

Township of Falls Authority

Board Members:

James Goodwin, Chairperson
William Beier, Vice Chairperson
Paul Hartzell, Treasurer
Lolain Striluk, Secretary
Patty Powers, Assistant Secretary-Treasurer



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June 24, 2026 REGULAR MEETING MINUTES

The regular monthly meeting of the Township of Falls Authority Board of Directors was held on Wednesday, June 24, 2026, at 7:00 P.M.

Salute to the Flag

Roll Call

James Goodwin, Chairperson, William Beier, Vice Chairperson, Paul Hartzell, Treasurer, and Lolain Striluk, Secretary, and Patty Powers, 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 and Tammy McNulty, Recording Secretary, were present.

Solicitor's Report on the Executive Session

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

Public Comment

No public comment.

Approve Meeting Minutes for May 27, 2026 Board Meeting

Mr. Hartzel made a motion to approve the minutes for May 27, 2026. Mr. Beier seconded the motion.

Poll of the Board:

Ms. Powers	Yes
Ms. Striluk	Yes
Mr. Hartzell	Yes
Mr. Beier	Yes
Mr. Goodwin	Yes

Motion Carried 5-0

Solicitor's Report

Mr. Levin provided an update on the investigation by Russ Sacco. He stated that Mr. Sacco has spoken to all the Board members and he has requested an extension from Falls Township of June 30th to submit his report.

Engineer's Report

Mr. Bulicki updated the Board on Cabot Jockey. He stated that the pumps and controls replacement is being completed as an emergency while the backup generator is being pursued as phase II of the project.

Mr. Bulicki reported that a pre-construction meeting was held on June 18th for Pennsbury High School and updated plans are being reviewed as they are received.

Mr. Bulicki stated that 2631 & 2701 Durham Road in Bristol Township is redeveloping an existing site and recommending Board approval. Ms. Powers asked if we were still doing this. Mr. Bulicki responded that he had it on his agenda, so he did want to address it. Mr. Bulicki stated that if the Board is in agreeance we can discuss it after plans are submitted. He noted a Board vote is not needed.

Operation Manager's Report

Mr. Ryba reported that the final section for flushing finished last weekend and now they are moving on to capital improvements.

Mr. Ryba reported that there was a water main valve replacement on Wistar Road. He stated that the TOFA staff coordinated with Bristol Township, the middle school as well as the apartments to schedule the shutdown. Mr. Ryba noted that K.E. Seifert was contracted to make the repairs in a timely fashion.

Mr. Ryba reported that KAPPE came out to perform annual maintenance on the chopper pumps at the Oxford Valley pump station. Mr. Ryba stated that both pumps were in major need of repairs but one needed immediate repair. He noted that KAPPE sent over the quote offering option of either repair or replacement. Mr. Ryba stated that based on the age of the pump replacement was the best option. Mr. Ryba stated that they decided to be proactive and replace both pumps and they should arrive 6-8 weeks.

Mr. Ryba provided an update on Penns Place pumping station. He stated that Xylem has repaired pump #1 and will be installed within the next couple days.

Mr. Ryba stated that he received a quote from Hi-Tide for installation at Post Road and Vermillion as well as upgrades to a few other stations and the total came in around \$20,000 which is under the budgeted amount.

Business Manager's Report

Ms. Parmer stated that Cycle 1 bills will be sent out this week. She stated that Cycle 2 late notices went out and Cycle 3 late notices will go out 7/1.

Ms. Parmer reported that there is 1 customer turned off for non-payment, however they did turn the water back on. She noted that a lock has been ordered and will be installed.

Ms. Parmer reported that CCRs have been mailed and have also been posted on the website.

Executive Director's Report

Mr. Kim reported that there are some ongoing HR issues.

Mr. Kim stated he is looking for Board input for 2027 budget and contract negotiations. He is looking for Board direction and hopefully a committee for both.

Mr. Goodwin stated that usually the Executive Director, along with the Business Manager and Operations Manager, handle the budget. Mr. Kim stated he is just looking for the Boards input as he prepares the budget. Mr. Goodwin stated that he'd like to see a lean budget so there doesn't need to be an increase in rates. Ms. Striluk agreed and would like to see us save where we can. She noted that we had a rough winter and some things need to be done. She noted that we will also need to see if Lower Bucks or BCWSA raise our rates and if so, we may need to raise the rates. Mr. Hartzel stated that some upgrades to the pumping stations would be a good idea. Mr. Ryba stated that he, Mr. Kim and Mr. Bulicki are working on some needed items. Mr. Goodwin suggested that maybe we should forgo lining for next year and put that money into the stations. Ms. Striluk asked Mr. Bulicki what kind of grants we could get. Mr. Bulicki stated that there isn't anything right now, however we do apply for different grants. He also noted that grants open to municipalities can be used at our discretion, however they do have to be used for what they are awarded for. Mr. Beier stated that we need to know our needs since we do want quality work. Mr. Hartzell noted that we need to stay up to date with technology. Mr. Ryba noted that the meter replacement will be within the next couple of years. Mr. Kim stated that with a committee selected by the Board for the budget it will avoid needing to discuss in the public meeting. Ms. Powers questioned that a committee is needed to do this. She stated that Mr. Kim could always request an earlier executive session to discuss. Mr. Goodwin stated that once a preliminary budget is made all the Board can meet to discuss it as a group. Mr. Kim stated a committee makes it easier since we only meet once a month. Mr. Goodwin asked if Mr. Kim had started the budget and Mr. Kim responded he has.

Mr. Goodwin stated that since the union contract goes until the end of 2027 why do we need to begin now. Mr. Kim stated he is just trying to get Board's opinion. Mr. Kim stated that Mr. Bidlingmaier suggested a committee of two Board members. Ms. Powers asked if there was a wish list in place. Mr. Kim stated that they are working on it and once we know what ours is and what theirs is, the process will go smoother. Mr. Goodwin suggested Mr. Kim bring it back to the Board in January.

New Business

2631 & 2701 Durham Road Development Project

Mr. Bulicki stated that this is a development project for a commercial space. He stated that legally Board approval is not needed. Mr. Goodwin asked Mr. Bulicki how other Authority's handle these. Mr. Bulicki stated a majority do not provide Board approval.

Questions on Bill List

Ms. Powers stated she is just unclear on the budget vs actual. Mr. Kim stated that she is welcome to stop by and he will review it with her or she can ask any questions now. Ms. Powers stated she is not sure what the water solution bill is for on the separate sheet of paper. Mr. Ryba stated this was for pump repairs at Penns Place.

Ms. Striluk asked what the Mike Nelson bill was for. Mr. Ryba responded that it is for classes. He noted that the field staff are required to take 15hrs of continuing education classes a year. Mr. Ryba stated that he posts the classes and the field staff choose which classes they would like to attend. Ms. Striluk asked if they get paid for the day. Mr. Ryba stated we do pay them and TOFA does pay for the classes. He noted it is a good way to help the staff keep up with their licenses, which is a benefit to TOFA.

Bills for Payment

Mr. Hartzell made a motion to pay the bills in the amount of \$344,586.95. Mr. Beier seconded the motion.

Poll of the Board:

Ms. Powers	Yes
Ms. Striluk	Yes
Mr. Hartzell	Yes
Mr. Beier	Yes
Mr. Goodwin	Yes

Motion Carried 5-0

Board Comment

Ms. Powers – Ms. Powers asked about the grease disposal for the vector truck. She asked if we were choosing another site. Mr. Ryba stated that now we will be using the Lancaster site for disposal. Ms. Powers asked if we have all the necessary permits. Mr. Ryba stated yes that we are good to go. He noted that we will be trying it for the first time in the next couple of weeks to see how it works out. Ms. Powers asked if we still need additional insurance coverage. Mr. Kim stated we do not, that was only needed for the other site, and this is why they chose to use the Lancaster site.

Ms. Powers asked about the paving of the parking lot. Mr. Kim responded that the Township Manager sent an email stating the Supervisors are not willing to pay for the parking lot resurfacing. He stated that he can also

go back to them however initially Public Works was going to do the work and then he was later informed that they do not have the manpower to do the work. Mr. Kim stated that the Township Manager requested he get quotes on the parking lot, however once the quotes came in rather high the Board declined to pay.

Ms. Powers requested exact time to be on the agenda for executive session. Mr. Kim stated that if we are having an executive session, he will inform the Board prior to the meeting.

Ms. Striluk – Ms. Striluk asked about the water seepage behind the building. Mr. Kim stated that after the roof replacement, he and Ms. Parmer noticed some water in the back hallway. He stated he was concerned that the roof may have been leaking, however it was found to be ground water seepage that had leaked to the back hallway. Mr. Ryba stated that there is a drainage issue with a clogged drain behind the building where he placed chemicals in and if need be, he will have it jetted to clear the drain. Ms. Striluk stated that there seems to be a lot going on with the building with the seepage, blocked drain and a tree that fell. Ms. Parmer stated the tree came down over the winter, which is Conrail's and located behind the building.

Mr. Hartzell – Mr. Hartzell stated that hot days are coming, stay hydrated. He also stated that he will not be here for the next meeting, but he will try to call in. He wished everyone a Happy 4th.

Mr. Beier – No comment.

Mr. Goodwin – No comment.

Adjournment

Mr. Goodwin suggested a motion be made to adjourn the meeting at 7:51 p.m. He noted that the next monthly Board meeting will be held Wednesday, July 22, 2026, at 7:00 p.m. The Board was unanimously in favor.