

**REGULAR MEETING MINUTES**  
**February 13, 2017**

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The Regular Meeting of the Lehigh County Authority was called to order at 12:01 p.m. on Monday, February 13, 2017, Vice Chairman Scott Bieber presiding. Other Members present at the commencement of the meeting were: Linda Rosenfeld, Richard Bohner, Norma Cusick, and Deana Zosky. Authority Staff present were Liesel Gross, Ed Klein, Pat Mandes, Brad Landon, John Parsons, Chuck Volk, Phil DePoe, Chris Moughan and Lisa Miller.

**REVIEW OF AGENDA**

Liesel Gross announced that today's Board meeting is being videotaped as a trial run and will be used only as a test. The meeting room has been equipped with a camera and two microphones and will be using Livestream as a platform for posting meeting videos to the Authority's website in the future. A statement regarding the live video recording will be noted on the agenda and signage placed in the room to inform anyone attending that the meetings are being recorded.

Some Board members noted that there seems to be a change to their Authority email accounts format. Ms. Gross will notify the IT department and see if anything has changed with the recent server upgrade. Any new instructions will be sent to the Board.

Tom Muller and Ted Lyons arrived at 12:03 p.m.

Ms. Gross introduced Mr. Chris Moughan, the Authority's new Chief Information Officer at which time, the updated 2017 LCA Organization Chart was distributed to Board and Staff. The Board asked that Mr. Moughan give a brief description of his background.

Vice Chairman Bieber stated there will be one item for Executive Session regarding personnel. A decision is expected after the Executive Session.

**APPROVAL OF MINUTES**

**January 23, 2017 Regular Meeting Minutes**

Richard Bohner suggested a correction on the second page, second paragraph that the word *spare* be added after the word *some*.

On a motion by Richard Bohner, seconded by Norma Cusick, the Board approved the Minutes of the January 23, 2017 meeting as revised with the above noted changes (7-0).

**PUBLIC COMMENTS**

None.

**ACTION AND DISCUSSION ITEMS**

**Wynnewood and Sand Spring Wastewater Treatment Plant Replacement**

Chuck Volk gave an overview of the design and bid phase of the project. Mr. Volk is requesting approval of the Capital Project Authorization – Design & Bid Phase in the amount of \$340,000.00 which includes the Professional Services Authorization - Contract Award for the Design & Bid Phase to Entech Engineering, Inc. in the amount of \$280,500.00.

Deana Zosky inquired about the cost of these projects and how they are recovered through the rates, if all Authority customers contribute to paying for these projects. Liesel Gross explained that the Authority's satellite sewer systems are on a common rate so costs are shared among customers who receive similar services from the Authority. However, customers who are connected to the Western Lehigh Interceptor do not share in these costs as rates are established via agreements with the municipalities served by the regional system.

On a motion by Norma Cusick, seconded by Linda Rosenfeld, the Board approved the Capital Project Authorization – Design & Bid Phase in the amount of \$340,000.00 which includes the Professional Services Authorization - Contract Award for the Design & Bid Phase to Entech Engineering, Inc. in the amount of \$280,500.00 (7-0).

**Allentown Division – Kline’s Island WWTP Phase 1 AO Improvements: Conceptual Design Development Amendment No. 1**

Phil DePoe gave an overview of the project. The project is an Administrative Order (AO) project and will be funded by the City of Allentown. The amendment is requested to add scope to the project the Board authorized at a prior meeting, so that all Phase 1 improvements are included in the conceptual design being prepared by the consultant. Mr. DePoe is requesting approval of the Professional Services Authorization Amendment No. 1- Kleinfelder in the amount of \$69,200.00.

On a motion by Norma Cusick, seconded by Linda Rosenfeld, the Board approved the Professional Services Authorization Amendment No. 1- Kleinfelder in the amount of \$69,200.00 (7-0).

**Flow Metering / Rehabilitation Effectiveness Monitoring**

Pat Mandes reviewed the Professional Services Authorization Amendment. TFE Resources will provide additional metering for sewer and rainfall monitoring services to be conducted before and after certain sewer rehabilitation projects are completed to determine how effective the source removal work is at reducing the peak flows. Ms. Mandes is requesting approval of the Professional Services Authorization Amendment not to exceed \$255,000.00 to TFE Resources.

On a motion by Tom Muller, seconded by Norma Cusick, the Board approved the Professional Services Authorization Amendment not to exceed \$255,000.00 to TFE Resources (7-0).

**Administrative Order Update on Cost-Sharing Agreements & Methodology**

Jim Shelton from Arcadis was present and gave a presentation updating the Authority on the status of the Administrative Order in regard to the Western Interceptor connected systems to eliminate sanitary sewer overflows. The focus of the presentation is to provide more detail of the proposed cost-sharing mechanisms for future phases of capital improvements. The municipalities involved in the Administrative Order are currently discussing sharing the cost of Phase 1 improvements based on treatment allocation, and the cost of Phase 2 improvements based on peak flows. He presented information on both the contractual and regulatory mechanisms that will be in place to guide the work and the funding allocation among the municipalities named in the Administrative Order. The Western Lehigh Sewerage Partnership is in the process of drafting a Memorandum of Cooperation that will describe the capital improvements plan, responsibilities each Partner has, and how costs will be allocated. The City and its signatories are working on a draft Memorandum of Understanding that cover the same issues.

The Board expressed concerns regarding enforcement of peak flows, especially for those communities who have excess leakage remaining after Phase 1 work is complete. Some discussion followed.

Art Persing, resident of Lower Macungie Township, commented that it was an excellent presentation but he was concerned in regard to sewer customers being sufficiently notified about how the costs will be distributed from the Township to the residents. It was suggested Mr. Persing discuss this issue and the impact it will have on the residents with the Township Commissioners who are responsible for setting user rates.

Pat Mandes announced the roll-out of the Rainstorm Ready website. Liesel Gross said the intention of the site is to be a resource of information and updates by the signatories and communities on the work being done on the Administrative Order which will be posted and shared with the public. It will include contact information along with descriptions of how and why the work is being done.

**PROJECT UPDATES/INFORMATION ITEMS**

Liesel Gross brought to the attention of the Board items listed in the report for upcoming meetings.

**STAFF COMMENTS**

Liesel Gross informed the Board that she would be attending the City of Allentown's Environmental Advisory Council meeting that night. The topic is the Administrative Order.

**SOLICITOR'S COMMENTS**

None.

**PUBLIC COMMENTS / OTHER COMMENTS**

Scott Bieber asked for an update on the plans to construct stormwater injection wells at the DCT Industrial Warehouse in Upper Macungie Township. Chuck Volk said that the Authority has not seen any updates but he will look into it. When the plan is received by the Authority, it will be reviewed by Al Guiseppe of Spotts, Stevens and McCoy, the hydrogeologist consultant for the Authority.

**EXECUTIVE SESSION**

Vice Chairman Bieber called an Executive Session at 1:38 p.m. to discuss personnel at which time all Authority Staff were excused.

The Executive Session ended at 2:21 p.m.

On a motion by Tom Muller, seconded by Richard Bohner, the Board set the salary for Liesel Gross, Chief Executive Officer, at \$135,000.00 (6-1). Deana Zosky opposed.

**ADJOURNMENT**

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

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Richard H. Bohner  
Secretary