



## LEHIGH COUNTY AUTHORITY

**LCA Main Office:**  
1053 Spruce Road  
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**Agendas & Minutes Posted:**  
[www.lehighcountyauthority.org](http://www.lehighcountyauthority.org)

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### BOARD MEETING AGENDA – July 11, 2016

1. Call to Order
  - *Public Participation Sign-In Request*
2. Review of Agenda / Executive Sessions
3. Approval of Minutes
  - *June 27, 2016 Board meeting minutes*
4. Public Comments
5. Action / Discussion Items:

#### **FINANCE AND ADMINISTRATION**

#### **WATER**

#### **WASTEWATER**

- *Organizational Goal # 3 – Environmental & Regional Leadership (Focus of Discussion: Administrative Order – Current Status, Estimated Costs, & Next Steps) (yellow)*

6. Monthly Project Updates / Information Items (1<sup>st</sup> Board meeting per month)
7. Monthly Financial Review (2<sup>nd</sup> Board meeting per month)
8. Monthly System Operations Overview (2<sup>nd</sup> Board meeting per month)
9. Staff Comments
10. Solicitor's Comments
11. Public Comments / Other Comments
12. Executive Sessions
13. Adjournment

#### **UPCOMING BOARD MEETINGS**

*Meetings begin at Noon at LCA's Main Office, unless noted otherwise below.*

\*July 11, 2016      \* Special Meeting @ 6:30 pm to discuss EPA Administrative Order  
July 25, 2016  
August 8, 2016

#### PUBLIC PARTICIPATION POLICY

In accordance with Authority policy, members of the public shall record their name, address, and discussion item on the sign-in sheet at the start of each meeting; this information shall also be stated when addressing the meeting. During the Public Comment portions of the meeting, members of the public will be allowed 5 minutes to make comments/ask questions regarding non-agenda items, but time may be extended at the discretion of the Chair; comments/questions regarding agenda items may be addressed after the presentation of the agenda item. Members of the public may not request that specific items or language be included in the meeting minutes.

**REGULAR MEETING MINUTES**  
**June 27, 2016**

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The Regular Meeting of the Lehigh County Authority was called to order at 12:17 p.m. on Monday, June 27, 2016, Chairman Brian Nagle presiding. Other Members present at the commencement of the meeting were: Linda Rosenfeld, Kevin Baker, Richard Bohner, and Norma Cusick. Ted Lyons called in and was listening to the meeting on the conference phone and voting. Authority Staff present were Liesel Gross, Ed Klein, Pat Mandes, Frank Leist, Brad Landon, Chuck Volk, John Parsons, Phil DePoe, Amy Kunkel, and Lisa Miller.

**REVIEW OF AGENDA**

Liesel Gross stated that there are two changes to the agenda. The first one is the item under Water, Suburban Division-Spring Creek Pump Station is actually a Wastewater item and the second item is an additional item under Finance and Administration for Board consideration.

**APPROVAL OF MINUTES**

**June 13, 2016 Regular Meeting Minutes**

On a motion by Richard Bohner, seconded by Norma Cusick, the Board approved the Minutes of the June 13, 2016 Regular meeting (6-0).

**PUBLIC COMMENTS**

None.

**ACTION AND DISCUSSION ITEMS**

**Wastewater Capital Recovery Fees**

Resolution 6-2016-2 is a resolution that establishes various components of the Lehigh County Authority Capital Recovery Fees for various Suburban Division wastewater systems. Liesel Gross brought to the Board's attention the first chart which shows a large increase in the capital recovery fees for the Heidelberg Heights Wastewater System. Ms. Gross explained that the increase is due to the fees not being updated since 2012 and the increased tapping fees will only affect new customers, of which none are anticipated for that system.

On a motion by Norma Cusick, seconded by Linda Rosenfeld, the Board approved Resolution 6-2016-2 (6-0).

**Organizational Goal #2 – Asset Management**

Liesel Gross informed the Board that this is a new goal for the Authority and Frank Leist, John Parson and Chuck Volk are the team working on this goal. Chuck Volk presented a status report to the Board with a PowerPoint presentation. The needs to be addressed are to perform a Suburban Division Facilities Condition Assessment for water and wastewater structures, perform an in-house mechanical equipment inventory for Suburban facilities, perform in-house major mechanical equipment evaluation and integrate it into a standardized Asset Management framework. The Asset Management principles will be used to prioritize rehabilitative/repair projects in the annual Capital Planning process and implement a Computerized Maintenance Management System for the Suburban Division, develop and implement benchmark operating standards for a Suburban maintenance program similar to the Allentown Division, perform an updated Condition Assessment at the Pretreatment Plant and then incorporate those results into the Asset Management plan for use with capital project planning.

John Parsons gave an overview of the Computerized Maintenance Management System being utilized in the Allentown Division. Mr. Parsons stated that most of the work is prescheduled which results in very few breakdowns, low call-outs, and low overtime. A huge benefit of the program is data depository.

Frank Leist gave an overview of the 2017-2021 Capital Plan development schedule and stated that the plan will be complete by August 1, 2016 at which time it will be sent out to various agencies for comment then presented to the Board for their review and comment at the August 8, 2016 meeting. He said he will ask for approval at the meeting in September. There was discussion regarding the Capital Plan and how it is vetted with the Budget.

Mr. Volk reviewed the preliminary finding of the Facilities Condition Assessment which took place at 32 sites with D'Huy Engineering and Authority staff. The condition of the sites was documented with notes and photos, and cost estimates for rehabilitation that is necessary to bring the facilities up to current standards. Discussion followed regarding the findings of this assessment and the Authority's process for accepting facilities that are acquired from developers.

### **Legal Counsel – Union Contract Negotiations**

Liesel Gross distributed an engagement letter from Flamm Walton Heimbach & Lamm in regard to the upcoming union contract negotiations, for the Board's review. She explained that the Authority has used the firm in the past for labor relations and union contract negotiations, and the firm's hourly rate has been reduced from the prior engagement to \$250.

On a motion by Linda Rosenfeld, seconded by Norma Cusick, the Board approved hiring the firm of Flamm Walton Heimbach & Lamm for Authority union contract negotiations (5-0). Ted Lyons abstained from voting because he was unable to review the letter.

### **Lead in Drinking Water – LCA Water Testing**

Liesel Gross updated the Board on the lead testing. The May testing period has ended and 12 customers participated. Three had lead service lines and all customers had results that were 6 parts per billion or less. The federal standard is 15 parts per billion. These results have been posted on the Authority's website.

### **Suburban Division – Spring Creek Pump Station – Design Phase**

Frank Leist introduced Amy Kunkel, the Authority's Project Engineer, to the Board and informed them that this is her project. Mr. Leist gave an overview of the project which consists of upgrades to the pumping station that include evaluating the feasibility of installing a comminutor prior to the weir gates to reduce the amount of debris accumulation on the existing bar screens, replacing the weir gates with new motorized weir gates automated by an ultrasonic level detector located upstream of the wet well, and evaluating the existing Programmable Logic Controllers (PLC) configuration along with SCADA upgrades. He explained that these upgrades would allow for more automated control of the pump station during wet weather, when the station can quickly become inaccessible due to flood waters in this area. Mr. Leist recommends approval of the Capital Project Authorization in the amount of \$138,129.00 which includes the Professional Services Authorization in the amount of \$59,129.00 and awarding the contract for engineering consulting services to JMT. The project will be funded by the Authority Suburban Division.

On a motion by Norma Cusick, seconded by Linda Rosenfeld, the Board approved the Capital Project Authorization in the amount of \$138,129.00 which includes the Professional Services Authorization in the amount of \$59,129.00 and awarding the contract for engineering consulting services to JMT (6-0).

### **Allentown Division – Sanitary Sewer Manhole Lining: Cycle 3**

Phil DePoe explained this project will install a lining system for approximately 111 aged brick manholes as identified by the Authority and City staff. This project is identified as Administrative Order Work and will be funded by the City of Allentown. Mr. DePoe is requesting approval of the Capital Project Authorization Amendment No. 1 – Construction Phase in the amount of \$271,610.00 which includes the Professional Services Authorization – Amendment No. 1 – Construction Phase to Barry Isett and Associates in the amount of \$24,065.00 and awarding the contract to SWERP Inc. in the amount of \$148,325.00.

On a motion by Norma Cusick, seconded by Kevin Baker, the Board approved the Capital Project Authorization Amendment No. 1 – Construction Phase in the amount of \$271,610.00 which includes the Professional Services Authorization – Amendment No. 1 – Construction Phase to Barry Isett and Associates in the amount of \$24,065.00 and awarding the contract to SWERP Inc. in the amount of \$148,325.00 (6-0).

### **Allentown Division – Manhole Collars with Water Tight Frame and Covers: Cycle 3**

Phil DePoe gave an overview of the project which consists of installing a frame and cover anchoring system for approximately 56 aged brick manholes identified by previous City staff. This project is identified as Administrative Order Work and will be funded by the City of Allentown. Mr. DePoe said there is a possibility that this project may extend into 2017. He is requesting approval for the Capital Project Authorization Amendment No. 1 – Construction Phase in the amount of \$315,320.00 which includes the Professional Services Authorization Amendment No. 1 – Construction Phase in the amount of \$23,210.00 to Barry Isett & Associates and awarding the contract for construction to Joao & Bradley in the amount of \$184,584.00.

On a motion by Norma Cusick, seconded by Linda Rosenfeld, the Board approved the Capital Project Authorization Amendment No. 1 – Construction Phase in the amount of \$315,320.00 which includes the Professional Services Authorization Amendment No. 1 – Construction Phase in the amount of \$23,210.00 to Barry Isett & Associates and awarding the contract for construction to Joao & Bradley in the amount of \$184,584.00 (6-0).

Kevin Baker left the meeting at 1:39 p.m.

### **FINANCIAL REVIEW**

Ed Klein presented the Board with a PowerPoint presentation of the May 2016 Financials and also provided a Statement of Revenues, Expenses, and Changes in Net Position that have been posted on the Authority website. Mr. Klein reported that the 2015 Audited Statements are on hold due to delays in required information from the Pennsylvania Municipal Retirement System (PMRS). The auditors have been unable to complete the audit and sign-off because they are waiting for GASB 68 disclosure information. An extension to July 31, 2016 has been granted and notices have been sent regarding the delay. It is likely that the meeting to review the statements with the Finance Committee will occur sometime in August with subsequent review to the Board following. Mr. Klein stated however, that the debt service ratio for 2015 for the City Division will be 1.22.

### **SYSTEM OPERATIONS OVERVIEW**

John Parsons reviewed the May 2016 report that was attached to the Board agenda.

### **STAFF COMMENTS**

Liesel Gross commented on the Board's next meeting on July 11<sup>th</sup>. The regular meeting is scheduled for noon as planned and an evening meeting has been set for 6:30 p.m. in the LCA main conference room to review the current status of the work being completed in Western Lehigh County to address the EPA Administrative Order for sanitary sewer overflows. The evening meeting is not an official Board meeting, so Board members may sit in the audience and listen to the presentation and the public's questions and comments.

### **SOLICITOR'S COMMENTS**

None.

### **PUBLIC COMMENTS / OTHER COMMENTS**

Chairman Nagle announced that Liesel Gross has been the Authority CEO for 6 months and the Board is planning to conduct an evaluation on her performance at an upcoming meeting.

**EXECUTIVE SESSION**

None.

**ADJOURNMENT**

There being no further business, the Chairman adjourned the meeting at 2:02 p.m.

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Richard H. Bohner  
Secretary



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## MEMORANDUM

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**TO:** LCA Board of Directors  
**FROM:** Liesel Gross  
**DATE:** July 5, 2016  
**RE:** 2<sup>nd</sup> Quarter Goal Update – Environmental & Regional Leadership

At our upcoming Board meeting on July 11, 2016, we will present a status report on one of Lehigh County Authority's four organizational goals for 2016. The presentation will focus on **Goal # 3 – Environmental & Regional Leadership**. Please reference the attached goal statement form, which was discussed earlier this year.

This goal is a bit different from our other 2016 goals, in that it focuses on our relationship with many external organizations and our ability to lead and support the achievement of regional goals related to eliminating sanitary sewer overflows (SSOs). The success of this program will be far-reaching and have an impact on many communities throughout Lehigh County.

It is important to note that LCA is just one of 14 municipalities that are named in an Administrative Order issued by the US Environmental Protection Agency to eliminate SSOs. As such, LCA does not have the authority, nor the desire, to direct all aspects of this work. It must be done through a collaborative effort with all of the municipalities connected to the regional sewer system.

As a result, LCA's focus in this organizational goal-setting process has been on providing leadership for this effort, and creating a collaborative setting for all municipalities to work together toward our shared goals in this endeavor. For the purposes of this discussion with the LCA Board, followed by a public meeting on the evening on July 11, 2016, we will focus comments on the current status of our collective planning efforts in Western Lehigh County. We will also share some information about these efforts fit with the City of Allentown's plans, and the communication and teamwork we are fostering with the City and its signatories for this important work.

Our project consultant, Jim Shelton, from Arcadis, will join us to lead us through the technical components of this discussion.

## 2016 Organizational Goal # 3 – Environmental / Regional Leadership

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### LCA Strategic Plan Components:

1. **Goal Category – Environmental & Regulatory Compliance:** Serve as a steward of our water resources, protect the public’s health and promote resource conservation and protection.
2. **Goal Category – Community & Customer Relations:** Actively engage the community and our customers in our plans and programs.

### 2016 Vision / Goal(s):

- Collaborate with the City of Allentown and all municipal signatories to track completed and planned system improvements required to address the US EPA Administrative Order (AO) to eliminate sewer system overflows.
- Lead collaborative efforts with the Western Lehigh Sewerage Partners (WLSP) to develop and present a Sewer Capacity Assurance and Rehabilitation Program (SCARP) Implementation Plan.
- Collaborate with WLSP municipal leaders to develop a Memorandum of Cooperation to formalize our shared responsibility for implementing and paying for the capital improvement plan (CIP) outlined in the SCARP Implementation Plan.
- Develop a shared understanding with the City of Allentown and the City municipal signatories about the synergies between their CIP and the WLSP plans, and the associated impact to costs and cost allocation.
- Collaborate with Allentown and the City signatory municipal leaders to develop a Memorandum of Cooperation to formalize our shared responsibility for implementing and paying for capital improvements associated with AO compliance via the City’s CIP.
- Develop timeline of next steps that are required to achieve compliance with the AO.

### Critical Milestones:

1 <sup>st</sup> Quarter 2016	<ul style="list-style-type: none"> <li>● Establish calendar of meetings to collaborate with the City of Allentown, City signatories and WLSP on AO corrective action planning work.</li> <li>● Develop communications strategy to ensure public has access to information regarding past and future AO efforts and decisions.</li> </ul>
2 <sup>nd</sup> Quarter 2016	<ul style="list-style-type: none"> <li>● Finalize planning-level cost estimates for each WLSP for the preferred alternative, inclusive of LCA portion of City CIP costs. Discuss alternatives for cost allocation, cash-flow planning and financing.</li> <li>● Facilitate meetings with City representatives to develop agreement on cost allocation to the City signatories for City CIP.</li> </ul>
3 <sup>rd</sup> Quarter 2016	<ul style="list-style-type: none"> <li>● Discuss project implementation options with WLSP to define how projects will be coordinated, financed and costs allocated. Provide support as needed for individual WLSP bond and rate evaluations.</li> <li>● Support the City in their presentation of cost allocation for the City CIP to the City signatories.</li> </ul>
4 <sup>th</sup> Quarter 2016	<ul style="list-style-type: none"> <li>● Develop draft of Memorandum of Cooperation among the WLSP. Collaborate with the City on the development of a draft of Memorandum of Cooperation among the Allentown signatories.</li> <li>● Develop timeline of next steps to ensure delivery of all detailed corrective action plans to EPA by December 31, 2017.</li> </ul>

**FINANCE & ADMINISTRATION**

**ACTION ITEMS**

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**1. 2015 Audit & Financial Statements - August date to be determined**

The 2015 Audited Statements have been delayed due to delays in required information from PMRS. The auditors have been unable to complete the audit and sign-off as they have been waiting for GASB 68 disclosure information. An extension to July 31, 2016 has been granted and notices have been sent regarding the delay. It is likely that the meeting to review the statements with the Finance Committee will occur sometime in August with subsequent review to the Board following.

**DISCUSSION ITEMS**

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**INFORMATION ITEMS**

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**1. Recently Purchased Investments – Certificates of Deposit (CDs)**

<b>CERTIFICATES OF DEPOSIT</b>						
27-Jun-16						
Fund	Bank	Location	Gross Amount	Date of Purchase	Date Due	Net Rate %
WW Capac	Berkshire Bank	Pittsfield, MA	245,000.00	6/3/16	12/4/17	0.75
LLRI CR	World's Foremost Bank	Sidney, NE	200,000.00	6/9/16	6/11/18	1.15
Cons Wtr (2)	BBCN Bank	Los Angeles, CA	245,000.00	6/24/16	6/22/18	1.00

Fund Descriptions for Investments:

Cons Wtr (2)	Consolidated Water (2)
LLRI CR	Little Lehigh Relief Interceptor Capital Reserves
Cons LL2 (314)	Consolidated Little Lehigh Relief Interceptor 2
WW Capac	Wastewater Capacity
2010 Wtr Cons A	2010 Water Construction, Series A Bond
Wtr R&R	Renewal and Replacement

**2. Organizational Goals – Schedule of Status Reports**

- Environmental & Regional Leadership – 7/11/2016
- Financial Health – 7/25/2016

## WATER

### ACTION ITEMS

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### DISCUSSION ITEMS

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### INFORMATION ITEMS

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1. **Suburban Division – CLD Auxiliary Pump Station Project**

The project will feature the installation of a new booster station and main extension to pump water from the Lower to the Upper System. The project will also involve installation of a SCADA system. Comments on the draft PWS permit application were returned to the consultant.

2. **Suburban Division – Pine Lakes Pumping Station Improvements**

The project will feature the conversion of the existing hydro-pneumatic station to a variable frequency drive controlled double pumping system (along with other miscellaneous improvements) and installation of a SCADA system. The project is currently in the bidding phase and bids will be received on July 20, 2016.

3. **Suburban Division – Crestwood Alternate Water Supply**

The project consists of abandonment of existing wells and storage tank currently serving higher elevation customers and a connection of the pumping station to the main North Whitehall Division System. The project will also involve installation of a SCADA system. The design phase is underway. The DEP Water Supply Permit has been obtained.

4. **Suburban Division – Capece Tract, WL #20 and Res #3 Improvements – August**

WL #20 will be switched over to a variable frequency drive motor to better control power usage and maintain steady output. Reservoir #3 will receive a motor activated control valve to maintain filling capabilities and chlorine contact levels. Both facilities will receive an upgrade to their SCADA systems. The PLC has been upgraded at Reservoir #3. HMI screens have been modified to include the new MOV and the VFDs. The project is currently in the bidding phase and bids will be received on July 12, 2016.

5. **Suburban Division – Route 309 Crossing at Sand Spring Road**

A 12” water line will cross Route 309 through a previously installed 24” casing. Completion of this line will bring public water to the property line of Lehigh Carbon Community College. The design phase is under way. PennDOT Highway Occupancy Permits have been obtained. **(No change)**

6. **Allentown Division – Prelease Valve Replacements**

The project is the replacement of approximately 55 inoperable valves in multiple locations throughout the City that existed prior to the lease settlement. Design is currently under way. This project is identified as Un-Completed Work and will be funded by the City. **(No Change)**

7. **Suburban Division - Water Main Replacement Program Cycles 1 & 2**

The project consists of the replacement of 2.85 miles of aged and/or failing Cast Iron water main. The Construction phase was approved at the 4/11/16 Board meeting. Anrich Inc., our contractor has started the installation of the temporary water service system in certain areas of the project.

8. **Allentown Division – Water Main Replacement Program- Cycle 3**

The project is the replacement of 4.39 miles of aged and/or failing Cast Iron water main in multiple locations throughout the City. The Construction phase was approved at the 4/11/16 Board meeting. JOAO & Bradley, Inc. our contractor is progressing according to schedule. This Project is identified as Schedule-7 Work and will be funded by LCA Allentown Division.

9. **Allentown Division – Water Filtration Plant: Filter Room Ceiling Improvements**

This project will involve the installation of a new ceiling system at the Water Filtration Plant's filter room. This system was already installed above the filters themselves approximately 10 years ago. The project is needed for both a combination of aesthetic (highly visible location to guests) and operational issues (to eliminate the possibility of chipped paint to enter the filters). Bids were received on 4/26/16 and Board approval for the construction phase was granted at 5/23/16 Board Meeting. Construction is to begin in the middle of July and will be completed by the end of September.

10. **Allentown Division - Miscellaneous Water Filtration Plant / Water Distribution**

- WFP Stormwater Pump/Control - Upgrades to the existing stormwater pump/control for the WFP and D&C parking lot is needed due to equipment age. Design is currently underway with a likely December 2016 construction start date. **(No Change)**
- WFP 20 Ton A/C and 40 Ton Chiller Replacement – Delivery of the AC unit occurred on 4/25/16 and delivery of the chiller unit occurred on 4/26/16. Installation was completed in the second week of May. **(No Change)**
- WFP Painting Phase II – Work began in the filter pipe gallery in mid-April and painting was completed in late June.

All of these capital projects are funded by the LCA Allentown Division.

11. **Allentown Division – Water System Master Plan**

This project involves the creation of a Master Plan for the Allentown Water Plant, water storage tanks, water storage reservoirs, pressure booster stations, raw water springs, and surface water intakes. The Master Plan will involve several key sections including, but not limited to: full-scale condition assessments, treatment process optimization, and development of short term/long term capital plans. The Master Plan is a requirement included within the City of Allentown lease, and it also needs to be updated every 5 years throughout the life of the lease. The project kick-off meeting with Arcadis was held on May 4, 2016. Condition Assessments are underway and process control audit/optimization will begin in July. The project is scheduled to be finished early in 2017. The project will be funded by the LCA Allentown Division.

12. **Developments (No change)**

Water system construction is occurring in the following developments:

Fields at Indian Creek, Phase 1, 43 private, age-restricted/senior residential units (sfd), with a community clubhouse, UMiIT & LMT, water & sewer  
Hamilton Crossings, 2 commercial lots with 20 buildings having retail, financial, convenience and restaurant uses, LMT  
Liberty at Mill Creek, 2 industrial lots, UMT  
Spring Creek Properties Settlement Subdivision, 14 commercial/industrial lots, LMT  
Valley West Estates, Phases 4, 5 & 6, 46 residential lots (sfd), UMT (currently on hold)

Water system plans are being reviewed for the following developments:

67 Werley Road, 112 apartments & clubhouse, UMT  
Ciocca Subaru, 1 additional commercial building at existing business, LMT  
Diocesan Pastoral Center, 2 commercial lots, 3 additional lots and residual lot for existing cemetery, LMT  
Farr Tract, 94 residential lots (sfd), LMT (currently on hold)  
Grant Street Townes, 18 residential lots (sfa), WashT  
Hickory Park Estates, 3 residential lots (sfd), UMT  
Hillview Farms, 31 residential lots (sfd), LMT/SWT  
Indian Creek Industrial Park, 6 commercial lots, UMiIT, water and sewer  
Lehigh Hills, Lot 5, Phase 1, 273 apartments & clubhouse, UMT  
Mary Ann's Plaza, 1 lot with 12 commercial units, NWT  
Morgan Hills, 40 residential lots (sfd), WeisT, water and sewer  
North Whitehall Commercial Center (Walmart), 5 commercial lots, NWT, water & sewer  
Shepherd's Corner, 1 commercial lot, LMT  
Stone Hill Meadows, 24 residential lots (sfd), LMT  
Trexler Business Center, 1 Commercial Lot with 6 commercial buildings, LMT  
Weilers Road Twins, 82 residential lots (sfa), UMT  
West Hills Business Center, 2 industrial lots, WeisT, water & sewer  
Woodmere Estates, 60 residential units (sfd), UMT

## WASTEWATER

### ACTION ITEMS

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### DISCUSSION ITEMS

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1. **Administrative Order – Current Status, Estimated Costs, & Next Steps – July 11, 2016**

Authority staff and project consultants are preparing for public presentation of the status of planning efforts related to addressing sanitary sewer overflows throughout the system tributary to the Kline's Island Wastewater Treatment Plant in Allentown. A presentation is scheduled for the July 11th LCA Board Meeting with a public presentation scheduled for the evening of July 11<sup>th</sup>. The purpose of these presentations is to provide a review of the collaborative efforts by Western Lehigh municipalities to develop a corrective action plan for submission to EPA by December 31, 2017.

The City, LCA, and LCA Signatory municipalities met with EPA and DEP in mid-June. The objective of the meeting was to present both the City and LCA capital improvement plans and tentative schedule and obtain feed-back from the regulators if the plan is generally acceptable. The final plan and schedule must be submitted to EPA no later than December 31, 2017. The regulators were happy by the progress made in developing our plans. A formal response from EPA could not be provided at the meeting but will follow submission of our proposed schedule which will be sent in the near future.

### INFORMATION ITEMS

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1. **Wastewater Treatment Capacity**

The PaDEP has suggested that a 537 Plan for the additional 4 MGD of capacity be submitted to them at the time when the 4 MGD is needed or after the SCARP improvements are made. They anticipate that if the 537 Plan is submitted in the near term, the Department will require a revised Plan prior to any capital improvements. The 537 planning process has currently been side-lined until such time as the wastewater capacity is limited or a 537 plan update is needed for an Administrative Order project must be submitted. A 537 Planning summary report is being drafted by our consultant and will be distributed to the Board. **(No change)**

2. **Suburban Division - Lynn Township – WWTP Improvements, Phases 1 & 2**

The project will upgrade the WWTP head works. Comments on the specifications were returned to the consultant. The project is being funded by the Lynn Township Suburban Division.

3. **Allentown Division – Sanitary Sewer Manhole Lining: Cycle 3**

This annual project will install a lining system (to eliminate infiltration) in approximately 111 aged brick manholes identified by LCA staff. The City approved the Conceptual Design Report and the project was advertised on May 17, 2016. Board approval of the construction phase was granted at the 6/27/16 Board Meeting. The project is identified as Administrative Order

Work and will be funded by the City. Construction to begin in mid-July and is expected to be complete in mid-September.

4. **Allentown Division – Manhole Collars with Water Tight Frame and Covers: Cycle 3**

This project will permanently secure the frame and cover of approximately 57 aged brick manholes identified by current LCA staff. This work will eliminate inflow from entering these manholes and eliminate the potential for sanitary sewer overflows (SSO's) from these manholes. The City approved the Conceptual Design Report and the project was advertised on May 17, 2016. Board approval of the construction phase was granted at the 6/27/16 Board Meeting. The project is identified as Administrative Order and will be funded by the City. Construction to begin in mid-July and is expected to be complete in mid-September.

5. **Allentown Division – WWTP: Replacement of Motor Control Centers**

This Project replaced five aged motor control centers that provide power on a 24/7 basis to various parts of the WWTP. The project was approved by the City as a Major Capital Improvement (MCI). Except for some minor punchlist items the project is complete. This Project is identified in the Lease as Schedule 7 (required) project and was funded by the LCA Allentown Division. **(No change)**

6. **Allentown Division – Roof Rehabilitation and Replacements: Phase 1**

The Project consisted of replacing 26 facility roofs that were identified as in need of immediate replacement in the Roof Evaluation report performed by D'Huy Engineering. The project was presented to the City for review/approval as a Major Capital Improvement (MCI), but the city rejected it as such. Except for some minor punchlist items the project is complete. The project was funded by the LCA Allentown Division. **(No change)**

7. **Allentown Division- SCADA System Installation –Wastewater Treatment Plant:**

The contractor completed the integration of the new MCC at PLC7 on June 14th. The project construction work is complete with only System As-builts and Report creation work remaining. The project is being funded by the City.

8. **Allentown Division – Wastewater Treatment Plant: Miscellaneous Improvements**

- Main Pump Station Suction Piping – LCA staff is in the process of acquiring quotes from contractors to repair this piping. This project involves either the lining or replacement of the suction piping for Pump #1 at the Main Pumping Station. Holes have developed in the suction piping and without this repair, the ability to operate this pump properly may be compromised in the future. **(No change)**
- Main Pump Station Locker Room Renovation – Except for some minor punchlist items the project is complete.
- Chlorine Building Permanent Generator – Construction has been completed and all punchlist items have been addressed.
- Trickling Filter Odor Control Tower Repairs – Construction has been completed and all punchlist items have been addressed.
- Locker Room Phase II Renovation – A design memorandum study was completed in the May of 2016. The locker room design is on hold pending Capital Plan preparation.

- Disinfection Alternative Study – A RFP is being developed to solicit Engineering Firms to study disinfection alternatives at the WWTP. Board Approval of the selected Engineer is expected in the Fall of 2016. **(No change)**
- Substation No. 1 & 2 Replacement – A study is currently underway to investigate the need to replace Substation No. 1 & 2 at the WWTP.
- Condition Assessment of Trickling Filters and Clarifiers – A study has been proposed to investigate the need to repair the exterior and interior components of the trickling filters and clarifiers. This study is awaiting internal administrative approval.

All of these capital projects are funded by the LCA Allentown Division.

9. **Allentown Division – Wastewater Treatment Plant: Digester Cover Replacements**

This project involves the cover replacement of both the Primary Digester No. 1 and the Secondary Digester (the cover for Primary Digester No. 2 was previously replaced in 2010). A Major Capital Improvement (MCI) Conceptual Design has been approved by the City. Board approval of the construction phase was received at the 2/8/16 Board Meeting. The new Secondary Digester cover is expected to be installed by October 2016 and the new Primary No. 1 Digester is expected to be installed by October 2017. This Project is identified in the Lease as a Schedule 7 (required) project and will be funded by the LCA Allentown Division.

10. **Consolidated Systems - SharePoint:**

GHD conducted training on June 9, 2016 for the Board/Staff notes workflow. We plan to role the site out to employees in the coming weeks beginning with the Board/Staff notes workflow.

11. **Suburban Division – Spring Creek Pump Station**

This project involves the following upgrades to the existing pumping station: Evaluate the feasibility of installing a comminutor to reduce buildup of debris on the bar screens, replace the manually operated weir gates with new motorized weir gates, and upgrades to the SCADA system. The project has been identified as a Major Capital Improvement (MCI). Board approval of the Design phase for this project was given at the 6/27/16 Board meeting

12. **Suburban Division – Western Weisenberg Wastewater Treatment Plant Improvements**

This project includes the improvements necessary to rectify the cold weather nitrification issue at the WWTP. The Board approved the construction phase of the project at the May 9, 2016 meeting. Notices to Proceed have been issued to both the general and electrical contractors. A pre-construction meeting was held on June 24, 2016. Given the long-lead time equipment construction is expected to start in late September 2016. This project will be funded by the LCA Suburban Western Weisenberg Division.

13. **Suburban Division - Heidelberg Heights Sanitary Sewer Lateral Rehabilitation**

Project involves the installation of an internal cured in place liner on four (4) sewer laterals and approximately 320 feet of sewer main line. The lateral lining requires construction of permanent cleanout on each lateral. The project targets previously identified pipe damage areas and is part of continuing effort to reduce groundwater infiltration into the sewer system.

**14. Suburban Division – Test & Seal Project, Western Lehigh Interceptor Service Area**

Project consists of sanitary sewer cleaning, inspections via CCTV, cured-in-place point repairs, pressure testing and chemical grout sealing of joints, and post construction inspection for sanitary sewer lines located in western and central Lehigh County previously identified as areas subject to leakage. This project is part of the SCARP program. Contract has been awarded and construction will begin in August 2016.

**15. Suburban Division – Test & Seal Project, Wynnewood Terrace**

Project consists of sanitary sewer cleaning, inspections via CCTV, cured-in-place point repairs, pressure testing and chemical grout sealing of joints, and post construction inspection for sanitary sewer lines located in the Wynnewood Terrace development in North Whitehall Township, previously identified as areas subject to leakage. This project is part of the single contract Test & Seal project. Contract has been awarded and construction will begin in August 2016.