Township of Falls Authority

Board Members:
Lolain Striluk, Chairperson
William Beier, Vice Chairperson
Paul Hartzell, Treasurer
Patty Powers, Secretary
David Rubino, Assistant Secretary-Treasurer

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September 23, 2026 REGULAR MEETING MINUTES

The regular monthly meeting of the Township of Falls Authority Board of Directors was held on Wednesday, September 23, 2026, at 7:07 P.M.

Salute to the Flag

Roll Call

Lolain Striluk, Chairperson, was present. William Beier, Vice Chairperson, was absent. Paul Hartzell, Treasurer, present, and Patty Powers, Assistant Secretary/Treasurer, and David Rubino were present. Mike Levin, Authority Solicitor, and Taylor Rebo, Authority Engineer, were present.
Peter Kim, Executive Director, John Ryba, Operations Manager, Megan Parmer, Business Manager and Tammy McAnulty, Recording Secretary, were present.

Mr. Levin stated an Executive Session was held to discuss administrative and budgetary matters.

Mr. Hartzell made a motion to appoint Ms. Powers as Secretary. Mr. Rubino seconded the motion.

Poll of the Board:

Mr. Rubino	Yes
Ms. Powers	Yes
Mr. Hartzell	Yes
Mr. Beier	Absent
Ms. Striluk	Yes

Motion Carried 4-0

Mr. Hartzell made a motion to appoint Mr. Rubino as Assistant Secretary/Treasurer. Ms. Powers seconded the motion.

Poll of the Board:

Mr. Rubino	Yes
Ms. Powers	Yes

Mr. Hartzell Yes
Mr. Beier Absent
Ms. Striluk Yes

Motion Carried 4-0

Ms. Striluk noted that Mr. Beier is not present for the 3rd consecutive meeting and instructed Mr. Levin to draft a letter to the Township removing him from the Board.

Public Comment

Lauren Defranco, a resident of 412 Centennial Drive was in attendance. Ms. Defranco requested Board consideration with regards to her current bill. She stated she received a bill for $1018.74 when her normal bill is about $365.00. She stated that she did contact TOFA and they showed usage of about 2300 gallons a day for about 21 days than the usage dropped back to normal. She stated her home is 1000sqft and she resides with her husband and 2 children and they have made no changes. Ms. Defranco stated that John Ryba and Charlie came out to conduct an inspection and found no leaks. She stated that the meter had been tested and it showed no malfunction. She did note that an old water filter system was found in the crawl space which she was unaware of until John Ryba found it. She noted she is in the process of getting rid of it since it is not used. Ms. Defranco is requesting 50% off her overage charge since no one knows for sure what happened. She noted that this bill imposes a significant burden on her family and is looking to be met at the 50% off instead of the 35% off she was offered.

Mr. Levin stated that the Board is aware of the situation and will take her comments into consideration. He noted that Mr. Kim will report to her the Board's decision.

Approve Meeting Minutes for August 26, 2026 Board Meeting

Mr. Hartzell made a motion to approve the minutes for August 26, 2026. Ms. Powers seconded the motion.

Poll of the Board:

Mr. Rubino Yes
Ms. Powers Yes
Mr. Hartzell Yes
Mr. Beier Absent
Ms. Striluk Yes

Motion Carried 4-0

Solicitor's Report

Mr. Levin stated that he has no new business to discuss. He did note that he is working on an employment agreement for Mr. Kim as well as other administrative policies.

Engineer's Report

Mr. Rebo reported that a crew will be heading out tomorrow to Tyburn Pump station.

Mr. Rebo requested Board approval of the RVE proposal to prepare three applications for the Local Share Accounts in the amount of $15,000.00. He noted the applications are for Bargin City, Penns Place and Sanitary Sewer I/I.

Mr. Kim stated that this is just for your information, no approval is needed. Ms. Powers asked what exactly the highway occupancy permit is. Mr. Rebo responded that PennDOT requires it. She asked why RVE is needed to obtain the highway occupancy permit. She stated other townships obtain their own, couldn't our staff do so instead of paying the engineer. Mr. Ryba responded that this is how we have always handled it in the past. He stated that the engineers always handled the review and submittal. He noted that this project will be paid out of escrow by the customer.

Operation Manager's Report

Mr. Ryba updated the Board on Austin Tank. He stated the mixer kept tripping out so an electrician was called and stated it was pulling too much power. Mr. Ryba reported that Southern Corrosion provided a quote and will be replacing the motor. Ms. Striluk asked how much it was going to cost. Mr. Ryba stated it would be $5,700.00.

Mr. Ryba stated that Waste Management hit a hydrant on Eagle Circle and it broke at the bottom. He noted that the TOFA field crew were able to isolate the leak and make the repair over a 2-day period. He stated that the staff did need to remove some of the sidewalk to replace the hydrant. He did note that Waste Management's insurance will be covering all the expenses.

Mr. Ryba reported that Blooming Glen was out Monday to address 2 check valves at Penns Pace. Set pumps up to run simultaneously for now and we will replace the parts that are needed. He stated that we will be trying for a grant to re-do the bypass connection and set up a vault.

Universal Instrument Co. was out to test and calibrate the master meters. He stated that repairs are needed for Post Road, West Trenton and New Falls interconnections. He noted that repairs were needed on the flow meter at New Falls and the meter head at Post Road. He stated that the flow meter at Booster station needs to be replaced and he is waiting for a quote.

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 bills are due 10/1.

Ms. Parmer reported that there were 2 customers who are off for nonpayment and both had turned the water back on. She noted that the one already had a lock installed on the curb box which they cut off. Ms. Striluk asked Mr. Levin how we should handle this. Mr. Levin stated that it is theft of services. Ms. Parmer stated that it is in the Rules & Regulations that we can take them to court and it is a $10,000 fine, however, how will we get this if we can't get money for their past due bill. Mr. Levin stated that Ms. Parmer can send him information on both properties and he can begin the foreclosure process. He stated it is a two-step process. He stated that he must file a municipal lien first and then institute the foreclosure process. Ms. Powers asked a question as to whether we must provide water. Mr. Levin stated we do not, however we do have to follow procedures. Mr. Kim stated that we have exhausted all our options however we can also inform the township that the water is off and the resident is turning it back on. Ms. Powers asked how long this had been going on. Ms. Parmer responded that it has been since November of 2025 and they owe about $3000. Ms. Striluk stated that based on these points she thinks we follow the foreclosure process. Ms. Parmer stated that the property on Woolston did set up a payment arrangement when they were initially tagged for shut off, however they did not make any payments, so water was turned off on September 10th. She noted that the customer stated that due to her circumstances she has no money to pay. Ms. Striluk stated to put the lock on it. Ms. Powers asked when we are putting the lock on it should we have police presence. Mr. Kim stated that we do if the resident is problematic. Ms. Parmer stated that she also has another one, however this one is a sewer only customer that has water through MMA. She noted that numerous tags have been placed on the door and she has also emailed them as well. Mr. Kim asked if we had notified MMA. Ms. Parmer stated she has however they will not turn them off. Mr. Kim stated that we should meet the requirements needed by MMA and provide Mr. Levin the information as well.

Ms. Parmer also requested the Board's approval to allow Mr. Kim to sign our annual MMO.

Ms. Striluk authorized Mr. Kim to sign the annual MMO. Mr. Kim stated that a motion is needed.

Ms. Striluk made a motion to approve Mr. Kim to sign the MMO for 2027 payment. Ms. Powers seconded the motion.

Poll of the Board:

Mr. Rubino	Yes
Ms. Powers	Yes
Mr. Hartzell	Yes
Mr. Beier	Absent
Ms. Striluk	Yes

Motion Carried 4-0

Executive Director's Report

Mr. Kim reported that we are now depositing escrow into Trumark.

Mr. Kim asked the Board if they had any feedback on 412 Centennial. He noted that he did offer the 25% but did end up increasing to 35%. Ms. Striluk stated that the water went somewhere. Ms. Powers noted that she did admit that they have a filtration system. Mr. Ryba stated that he noticed the filter in some pictures, so he went back out to look it over. He noted that there is a possibility that the filter system malfunctioned from the research he has done but he is uncertain. Ms. Powers stated that the usage is back to normal, so something happened. Mr. Rubino asked if there was a pool. Mr. Ryba replied that there is not and the surrounding neighbors do not as well. Mr. Kim stated he offered the 35% but it is up to the Board and he is looking for their direction. Ms. Powers stated that she is not in favor of offering the 50% off. Ms. Striluk stated to keep it at the 35%.

Mr. Kim reported that he is working on new office phones. He noted that he did compare 4 different vendors and this one is the lowest. He stated that there is no contract, it is month to month and includes a free conference phone. He stated the company is Global IP and he figured he would give them a try since it is month to month.

Mr. Kim reported that the 2027 budget is ongoing and the next meeting is on September 29th. He stated that now it is time to clean it up and focus on capital projects with the focus on Tyburn Pump Station which will cost about $2,000,000 to upgrade however it will be a pay as you go.

Mr. Kim asked if the Board had any interest in him approaching the township to consider additional compensation for special committees since he heard at his conference that a lot of Authorities offer additional compensation for the Board members that sit on Special Committee Boards. He noted that if the Board would like he would approach the Township to discuss this.

Mr. Kim stated that with commercial meters we buy them at cost and the customer pays for them. He asked if we are permitted to mark the meters up, he is considering a 15% markup. Mr. Levin stated that it would require a Board vote. Mr. Kim stated he wanted to make sure it is legal to do so and if so, what is needed to move forward. Mr. Levin stated he would like to look into this further. Ms. Striluk requested Mr. Levin look into this for next month.

New Business

Ms. Striluk stated that it was discussed in the budget meeting that the current practice of a guarantee of 4 hours overtime be stopped and the administrative staff only be paid based on the overtime worked. Ms. Striluk is bringing this to the Board for approval.

Ms. Striluk made a motion to eliminate the guarantee of 4 hours of overtime for the administrative staff and only pay for the hours worked. Ms. Powers seconded the motion.

Poll of the Board:

Mr. Rubino	Yes
Ms. Powers	Yes
Mr. Hartzell	Yes
Mr. Beier	Absent
Ms. Striluk	Yes

Motion Carried 4-0

Ms. Striluk stated the ongoing issue of whomever is meter reading should be paid only their normal rate and not the meter reader rate. Mr. Kim stated that Ms. Parmer stated that this changed a long time ago. Ms. Powers commented she thought so however Mr. Kim stated it had not.

Ms. Striluk made a motion to pay the meter reader only at their normal pay rate and not the meter reader rate. Mr. Hartzell seconded the motion.

Poll of the Board:

Mr. Rubino	Yes
Ms. Powers	Yes
Mr. Hartzell	Yes
Mr. Beier	Absent
Ms. Striluk	Yes

Motion Carried 4-0

Mr. Kim asked if John Palmer ever received HRA benefits. Ms. Parmer responded that he did when he first started, however she noticed this error when she took over the Business Manager's position and it was stopped. She noted that it wasn't under the admin benefits but under the union benefits. She stated that prior union employees were grandfathered in and the new employees were not to receive it. She stated that when she took over payroll, she noticed it and it stopped. Mr. Kim apologized, saying he wasn't aware and would not allow that to happen on his watch. Ms. Parmer responded that this was about 10 years ago. Ms. Striluk confirmed it was fixed. Ms. Parmer stated it had.

Ms. Powers questioned the IRS refund again. Mr. Kim stated that he wrote a letter to the IRS noting that we paid extra so we would not incur penalties and the response we received is that the IRS still needs more time. Mr. Kim stated that when you try to call you are on hold for like 3 hours. He noted we are still due a refund of about $20,000. Mr. Hartzell asked if they could reject sending the payment. Mr. Kim responded no, we have everything we need. Mr. Kim stated no and if we didn't pay it, they would have continued to charge us penalty.

Ms. Powers asked if the meeting with LBJMA ever took place because it says Dr. VJ was on vacation. Mr. Kim responded yes this was for Lynn Avenue however right now it is on hold with Nuuly. Ms. Striluk asked if we have heard anything on Nuuly. Mr. Kim stated he did call the attorney today.

Ms. Powers asked Ms. Parmer about sump pump illegal connection. Ms. Parmer responded that Mr. Ryba sends them out. Mr. Ryba stated he usually sends them out mid-November before the winter sets in.

Ms. Powers asked Mr. Ryba is making out with the weekly meetings. Mr. Ryba responded that there is a big divide out there and he is doing his best. Mr. Ryba stated that Bill Crawford is now back. Ms. Powers stated she wasn't suggesting that he was not. She was just curious how it was going. Mr. Ryba stated some of the tension is union related but he is trying his best. Ms. Powers stated everyone is doing a great job and that the Board is working for the employees, not against them. She also stated that Ms. Striluk is doing a great job as chairperson. She noted that we ask questions so please don't take it the wrong way.

Questions on Bill List

Ms. Powers asked why we are paying Bristol Township for a fire inspection and not going through Falls Township. Mr. Ryba responded that New Falls pumping station is in Bristol Township. Mr. Ryba questioned why it was for 2023 and Ms. Parmer stated that they have been mailing invoices to the stations and we have not received them. She noted that she had this corrected.

Bills for Payment

Ms. Powers made a motion to pay the bills from August 27th through September 23rd in the amount of $571,422.68. Mr. Hartzell seconded the motion.

Poll of the Board:

Mr. Rubino	Yes
Ms. Powers	Yes
Mr. Hartzell	Yes
Mr. Beier	Absent
Ms. Striluk	Yes

Motion Carried 4-0

Ms. Striluk stated that the check that was added on to the bill list was for a deposit for our holiday party at Puss 'n Boots. She stated the Board felt it would be nice to have a party to include spouses. She is hoping that people will come since it will be a nice party. She noted it will be on December 4th at either 5:30 or 6:00pm and of course everyone in this meeting will be included as well. Ms. Striluk asked if there was any feedback or questions for the Board. Mr. Ryba stated he thinks it's a good idea. Mr. Kim stated a sign-up sheet will be posted. Ms. Powers stated that it will give everyone an opportunity to meet the Board. Ms. Striluk stated that they will also invite the Supervisors as well as the Township Manager. Ms. Powers commented that

she knows in the past retirees have been invited. Ms. Striluk stated that we can certainly do that. Ms. Striluk stated that food is easy, but liquor is not so easy. She noted that we need to come up with ideas. Ms. Powers suggested limiting how many beverages per person. She stated maybe 2 drinks per person. Ms. Striluk stated that the alcohol will need to be decided. Mr. Kim stated maybe giving everyone a gift certificate for the location that could be used for the employees purchasing their own beverages. Ms. Striluk stated that when it was done that way in the past it really didn't work. Ms. Striluk asked why TOFA cannot pay. Mr. Levin responded that it really is just what your budget allows. Ms. Striluk asked Mr. Levin if legally it is okay. Ms. Powers suggested maybe giving out tickets for drinks. Mr. Kim stated he doesn't like to pay for alcohol. Ms. Striluk stated everywhere she worked, had included alcohol. Mr. Kim recommends that we do not. Ms. Powers asked Ms. Parmer how it was done in the past. Ms. Parmer stated that when we held the party at Cosmo's we did the gift certificates and then at the Five Four someone picked up the tab. She noted last year was the same 2 people picked up the tab. Mr. Levin stated that he is sure he can get Randy to pick up an hour. Ms. Powers stated that the party she attended in the past was lovely and she thinks it is a great idea. She also noted that she understands Mr. Kim's standpoint on alcohol. Ms. Powers asked Mr. Hartzell for his opinion. Mr. Hartzel stated he thinks alcohol is fine but limiting how many. Ms. Striluk stated that we are trying to do that again and she noted she does understand where Mr. Kim is coming from. Mr. Rubino stated that he is all about a good party and his work does limit the amount per person and after that the employees pay for their own alcohol. Ms. Striluk stated we are just trying to get everyone together in a different setting and it should be fun.

Ms. Parmer asked if the Board was okay with her and Mr. Kim signing the checks again this month. Ms. Striluk replied she is fine with it.

Board Comment

Mr. Rubino – Mr. Rubino stated that this was his first meeting and he is looking forward to meeting everyone.

Ms. Powers – Ms. Powers stated that the Board is here for everyone and not against anyone. She stated if there are any questions it should be communicated. She stated she feels if we communicate it will be a heck of a run.

Mr. Hartzell – Mr. Hartzell stated everyone is doing a great job and that they are here for everyone.

Ms. Striluk – Ms. Striluk stated that everyone is new to the Board and they are trying to do right by TOFA and the staff. She stated that the only way is through communication and working together. She stated if they don't run things right there may not be a TOFA and everyone needs to be aware of that. She stated we need to stand together and serve our rate payers accordingly. She stated that the Board does not want there to be descension in the ranks and it is very disturbing to hear about it. She stated that the Board is trying to work with everyone and they are not here to cause problems or get rid of people. She noted that it is almost the

end of the year and she is looking forward to 2027. Ms. Striluk stated that if everyone sticks together, we will continue on the right path. She thanked everyone in the room as well as her Board members.

Mr. Kim added that he forgot a large item which is adding of 2, 3 or 4 AMI towers at the cost of $37,000/each. He noted that it will be a cost of $160,000. He added that he also needs to place an order for 5/8 meters at $350.00/each up to 1000 or 1500 meters. He noted the rate for the meters may increase to $385.00/each however he is trying to get the lower rate. Ms. Striluk asked if it is in the budget for all of this. Mr. Kim responded yes and it is budgeted at $700,000 with an available grant for up to $250,000.

Mr. Kim also stated that we received the final check for the roof for $140,000. He noted we received $140,000 last year and then the last check for $140,000.

Adjournment

Ms. Powers suggested a motion be made to adjourn the meeting at 8:12 p.m. and Mr. Hartzell seconded the motion. The next monthly Board meeting will be held on Wednesday, October 28, 2026, at 7:00 p.m. The Board was unanimously in favor.