

REGULAR MEETING MINUTES

May 8, 2017

The Regular Meeting of the Lehigh County Authority was called to order at 12:00 p.m. on Monday, May 8, 2017, Chairman Nagle presiding. Other Members present at the commencement of the meeting were: Linda Rosenfeld, Jeff Morgan, Richard Bohner, Norma Cusick, Scott Bieber, Ted Lyons and Deana Zosky. Authority Staff present were Liesel Gross, Brad Landon, Chuck Volk, Ed Klein, Pat Mandes, Chris Moughan, Phil DePoe and Lisa Miller.

REVIEW OF AGENDA

Chairman Nagle announced that today's Board meeting is being videotaped and streaming live and recordings will be posted to the Authority's website.

Liesel Gross noted there are no Agenda changes and there will be an Executive Session regarding potential litigation. Chairman Nagle asked to discuss The Morning Call article regarding the wells in Lower Macungie Township. Ms. Gross said this can be added to the agenda under the Water heading.

APPROVAL OF MINUTES

April 24, 2017 Regular Meeting Minutes

Richard Bohner noted a correction on page one under Approval of Minutes, to the April 10, 2017 Regular Meeting Minutes. The tally on board member approval should be (5-0), not (6-0). On a motion by Richard Bohner, seconded by Norma Cusick, the Board approved the Minutes of the April 24, 2017 meeting as corrected (8-0).

PUBLIC COMMENTS

Mike Siegel, resident of Lower Macungie Township, was present to comment on the monitoring of Authority wells discussion that took place at the Lower Macungie Township meeting last week.

ACTION AND DISCUSSION ITEMS

2016 Risk Management Report

Liesel Gross introduced Kevin German, Risk Manager for the Authority. Mr. German presented the 2016 Annual Risk Management Report along with a PowerPoint presentation. The report included information regarding Risk Management, Risk Control, Insurance Management, Insurance Cost Trends, and a list of Accomplishments for 2016 and Goals for 2017.

Kevin Baker arrived at 12:06 p.m.

The Board asked Mr. German how often the Authority reviews other insurance companies' options. Mr. German replied the Authority is locked in with PIRMA but other insurance options and companies are reviewed annually. The Authority is currently reviewing its vehicle insurance policy. Deana Zosky commented on the Employee Dishonesty Bond increase and asked if the new bonding amount covers the risk. Ed Klein explained that this bond is for wire transfers, which is a specified risk that is covered. The Board commented on the trend of rising vehicle accidents in the City Division. Mr. German said the Authority just completed an intense driver training program for both City and Suburban Division employees.

Chairman Nagle asked if a root cause analysis has been done regarding the increased accidents to determine their cause and type and what could be done to change the trend. Mr. German stated that all accidents are reviewed for root cause. The increase in the total cost of these accidents in 2016 was due to a single large incident that occurred last year. Most other incidents are related to driver training, familiarity with driving in urban conditions and minor incidents involving backing into objects. He stated the Authority is responding by evaluating the implementation of a First Forward program, whereby employees are directed to park in such a way that they do not need to put the vehicle in reverse when pulling out. In addition, employees with repeated incidents will be required to complete additional training.

Mike Siegel, resident of Lower Macungie Township, questioned what the Authority is doing to reduce its liability claims and suggested more maintenance to prevent sewer backups. Mr. German said that Jason Gruber, Distribution & Collection Manager for the Authority, has an extensive flushing plan that addresses this. Liesel Gross added that the majority of sewer backups are related to blockages in the private sewer laterals which are the customer's responsibility. Mr. Siegel also questioned if the Authority has enough coverage for sinkholes. Mr. German replied the Authority is covered under the property management liability policy.

Monitoring Wells

Liesel Gross informed the Board that she attended the Lower Macungie Township Board of Commissioners meeting after being informed about a letter from Keystone Engineering addressing the Authority's groundwater monitoring program regarding Wells 8 & 12 that would be presented at that meeting. The letter suggested that the monitoring in place for Well 8 is adequate to show trends but not adequate for Well 12. Ms. Gross presented the Authority's recommended Watershed Monitoring Program at the meeting and asked for township support.

Mike Siegel, Lower Macungie Township, commented that he would like to see the Authority and Lower Macungie Township work together to get the stream gauges installed prior to the completion of the plan. Mr. Siegel also commented he would like to see the Authority approach DEP and make the Little Lehigh Creek a priority to be placed on the critical list. He also stated he would like a stream monitoring station placed at Spring Creek and Mill Creek Roads so the road can be closed when flooding occurs. Mr. Siegel also asked the Authority to repave the manholes on Spring Creek Road. Liesel Gross commented the Authority will need to investigate who is responsible for the paving work that is required to address Mr. Siegel's comments.

Deana Zosky questioned what the next specific steps are regarding the monitoring program. Ms. Gross said the Authority is currently investigating the technology that will be used for those stream monitoring portion of the program, which will then determine the program cost and next steps. More information is needed on the details and costs before meeting with the township with a more formal partnership request. The monitoring plan recommend 3 additional observation wells and 6 stream monitoring locations, which would greatly expand the data being collected via the 2 existing monitoring wells for Wells 8 & 12.

Allentown Division – Wastewater Treatment Plant: Electrical Substation Replacements

Phil DePoe gave an overview of the project to replace Substation No. 1 and Substation No. 2 which were installed in 1977 at the wastewater treatment plant and have reached the end of their useful life. Mr. DePoe explained that replacement parts are difficult to find. The City of Allentown has reviewed and approved this project as a Major Capital Improvement, thereby allowing the cost to be recovered via a capital cost recovery charge in the LCA Allentown Division. Mr. DePoe is asking for approval of the Capital Project Authorization – Design Phase in the amount of \$209,000.00 which includes the Professional Services Authorization to Keystone Engineering Group in the amount of \$159,000.00. Chuck Volk explained that provisions for temporary power supply for the plant will be included in the design phase of the project.

On a motion by Scott Bieber, seconded by Linda Rosenfeld, the Board approved the Capital Project Authorization – Design Phase in the amount of \$209,000.00, which includes the Professional Services Authorization to Keystone Engineering Group in the amount of \$159,000.00 (9-0).

MONTHLY PROJECT UPDATES/INFORMATION ITEMS

Liesel Gross brought to the attention of the Board items listed in the report for upcoming meetings. Ms. Gross noted that there are a lot of items on the May 22 Agenda but some items such as the Geographic Information System (GIS) Field Application may move to the June 26 Agenda.

STAFF COMMENTS

None.

SOLICITOR'S COMMENTS

None.

PUBLIC COMMENTS / OTHER COMMENTS

Linda Rosenfeld thanked the Staff for installing the clock in the Main conference room.

Mike Siegel, resident of Lower Macungie Township, asked if the Authority could paint the water tank at Trexler Mall. Liesel Gross said the Authority does not own the tank and that the mall owns it and uses it for fire protection purposes.

Chairman Nagle called a break at 12:55 p.m. The meeting reconvened at 1:05 p.m.

EXECUTIVE SESSION

Chairman Nagle called an Executive Session at 1:05 p.m. to discuss potential litigation. Attorneys Alessandra Hylander and Devin Chwastyk of McNees Wallace & Nurick LLC entered the meeting at this time.

The Executive Session ended at 2:15 p.m.

ADJOURNMENT

There being no further business, the Chairman adjourned the meeting at 2:15 p.m.

Richard H. Bohner
Secretary