to the Flag

Roll Call

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

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 August 28, 2024 Meeting

Mr. Haney made a motion to approve the minutes for August 28, 2024. Mr. Beier seconded the motion.

Poll of the Board:

Mr. Hartzell	Yes
Mr. Haney	Yes
Mr. Beier	Yes
Mr. Binney	Yes
Mr. Goodwin	Yes

Motion Carried 5-0

Public Comment

No public comment.

Solicitor's Report

Mr. Levin stated that he has no action items. Mr. Levin reported that he is finalizing the FOG Regulations, and they will need to be advertised so he can move forward. He noted the regulations will be ready for next meeting.

Engineer's Report

Mr. Bulicki reported that 2023 I/I Project is ongoing.

Mr. Bulicki stated that RVE is assisting TOFA staff as needed with the Lead and Copper Inventory.

Mr. Bulicki stated RVE is preparing the study for Cabot Diesel.

Mr. Bulicki requested Board approval for a new sewer connection agreement for 930 Big Oak Road.

Mr. Beier made a motion to approve the sewer agreement for 930 Big Oak Road. Mr. Haney second the motion.

Poll of the Board:

Mr. Hartzell	Yes
Mr. Haney	Yes
Mr. Beier	Yes
Mr. Binney	Yes
Mr. Goodwin	Yes

Motion Carried 5-0

Operation Manager's Report

Mr. Ryba reported that MECO Constructors were out to complete the paving restoration from the lining project. He noted that there is one driveway apron left to complete. Mr. Ryba stated that Bidlingmaier Landscaping was out to complete the lawn restorations, and he said it looks great.

Mr. Ryba gave an update on the water main break at the intersection of Oxford Valley Road and Trenton Road. Mr. Ryba stated the staff was unsuccessful at locating the break, so K.E. Seifert was called to locate and repair. Mr. Ryba stated that during the repair the valve used to shut down the water main for the repair broke, so an insert valve was installed. He noted that the broken valve was removed and fully repaired.

Mr. Ryba reported that RAFA Systems came out to spec out the installation of SCADA equipment at Makefield Booster, Penns Place and Wheatsheaf pumping stations. He stated that installation is scheduled for mid-October.

Mr. Ryba reported that the TOFA staff took the vector truck to the Falls Township Touch-a-Truck event on September 21 and it was a great community event.

Business Manager's Report

Ms. Parmer reported that Cycle 1 bills will be sent out by the end of the week. She added that Cycle 2 past due notices went out, and Cycle 3 bills are due on October 1st.

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

Ms. Parmer reported that the auditor is currently working on the audit.

Executive Director's Report

Mr. Kim stated that the FOD resolution will be presented at the next Board meeting.

Mr. Kim noted that the 2025 budget discussions continue.

Mr. Kim updated the Board on the EPA Survey. He noted that a letter will need to be sent to any customers who have completed the survey by November 15th.

Mr. Kim stated that we are looking at a 40% increase in electricity cost. He noted that he and Mr. Bulicki are looking into the possibility of solar panels through grants.

Mr. Kim reported that the 2023 audit is in process.

Mr. Kim stated that the office is continuing to digitally achieve data. He noted that he will be looking into purchasing individual desk scanners.

Mr. Kim discussed a sewer flow exceedance charge of \$80,000.00 from Bucks County Water and Sewer.

Review of the Bill List

Mr. Haney asked about the SJ Thomas bill for the door frame and asked if the bill just came in. Mr. Bulicki responded that this was not part of the original work that was done.

Mr. Haney asked what is included with Houg HVAS agreement. Mr. Bulicki stated that it is a maintenance agreement which does include inspection and filter changes. Mr. Haney would like to look over the agreement.

Mr. Haney stated that with \$846.00 for Cintas on uniforms he is all for looking into other options.

Mr. Binney asked why 5 of the RIO bills were stamped past due. Mr. Kim responded that the invoices were being sent to the wrong email address and he has since rectified this with RIO.

Mr. Binney asked about the charge from RIO for repair of belt clip. Mr. Kim explained that the belt clips are used for handheld readings which needed to be upgraded with the new software so they would be compatible.

Bills for Payment

Mr. Beier made a motion to pay the bills in the amount of \$785,318.84. Mr. Haney seconded the motion.

Poll of the Board:

Mr. Hartzell	Yes
Mr. Haney	Yes
Mr. Beier	Yes
Mr. Binney	Yes
Mr. Goodwin	Yes

Motion Carried 5-0

Board Comment

Mr. Hartzell

Mr. Hartzell stated that he attended the Touch-a-Truck event, and it was nice seeing TOFA there.

Mr. Haney

Mr. Haney stated that he appreciated seeing the staff wearing the proper protective clothing while out on Trenton/Oxford Valley Road for the main break.

Mr. Beier

Mr. Beier thanked everyone for their efforts especially with the Touch-a-Truck event and making TOFA look good.

Mr. Binney

Mr. Binney thanked everyone.

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, October 23, 2024, at 7:00 p.m. The Board was unanimously in favor.