

REGULAR MEETING MINUTES
July 25, 2011

The Regular Meeting of the Lehigh County Authority was called to order at 12:19 p.m. on Monday, July 25, 2011, Chairman Asa Hughes presiding. Other Members present at the commencement of the meeting were: Tom Muller, Emrich Stellar, Scott Bieber, Brian Nagle, and Norma Cusick. Authority Staff present were: Aurel Arndt, Bradford Landon, Pat Mandes, Frank Leist, Douglas Young, Joseph McMahon, Liesel Adam, and Cristin Keppel.

Bruce Gordon from Johnson, Mirmiran, & Thompson and Gary Birks from Senator Pat Browne's office were also in attendance. Jeanine Bauer, member of the public from Jordan Road, North Whitehall Township, was also present.

REVIEW OF AGENDA

Mr. Arndt stated there were no additional items following the scheduled agenda.

EXECUTIVE SESSION

Mr. Arndt stated there were no executive sessions planned.

APPROVAL OF MINUTES

June 27, 2011 Regular Meeting Minutes

On a motion by Ms. Cusick, seconded by Mr. Nagle, the Board unanimously approved the minutes of the June 27, 2011 Regular Meeting (6-0).

PUBLIC COMMENTS

Ms. Bauer stated that she is a resident of North Whitehall Township, specifically residing on Jordan Road, and she was present to represent all residents of Jordan Road and the surrounding area around the proposed wastewater treatment plant on the KidsPeace property. She stated that all residents on Jordan Road are opposed to the proposed sewage plant. Ms. Bauer posed questions to the Board regarding when the Jordan Creek dries up, as it does frequently during summer months. She asked if it was a typical practice to discharge to a dry stream and who monitors that practice.

Mr. Arndt stated that existing regulations state that discharges may not harm existing water quality or life. He also indicated that the DRBC and PA-DEP are involved in permitting and monitoring the operations. Discussion followed.

Mr. Hughes asked Ms. Bauer to submit any other questions via writing so they may be properly addressed.

ACTION AND DISCUSSION ITEMS

Interconnection with City of Allentown (COA), Phase 2 (Approval)

Mr. Arndt explained that Livengood Excavators, Inc. has provided a signed agreement and acceptable bonds and insurance certificate, but access to certain portions of the project area has not yet been secured from the COA. Because the COA Interconnection agreement states that the Authority must take water in 2012, it is recommended that the Board amend its earlier action and authorize the staff to award the construction contract, limiting the work to the areas outside of City property and City street rights-of-way, and proceeding with the balance of the work as access is secured. If the Authority continues to hold off awarding the contract until access to the City properties and streets is secured, the current completion deadline may not be feasible.

On a motion by Mr. Muller, seconded by Mr. Stellar, the Board unanimously approved to amend the Livengood Excavators, Inc. contract award and issue a Notice to Proceed on the portions of the project area that do not require Rights of Way from the City (6-0).

Mr. Birks exited the meeting at 12:45 p.m.

Budget Amendment – Laboratory Services (Approval)

Mr. McMahon stated that the Pennsylvania Department of Environmental Protection changed required monitoring frequency for SOCs and VOCs in 2011 instead of in 2012 as previously planned, well after the Authority's budget approval process. In February, previously State waived SOC contaminants were also added to the required monitoring list. He indicated that most entry points require quarterly monitoring of 30 contaminants at a cost of \$1,060 per quarter, per entry point, which is a considerably larger increase than the budgeted amount.

On a motion from Ms. Cusick, seconded by Mr. Nagle, the Board unanimously approved a Budget Amendment addition for \$78,000 for required laboratory services (6-0).

Long-term Wastewater Capacity

Mr. Nagle asked for some clarification regarding the notes in the agenda on this subject.

Ms. Mandes stated that the Long-term Wastewater Capacity Plan approach ultimately selected will require Board approval; however, an RFP will be issued for Act 537 Planning before a final decision is made because all three options will need to be evaluated in the planning process.

SYSTEM OPERATIONS OVERVIEW

Mr. McMahon stated a water main break at Meadowyck Condominiums late during the night of July 24, 2011 is being repaired. He also noted that usage is up to 10.7 mgd because of the summer weather.

Ms. Adam reviewed 2010 and current water usage data.

Mr. McMahon stated that 2 MGD is coming from Schantz Spring, which helps to lessen the stress on other wells during these high demand periods.

Ms. Adam also noted there are currently no drought warnings at this time from DEP or DRBC.

STAFF COMMENTS

Budget Comparative

Mr. Young indicated that there was an error on the Wastewater Treatment Plant Operating Report section of the new budget comparative and distributed corrected information to Board members.

Mr. Arndt stated that the Comparative shows modest growth in the area and there is little increase in revenue other than the water rate increase that went into effect recently.

SOLICITOR'S COMMENTS

None.

OTHER COMMENTS

Draft CFO Job Description

Mr. Arndt referred to the draft job description previously distributed for the new CFO position that will replace the Business Manager position. He stated that the job advertisement and recruitment process will start shortly so that a candidate is hired and has some overlap time with Doug Young before his

retirement. Mr. Arndt stated that the goal is to bring the new CFO on board by January 1, 2012. He explained the list of key deliverables and discussed the screening process with Board members.

Messrs. Nagle and Stellar suggested that strategic planning deliverables are extremely important given the current economic forecast, as well as more detailed financial aspects of the description. Discussion followed.

EXECUTIVE SESSION

The Chairman called for an Executive Session at 1:33 p.m. to discuss issues surrounding the Jordan Creek Wastewater System. Ms. Bauer and Mr. Gordon exited the meeting.

The session ended at 2:21 p.m.

ADJOURNMENT

There being no further business, the Chairman adjourned the meeting at 2:22 p.m.

Brian C. Nagle
Assistant Secretary