

REGULAR MEETING MINUTES
March 26, 2012

The Regular Meeting of the Lehigh County Authority was called to order at 12:24 p.m. on Monday, March 26, 2012, Chairman Asa Hughes presiding. Other Members present at the commencement of the meeting were: Tom Muller, Richard Bohner, Brian Nagle, Norma Cusick, and Scott Bieber. Authority Staff present were: Aurel Arndt, Frank Leist, Liesel Adam, Pat Mandes, Joseph McMahon, Douglas Young, Brad Landon, and Cristin Garger.

Sandy Spellman, consultant from Fox Lawson and Associates, was in attendance.

Member of the public, Jeanine Bauer of Jordan Road in North Whitehall Township, was in attendance.

REVIEW OF AGENDA

Mr. Arndt noted that the Water Item regarding Arcadia West will be handled first, followed by the Personnel Study presentation which will include an Executive Session

EXECUTIVE SESSION

Mr. Arndt stated there would be one Executive Session regarding personnel.

APPROVAL OF MINUTES

March 12, 2012 Workshop Meeting Minutes

On a motion by Ms. Cusick, seconded by Mr. Muller, the Board unanimously approved the minutes of the March 12, 2012 Workshop Meeting (4-0). Messrs. Nagle and Bohner abstained due to their absence at the subject meeting.

ACTION AND DISCUSSION ITEMS

Arcadia West Pumping Station Modifications

Mr. Leist explained that a Capital Project Authorization (CPA) was approved on December 7, 2011 in the amount of \$139,440 for the Design Phase of a project to modify the Arcadia West Pumping Station in Weisenberg Township that would include re-piping the station, larger distribution pumps with variable frequency drives (VFD), an emergency power generator, metering, SCADA control, corrosion control equipment, a redundant fire pump, minor building expansion (if required), paving, and a new pump in well PW-1. Any electrical or code deficiencies will be addressed by the design, and the station would maintain service during construction. He stated that the initial authorization did not include SCADA services; therefore, the Authority has solicited SCADA firms to submit proposals to design, furnish and implement a SCADA system that will control and monitor station operation, including an upgrade of hardware and software components at the LCA central office. The SCADA cabinet and conduit and wiring to field devices will be installed by the electrical contractor. Mr. Leist briefly explained the selection process, referring to the previously distributed memorandum. He indicated that approval to award the contract to Aptus Control Systems, Inc., the lowest bidder, is recommended for this work.

On a motion from Mr. Muller, seconded by Mr. Nagle, the Board unanimously approved Capital Project Authorization Amendment No. 1 for design phase SCADA services for the Arcadia West Pumping Station Modifications in the amount of \$34,560 (6-0).

On a motion from Mr. Bieber, seconded by Mr. Nagle, the Board unanimously approved the Professional Services Authorization for Aptus Control Systems, Inc for design phase SCADA services for the Arcadia West Pumping Station Modifications in the amount of \$34,560 and authorized the appropriate Staff members to finalize and execute an agreement in this regard (6-0).

Personnel Study – Pay Classification Plan (Approval)

Mr. Young introduced the Personnel Study Consultant, Sandy Spellman of Fox Lawson.

Ms. Lawson reviewed the attached presentation outlining the basic topics of the study including compensation philosophy, job classification, broad banding analysis, and market study.

SYSTEM OPERATIONS OVERVIEW

Mr. McMahon had no comments.

STAFF COMMENTS

None.

SOLICITOR'S COMMENTS

Solicitor Landon had no comments.

OTHER COMMENTS

None.

EXECUTIVE SESSION

The Chairman called for an Executive Session at 1:02 p.m. to discuss personnel; all staff members except for Messrs. Young and Arndt were excused.

The session ended at 2:30 p.m.

On a motion from Mr. Nagle, seconded by Ms. Cusick, the Board unanimously approved the 2012 budget amendment request in the amount of \$42,288 for 2012 employee compensation changes (6-0).

ADJOURNMENT

There being no further business, the Chairman adjourned the meeting at 2:34 p.m.

Richard H. Bohner
Secretary