

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

October 23, 2024 REGULAR MEETING MINUTES

The regular monthly meeting of the Township of Falls Authority Board of Directors was held on Wednesday, October 23, 2024, at 7:10 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 present. 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 administrative and operational matters.

Approve Meeting Minutes for September 25, 2024 Meeting

Mr. Beier made a motion to approve the minutes for September 25, 2024. 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

Public Comment

No public comment.

Solicitor's Report

Mr. Levin stated that the FOG Regulations have been advertised and the resolution is ready to be adopted. He noted that the resolution applies to commercial accounts, not residential, mainly the accounts in the food service industry. Mr. Binney asked if there will be a mailer first to inform the customers. Mr. Levin replied that yes, he believes that will be the best way to inform them.

Mr. Binney made a motion to approve the FOG Resolution 2024-12. 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

Engineer's Report

Mr. Bulicki requested Board approval for Payment Certificate #2 in the amount of \$24,326.20 for on-call paving to Meco Constructors. Mr. Binney asked if that price included the Oxford Valley Road project. Mr. Ryba replied no it is from the lining project.

Mr. Binney made a motion to approve Payment Certificate #2 in the amount of \$24,326.20 to Meco Constructors. 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

Mr. Bulick requested Board approval to release the financial security for 10 Makefield Road.

Mr. Binney made a motion to approve the release of financial security for 10 Makefield Road. 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

Mr. Bulicki reported that we received the Local Share Grant for \$250,000.00 for meter replacement.

Mr. Bulicki requested Board approval for Payment Certificate #1 to Vortex Services in the amount of \$106,681.77 for the I/I project.

Mr. Binney made a motion to approve Payment Certificate #1 to Vortex Services in the amount of \$106,681.77. 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

Operation Manager's Report

Mr. Ryba reported that the TOFA staff installed a new check valve at the Tyburn Pumping Station, and the pump is now working.

Mr. Ryba stated that the final restorations have been completed at Trenton Road and Oxford Valley Road by Becker Concrete.

Mr. Ryba reported that RAFA Systems were out installing the SCADA Systems at Makefield Booster, Penn's Place and Wheatsheaf Pumping Station.

Mr. Ryba informed the Board that an illegal connection letter has been drafted. He noted that distribution will begin in the Nottingham section where I/I is the worst.

Mr. Ryba stated that he would like to begin doing final inspections again for homes that are going to settlement. Mr. Goodwin responded that yes, we should resume inspections again.

Mr. Ryba stated that the new generator will be installed tomorrow at Oxford Valley Station.

Business Manager's Report

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

Ms. Parmer stated that On-Lot Septic notices have gone out. There are currently 34 customers that need to provide a copy of receipt that they have had their septic tanks pumped out.

Ms. Parmer stated that we had a software demo on Tuesday, and we have another one this Thursday.

Ms. Parmer stated that we will be having an employee meeting on October 30th.

Ms. Parmer noted that the next monthly Board meeting will be held on Wednesday, November 20th.

Executive Director's Report

Mr. Kim reported that FOG regulations were discussed.

Mr. Kim discussed that he is still working on 2025 budget to include capital improvements, reoccurring capital, lining project to include salaries, I/I project, tank maintenance, vector truck payments, hydrant replacements, purchase of new fleet truck and manhole inspections.

Mr. Kim discussed the 2025 project proposals to include Post Road electrical work, completion of Twin Oaks station. He noted that Cabot/Jockey stations will continue into 2026.

Mr. Kim stated that he is still working on software upgrades.

Mr. Binney asked Mr. Bulicki and Mr. Ryba if we should look at something different for Bargain City since it services so few homes. Mr. Ryba stated that he looked at a submersible well, however that cost was \$100,000. Mr. Binney stated that instead of rehabbing the building we should look to see what other feasible options there may be.

Mr. Kim gave an update on the EPA survey. He stated that the state requirements seem that every home will need to be visited. He stated he is waiting for confirmation. He noted a letter will be sent to all the residents

which will cost about \$9,000.00. He noted that he is hoping to partner the home site visits with the meter replacement program.

Mr. Kim stated that the repairs are completed with the main break on Oxford Valley Road.

Mr. Kim stated that he is looking at solar panels at 5 sites.

Mr. Kim stated that the audit draft was included in the board packet.

Mr. Kim noted letters will be sent out for illegal connections and will start with the Nottingham section.

Mr. Kim stated that final inspections will resume with homes that are going to settlement.

Mr. Kim stated that the use of the new timecard machine has begun and is currently being used with the old time clock system until we make sure there is no issues.

Review of the Bill List

Mr. Hartzel asked if it is correct that there is 3 bills for RAFA. Mr. Ryba replied that each station is billed separately.

Mr. Binney asked why we are turning the water off for NJ Transit. Mr. Kim stated that he needs to check first to see if we are permitted since it is a public agency. Mr. Kim stated that Morrisville has not received payment in over 6 months and has requested the turn off.

Bills for Payment

Mr. Beier made a motion to pay the bills in the amount of \$1,007,727.99. 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 is glad we have had no big incidents.

Mr. Haney

Mr. Haney had no comment.

Mr. Beier

Mr. Beier thanked everyone for their efforts, and he is glad to hear we installed the valves in-house which assist in saving money.

Mr. Binney

Mr. Binney had no comment.

Mr. Goodwin

Mr. Goodwin stated the next Board meeting will be held November 20, 2024.

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, November 20, 2024, at 7:00 p.m. The Board was unanimously in favor.