

REGULAR MEETING MINUTES
January 9, 2017

The Regular Meeting of the Lehigh County Authority was called to order at 12:00 p.m. on Monday, January 9, 2017, Chairman Brian Nagle presiding. Other Members present at the commencement of the meeting were: Linda Rosenfeld, Tom Muller, Richard Bohner, Norma Cusick, Scott Bieber and Ted Lyons. Deana Zosky was on the conference phone and did not participate in any discussion or vote. Authority Staff present were Liesel Gross, Ed Klein, Pat Mandes, Brad Landon, John Parsons, Chuck Volk, Phil DePoe and Lisa Miller.

REVIEW OF AGENDA

Chairman Nagle noted the item under Finance and Administration, Union Contracts & Employee Manual Updates will not be discussed in executive session, as initially planned.

Kevin Baker arrived at 12:05 p.m.

APPROVAL OF MINUTES

December 12, 2016 Regular Meeting Minutes

Richard Bohner suggested a correction on the first page, under Public Comments second sentence, the word *to* should be added after the word *it*. Scott Bieber requested the Minutes be corrected on page 3 under his comments to read *Scott Bieber disagreed and said that the City is not making an impact on the Lehigh River flood flow any worse by blending, and should pursue blending as the less expensive alternative to protect water quality.*

On a motion by Richard Bohner, seconded by Linda Rosenfeld, the Board approved the Minutes of the December 12, 2016 meeting as revised with the above noted changes (7-0). Tom Muller abstained.

PUBLIC COMMENTS

Mike Siegel, resident of Lower Macungie Township, presented a USGS graph of the stream flow of the Little Lehigh Creek. He reported the creek contains "still water" meaning the water appears to be moving but is just lying in the creek bed, as evidenced by the creek being frozen over. When this happens, it is only a matter of time until the water goes underground. Mr. Siegel also presented a graph from the monitoring station in Fogelsville. He is concerned about the recharge time, which typically occurs in the winter months but appears to not be occurring so far this season. He recommended the Authority shut down Well #8. He also reviewed a graph showing the average current daily depth to water, all adding to his concern about another drought emergency.

Chairman Nagle asked for an update on the proposal from Al Guiseppe of Spotts, Stevens & McCoy as discussed at the previous meeting. John Parsons informed the Board that the Authority received the proposal and it has been reviewed and commented on by the Authority's legal department and forwarded to Spotts, Stevens & McCoy for consent and signatures. The plan and scope, which will include information on gages, funding and partnerships, will then be presented to the Board for discussion. Chairman Nagle added that the decision to shut down the wells is a management operating decision, but study will help to establish a process to determine if the shutting down of a well would have a positive or negative impact on groundwater.

ACTION AND DISCUSSION ITEMS

Union Contracts & Employee Manual Updates

Liesel Gross introduced Ryan Sirak, Treatment Plant Operator with the Allentown Division, who was on the contract negotiating team. Mr. Sirak expressed that he didn't have anything to address to the Board, but was present to observe. Ms. Gross reviewed the highlights of the union contract changes and employee manual recommended changes and explained the primary goal of the process was to bring more internal

equity and uniformity to pay practices and other policies for all employees. The Board commended the Staff for a great job done working on and negotiating the contracts.

On a motion by Tom Muller, seconded by Norma Cusick, the Board approved the Union Contracts (8-0).

Liesel Gross reviewed the three changes to the employee manual that were raised and addressed through contract negotiations. The three items were regarding the Authority's anti-nepotism policy, off-time benefits, and retiree fringe benefits.

On a motion by Tom Muller, seconded by Norma Cusick, the Board approved the three changes to the employee manual as presented (8-0).

Suburban Division – Additional Water Supply – Small Satellite Systems

Chuck Volk gave an overview of the project. The project addresses the needs of the Beverly Hills and Madison Park North water systems which each are operating on one well with no redundant back up water supply. Phase 1 of the project is for an exploratory study to develop a well. The test well can become a supply well if it's adequate. If the test well fails, further investigation would be needed.

Mr. Volk is asking for approval of the Capital Project Authorization – Phase 1- Exploratory Well Drilling & Feasibility Evaluation, Beverly Hills & Madison Park North in the amount of \$150,000.00 which includes the Professional Services Authorization - Phase 1 – awarding engineering services to ARRO Consulting in the amount of \$93,130.00.

On a motion by Scott Bieber, seconded by Norma Cusick, the Board approved the Capital Project Authorization – Phase 1- Exploratory Well Drilling & Feasibility Evaluation, Beverly Hills & Madison Park North in the amount of \$150,000.00 which includes the Professional Services Authorization - Phase 1 – awarding engineering services to ARRO Consulting in the amount of \$93,130.00 (8-0).

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

Chuck Volk gave an overview of the construction phase of the project. Mr. Volk is requesting approval of the Capital Project Authorization – Amendment No. 1 – Construction Phase in the amount of \$749,875.00 which includes the Professional Services Authorization – Amendment No. 1 – Construction Phase for engineering services to Gannett Fleming in the amount of \$40,000.00 and inspections services to Cowan Associates in the amount of \$24,142.00, and awarding the contract for the Construction Phase for General Construction to Blooming Glen Contractors WW in the amount of \$501,030.00 and the contract for Electrical Construction to Blooming Glen Contractors WW in the amount of \$66,503.00. Mr. Volk explained the higher estimated hours in the Cowan Associates proposal and felt it was evident that Cowan Associates was proposing a more experienced inspector as well as offering the better overall value to the Authority.

On a motion by Ted Lyons, seconded by Tom Muller, the Board approved the Capital Project Authorization – Amendment No. 1 – Construction Phase in the amount of \$749,875.00 which includes the Professional Services Authorization – Amendment No. 1 – Construction Phase for engineering services to Gannett Fleming in the amount of \$40,000.00 and inspections services to Cowan Associates in the amount of \$24,142.00, and awarding the contract for the Construction Phase for General construction to Blooming Glen Contractors WW in the amount of \$501,030.00 and the contract for Electrical construction to Blooming Glen Contractors WW in the amount of \$66,503.00 (8-0).

Allentown Division – Emergency Declaration – Wastewater Treatment Plant: Final Settling Tank Drive

John Parsons explained the emergency declaration caused by the failure of the drive on Final Settling Tank #5 at Kline's Island Wastewater Treatment Plant. The procurement of a replacement drive has a 14-17 week lead time which would mean the plant would potentially be running without the impacted tank during periods of very high flows. It is imperative to Operations that the plant be fully functioning, therefore, by eliminating the bidding process, the replacement will be back on line prior to hurricane season, when such very high flows are more probable based on experience and history.

Some discussion followed regarding asset management strategies to repair or replace aging equipment prior to such failures occurring.

On a motion by Scott Bieber, seconded by Tom Muller, the Board approved the Emergency Declaration for the Wastewater Treatment Plant Final Settling Tank Drive (8-0).

PROJECT UPDATES/INFORMATION ITEMS

Liesel Gross addressed a question regarding the Farr Tract noting that it is still an active development that the Authority will review, although public water supply to the current proposed plans for this tract is not envisioned.

MONTHLY FINANCIAL REVIEW

Ed Klein gave an overview of the November 2016 Financial Report. The preliminary December financials will be presented at the next meeting.

STAFF COMMENTS

Liesel Gross noted the fire extinguishers that were handed out to the Board were a year end safety gift for employees that was extended to the Board to illustrate the importance of employee safety across the entire organization. Also, a citizen survey regarding public participation has been posted on the Authority website. She also mentioned that for the next Board meeting, there will be a compensation expert present to discuss pay philosophy and preliminary results of the compensation survey the Authority began in December.

Chairman Nagle noted that Ms. Gross has been CEO of the Authority for one year and an annual performance appraisal is due.

SOLICITOR'S COMMENTS

None.

PUBLIC COMMENTS / OTHER COMMENTS

Mike Siegel commented on the sewer collector system manholes and covers and feels they are improperly re-aligned during road paving by municipalities and PennDOT, thus creating depressions that potentially funnel water into the collector systems. He is concerned about water getting into the manhole covers. In an unrelated matter, Mr. Siegel also voiced his concerns with sinkholes forming when the water table returns.

EXECUTIVE SESSION

None.

ADJOURNMENT

There being no further business, the Chairman adjourned the meeting at 12:58 p.m.

Richard H. Bohner
Secretary