



BOARD MEETING AGENDA – April 10, 2017

1. Call to Order

- **NOTICE OF MEETING RECORDINGS**

Meetings of Lehigh County Authority's Board of Directors that are held at LCA's Main Office at 1053 Spruce Road, Wescosville, PA, may be recorded for viewing online at lehighcountauthority.org. Recordings of LCA meetings are for public convenience and internal use only and are not considered as minutes for the meeting being recorded, nor are they part of public record. Recordings may be retained or destroyed at LCA's discretion.

- *Public Participation Sign-In Request*

2. Review of Agenda / Executive Sessions

3. Approval of Minutes

- *March 27, 2017 Board meeting minutes*

4. Public Comments

5. Action / Discussion Items:

FINANCE AND ADMINISTRATION

- *FCC Spectrum License – Discussion only*

- *Suburban Water & Wastewater Divisions – Capital Financing – Discussion only*

WATER

- *Storm Water Injection Wells – Discussion only*

WASTEWATER

6. Monthly Project Updates / Information Items (1st Board meeting per month) – **April 2017 report attached**

7. Monthly Financial Review (2nd Board meeting per month)

8. Monthly System Operations Overview (2nd 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.

April 24, 2017

May 8, 2017

May 22, 2017

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
March 27, 2017

The Regular Meeting of the Lehigh County Authority was called to order at 12:00 p.m. on Monday, March 27, 2017, Chairman Nagle presiding. Other Members present at the commencement of the meeting were: Linda Rosenfeld, Kevin Baker, Jeff Morgan, Richard Bohner, Norma Cusick, and Scott Bieber. Authority Staff present were Liesel Gross, Brad Landon, Chuck Volk, Ed Klein, John Parsons, Chris Moughan and Lisa Miller.

REVIEW OF AGENDA

Chairman Nagle announced that today's Board meeting is being videotaped and streaming live which will be posted to the Authority's website. Chairman Nagle stated that Scott Bieber requested to discuss the topic of storm water injection wells, and he recommended adding this item to the agenda for an April Board meeting.

Liesel Gross announced there will be an Executive Session regarding potential litigation and an additional item under Staff Comments.

Deana Zosky arrived at 12:02 p.m.

Jeff Morgan, the newly appointed Board Member, was introduced to the Board and Staff. The Board asked that Mr. Morgan give a brief description of his background.

Ted Lyons arrived at 12:04 p.m.

APPROVAL OF MINUTES

March 13, 2017 Regular Meeting Minutes

Richard Bohner suggested a correction on page 2 under Drought and Water Supply Monitoring Program, second paragraph, second sentence, that the word *suppose* be changed to *support*. He also suggested adding the word *it*, after *discuss* on page 3, third paragraph, last sentence. Chairman Nagle suggested adding **GENERAL SESSION CONTINUED** between *The Executive Session ended at 3:01 p.m.* and the start of the motions.

On a motion by Richard Bohner, seconded by Norma Cusick, the Board approved the Minutes of the March 13, 2017 meeting with the noted changes and corrections (6-0). Deana Zosky, Ted Lyons and Jeff Morgan abstained.

PUBLIC COMMENTS

None.

ACTION AND DISCUSSION ITEMS

Non-Union Employee Compensation Study – Overview of Results

Liesel Gross reviewed the results of the Compensation Study that was completed by Mosteller & Associates and the summary that was attached to the Board agenda packet. The primary issues addressed in the study were: Market Alignment, Internal Equity, and Equity Adjustments. The recommendations included a reduced number of paygrades, but maintaining the overall spread of the compensation from the lowest to highest paygrade. Individual positions were then slotted into the new paygrades based on market survey data gathered by Mosteller & Associates. Then, individual employees' pay was evaluated and recommendations made for adjustments to address internal inequities based on the new paygrade placements. Ed Klein explained that the adjustments, which total \$68,818 on a total annualized basis, will impact the 2017 personnel budget for non-union employees by less than 1% after taking into consideration timing and other factors. Deana Zosky suggested that, in the future, strategic adjustments such as this should be anticipated and aligned with the budget development schedule.

On a motion by Linda Rosenfeld, seconded by Norma Cusick, the Board accepted the report and approved the recommended changes in non-union employee compensation (9-0).

Citizen Survey Results

Liesel Gross gave an overview of the results of the citizen survey that was conducted to collect feedback on potential methods to improve public participation in meetings of the Board of Directors or other Authority meetings. With only 45 responses received, despite efforts to distribute the survey broadly, the public's interest in Authority business does not appear to be very high. In addition, survey results indicate that the topics typically covered at Authority meetings are not as high a priority as other issues that are covered by municipal or other public meetings. Survey results also generally indicated that moving the Authority's meetings to a nighttime schedule is unlikely to significantly increase public participation. Deana Zosky said that she was disappointed in the low participation in the survey but happy with the work that was done composing the survey and thanked Ms. Gross for all her work. Scott Bieber concurred. Chairman Nagle asked for Board consensus for the Authority to maintain the current meeting schedule but to consider scheduling evening meetings as needed to review special topics. Board members agreed.

Suburban Division Hydrant & Valve Exercising Program

John Parsons gave an overview of this operational project. The project consists of exercising almost 6,000 gate and butterfly valves of various sizes and 1,515 fire hydrants. It has been historically difficult for the Authority to maintain their valves and hydrants due to staff levels. Therefore, it's the Authority's intent to hire a contractor to exercise and maintain all of the hydrants annually and also exercise and maintain 1/3 of the valves annually over a 3-year contract. Since the Suburban Division is in the process of installing a Computerized Management System (CMMS) known as CityWorks, the contractor will obtain and assemble the asset data and migrate into the CityWorks system. The contractor will also be required to provide sub-meter GPS locations for all assets so existing locations in LCA's database can be corrected if required. The project will be funded by LCA and was budgeted in 2017 as an operational expense. Liesel Gross explained that operational contracts such as this would not normally be brought to the Board for approval once budgeted, but this is being brought forth because it is a significant program enhancement that the staff would like Board concurrence on.

Mr. Parsons is asking for approval of the Professional Services Authorization in the amount of \$106,728.00 annually for 2017-2019 for a total of \$320,184.00 for the 3-year contract, not to be exceeded without further Board authorization. The Board questioned the differential in the cost of the contract between the three firms that submitted proposals. Mr. Parsons explained that Valvetek is a smaller company and is geographically closer to the site, therefore reducing travel costs. He also noted that Valvetek was the only contractor to attend the site visit.

On a motion by Norma Cusick, seconded by Kevin Baker, the Board approved the Professional Services Authorization in the amount of \$106,728.00 annually for 2017-2019 with a total of \$320,184.00 for the 3-year contract, not to be exceeded without further Board authorization (9-0).

Waiver of Main Extension Policy provision for Mack Trucks

Brad Landon explained the memo regarding the Main Extension Policy waiver for Mack Trucks. Mack Trucks has requested water service for its manufacturing facility in Lower Macungie Township and is requesting a waiver to the policy by asking to provide a surety bond for performance security in regard to a potential obligation for a future main extension. After expressing the Authority's position in regard to surety bonds and the need for liquidity that is typically not present with surety bonds, Mack Trucks was able to provide a surety bond with additional provisions that met this liquidity concern. Therefore, the Authority is requesting a waiver of this provision of the Main Extension Policy in this particular circumstance.

On a motion by Norma Cusick, seconded by Linda Rosenfeld, the Board approved the waiver to the Main Extension Policy regarding the surety bond for Mack Trucks (9-0).

Suburban Division – Western Lehigh Interceptor (WLI) Easement Clearing

John Parsons gave an overview of the project. The Western Lehigh Interceptor (WLI) has approximately ten miles of easements that have become overgrown with vegetation to the point that vehicular access is no longer possible. Mr. Parsons is requesting approval of the Professional Services Authorization for Phase I to DBi Services Inc. in the amount of \$250,961.60. The project would consist of fulfilling all permit requirements with local and state entities, opening 10' wide clear sight between manholes, clearing all existing trees growing over the interceptor or manholes, applying stump treatment to all cut trees, applying appropriate herbicides to properly control undergrowth, and gathering and providing GPS (global positioning system) data for all existing assets. The project will be funded by LCA out of the 2017 operational budget. The Board expressed concerns about the public impact of the project. Liesel Gross said that the public and regional concerns have been discussed internally and the Authority will work with the municipalities in conjunction with any trailway or greenway programs they may have in the same geographic locations, and the staff will personally handle some aspects of landowner contact. The Board is also concerned about environmental sensitivity and some members do not want herbicides to be sprayed. Mr. Parsons stated that the staff has these same concerns, which has been shared with the contractor already, and the herbicides will only be used for certain species as well as meet regulatory standards. Chairman Nagle suggested the Wildlands Conservancy be contacted to provide guidance regarding herbicide use. Mr. Parsons will develop additional plans in conjunction with staff, the contractor and other resources to properly address the Board's concerns about herbicide use.

On a motion by Norma Cusick, seconded by Linda Rosenfeld, the Board approved the Professional Services Authorization for Phase I to DBi Services Inc. in the amount of \$250,961.60 (9-0).

Flow Meter Data Evaluation

Pat Mandes gave an overview of the project amendment for Flow Meter Data review and evaluation to be performed by Arcadis. Ms. Mandes is requesting approval of the Capital Project Authorization – Amendment Number 26 in the amount of \$131,000.00 which includes the Professional Services Authorization to Arcadis. This work is primarily focused on analyzing and validating data from sewer flow metering that is being conducted by TFE as authorized by the Board at the February 13, 2017 meeting. This metering data is used to determine the amount of infiltration and inflow that has been removed by specific projects completed by the municipalities, and to collect baseline flow data in other area. The Board asked what happens if the TFE data is not valid or is incorrect. Ms. Mandes explained that Arcadis will be spot-checking the data, and according to the contract with TFE, the Authority will not have to pay for invalid data.

On a motion by Scott Bieber, seconded by Norma Cusick, the Board approved the Capital Project Authorization – Amendment Number 26 in the amount of \$131,000.00 which includes the Professional Services Authorization to Arcadis (9-0).

MONTHLY FINANCIAL REVIEW

Ed Klein gave an overview of the February 2017 Financial Report. The Report was previously emailed to the Board for their review prior to the meeting.

MONTHLY SYSTEM OPERATIONS OVERVIEW

John Parsons reviewed the February 2017 Operations Report that was attached to the Board agenda.

STAFF COMMENTS

Liesel Gross informed the Board that Pat Mandes and she attended the 2017 AWWA Fly-In last week in Washington D.C. where they discussed national water financing and infrastructure issues with legislative staff of the U.S. Representatives and Senators.

SOLICITOR'S COMMENTS

Brad Landon reminded the Board that Ethics Forms and Financial Disclosure Statements are due April 30, 2017, although he has received a majority of the Board members' forms already.

PUBLIC COMMENTS / OTHER COMMENTS

Art Persing, resident of Lower Macungie Township, stated he was impressed with the LCA hydrant and valve exercising program and suggested working with Lower Macungie Fire department and other local fire departments to share the information as to the location and status of hydrants.

Mr. Persing suggested that LCA inform the public whenever accessing public or private land so residents are aware of work that is being done. Mr. Persing also informed the Board about an infection that is affecting ash trees and advised the staff to take precautions when completing the easement-clearing project.

The Chairman called a break at 1:38 p.m. The meeting reconvened at 1:41 p.m.

EXECUTIVE SESSION

Chairman Nagle called an Executive Session at 1:41 p.m. to discuss potential litigation.

The Executive Session ended at 1:58 p.m.

ADJOURNMENT

There being no further business, the Chairman adjourned the meeting at 1:58 p.m.

Richard H. Bohner
Secretary

MEMORANDUM

DATE: 27 March 2017

TO: Lehigh County Authority Board of Directors
FROM: Bradford E. Landon, Solicitor; Patricia Walck, Purchasing Agent
SUBJECT: FCC Spectrum License - application form and Board information

LCA needs to complete an application to the Federal Communication Commission (FCC) in regard to some projects described below in order to use broadcast spectrum allocated to Sensus, the meter company for its Suburban Division.¹ The application contains a section, as shown at the end of this memo, which requires LCA Board members to be listed with certain information. Brad has explored whether there is a different application or this provision can be altered to reflect the information for LCA management rather than Board members, including him having a dialogue with legal counsel and vice president for Sensus. Evidently there is no way around this since it deals with federal regulations, so we want to give Board members some background and **ask that you to supply this necessary information for staff to complete the application:**

1. Are you an U.S. citizen?
2. Do you own member 10% or more, directly or indirectly, or have operating control of any entity subject to FCC regulation?

Projects - FCC License Application 2017

What: There is a form that needs to be submitted to the FCC, via Sensus, for LCA to be able to use an assigned bandwidth for new, upgraded meter reading devices (MXU's). An MXU's (Meter Transceiver Unit) permits off-site meter reading via radio signals.

¹ Licensed spectrum devices operate within the portion of the radio spectrum designated by the FCC to be reserved for organizations that have been granted licenses. With exclusive rights, a license holder operates without interference or spectrum crowding. The FCC provides legal protection and enforcement to prevent other operators from transmitting over the same frequency in the same geographic area ... Operating on a dedicated frequency, utilities have clear advantages over unlicensed spectrum for maintaining an excellent signal-to-noise ratio. ... The Sensus ... system is currently the only FCC-licensed communications network designed specifically for electric, gas and water utilities. The system addressed these issues by acquiring nationwide protected spectrum that supplies turnkey solutions to its customers. Utilities have access to 325 kHz of bandwidth, plus the highest radio frequency (RF) power in the industry., http://www.utilityproducts.com/articles/print/volume-7/issue-7/product-focus/amr_ami/licensed-vs_unlicensed.html

FINANCE & ADMINISTRATION

ACTION ITEMS

DISCUSSION ITEMS

1. FCC Spectrum License – April 10, 2017

As a result of Capital Project SD-W-53 “*Non-Residential Meter Replacement Project*” approximately 1330 older, commercial water meters that have reached the end of their useful lives will be replaced with meters of a new series. There will also be replacement of residential meters that are no longer functioning properly. LCA uses Sensus meters in its Suburban Division and the new series of meters require use of a portion of the radio spectrum licensed by the Federal Communications Commission (FCC) to Sensus for its customers. This requires LCA to submit certain applications to the FCC. A memo is attached showing a provision that requires information about and from LCA Board members.

2. Suburban Water & Wastewater Divisions – Capital Financing – April 10, 2017

As discussed during the development of the 2017-2021 Capital Plan and the 2017 Annual Budget, the Authority will require additional financing to fund capital improvements beginning this year because project funds derived from prior bond issues have been depleted. Due to a favorable borrowing climate and the ongoing need for capital improvements spanning the next several years, the Authority will pursue financing for a three-year period of Suburban Water Division projects through a municipal bond issue. For Suburban Wastewater Division capital financing, which revolves primarily around large projects required to address the US EPA Administrative Order to eliminate sanitary sewer overflows, the Authority will seek financing through federal and state infrastructure financing programs that offer favorable rates for projects of this size. Additional details will be presented to the Board for discussion prior to initiating these financing initiatives.

INFORMATION ITEMS

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

CERTIFICATES OF DEPOSIT

Fund	Bank	Location	Gross Amount	Date of Purchase	Date Due	Net Rate %
WW Capac	Rollstone Bank & Trust	Fitchburg, MA	125,000.00	3/1/17	3/1/19	1.4
LLRI CR	Rollstone Bank & Trust	Fitchburg, MA	125,000.00	3/1/17	3/1/19	1.4

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

WATER

ACTION ITEMS

DISCUSSION ITEMS

1. **Storm Water Injection Wells – April 10, 2017**

The Authority has recently become involved in reviewing and commenting on several local storm water management proposals for proposed developments that include the proposed use of injection wells. The Authority's hydrogeologist will attend the Board meeting to present the methodology used to prepare comments by the Authority when such injection wells are proposed and how risks to source water quality are evaluated.

2. **Water Filtration Plant –Treatment Process Review – April 24, 2017**

The Allentown Division Water Filtration Plant has been using Aluminum Sulfate (alum) as its primary coagulant since 1928 when the facility was originally opened. In recent years, many alternate coagulants have been developed that are much more progressive in dealing with source waters during times of problematic treatment, such as after a storm when the water in the Little Lehigh Creek has high turbidity levels. Prior to the lease of the water system to the Authority, the City of Allentown had received a permit change from PA-DEP to begin using Polyaluminum Chloride (PACl) in place of alum. In early 2017, the Authority conducted a successful three-month pilot test with the new coagulant and will be finalizing the switch permanently this spring. The Authority's Water Plant Manager, Tim Carlson, will attend the Board meeting to present a brief overview of the coagulant change.

INFORMATION ITEMS

1. **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)**

2. **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 has completed construction according to schedule. Currently LCA is preparing project documentation closeout for COA. This Project is identified as Schedule-7 Work and will be funded by LCA Allentown Division.

3. **Allentown Division - Water Filtration Plant / Water Distribution: Flood Pump Replacement**
Upgrades to the existing stormwater pump/control for the WFP and D&C parking lot are needed due to equipment age. The existing flood pump (centrifugal) will be replaced with a new submersible flood pump. Miscellaneous electrical upgrades will also occur. In addition, a new raw water magmeter and two new chemical feed tanks will be installed at the Water Filtration Plant. Board Approval was granted at the January 23rd Board Meeting. Construction began in April of 2017 and completion is expected by August of 2017. This capital project is funded by the LCA Allentown Division.
4. **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. Multiple workshops have also been held. Condition Assessments and process control audits/optimizations are nearing completion and short-term and long-term capital plans are being developed. The project is scheduled to be completed in Q2 2017 and it will be funded by the LCA Allentown Division.
5. **Allentown Division – Schantz Spring Main Replacement**
The project is the replacement of approximately 2,000 linear feet of 1903 vintage 30-inch diameter water main in Martin Luther King, Jr. Boulevard from the Water Filtration Plant heading towards Schribers Bridge. This project also includes addressing other leaks that were identified during the SmartBall leak detection work completed by the City of Allentown (COA). Design is currently underway. This Project is identified as Schedule-7 Work and will be funded by LCA Allentown Division. **(No Change)**
6. **Suburban Division – CLD Auxiliary Pump Station Project**
The project will feature the installation of a new booster pumping station and water main extension to pump water from the Lower System to the Upper System. The project will also involve installation of a SCADA system. The Public Water Supply (PWS) permit application package received from our consultant was reviewed and comments returned. **(No Change)**
7. **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. We are reviewing the 100% design plans and specifications. A grant application for the construction costs has been submitted to the Commonwealth Finance Authority (CFA). Bidding and construction of the project will be delayed until after grant awards are announced, which is expected to be April 2017. **(No Change)**
8. **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. An easement agreement was sent to LCCC for their signatures. **(No Change)**
9. **Suburban Division – Capece Tract, WL #20 and Res #3 Improvements**
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 Notice to Proceed has been issued to Blooming Glen Contractors. Construction is underway and is expected to be completed in March 2017 **(No Change)**.

10. **Suburban Division – Asset Management Facility Upgrades**

Project includes the design and construction of improvements that were identified and prioritized in the Building Condition and Assessment Study prepared by D'Huy Engineering in accordance with LCA's asset management goal. The project scope includes structural, HVAC, and electrical/code improvements to be performed on facilities that were assigned a high risk score (high consequence and probability of failure). Nine (9) water facilities and two (2) wastewater facilities are part of the project scope. Design and bid phase services will be performed by D'Huy Engineering. The project is expected to be bid in summer 2017 **(No Change)**.

11. **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. As of January 4, 2017 Anrich Inc., our contractor has completed all construction related activities associated with the project and is in the process of addressing punch list item deficiencies. **(No Change)**

12. **Suburban Division - Water Main Replacement Program Cycle 3**

The project consists of the replacement of 1.00 mile of aged and/or failing Cast Iron water main.. As of March 31, 2017 design is currently underway by our engineering consultant Gannett Fleming.

13. **Suburban Division – Upper Milford-CLD Interconnection Project (Kohler Tract)**

The project will feature the installation of a new booster pumping station and water main extension to pump water from the Central Lehigh Division (CLD) to the 125-lot Kohler Tract subdivision in Upper Milford Township. We are preparing to make offers to three property owners where easements are needed. Design will commence once the easements are obtained. **(No Change)**

14. **Developments**

Water system construction is occurring in the following developments:

- Grandview, 6 commercial units and 204 apartment units, LMT
- Spring View (Bortz Tract), 14 commercial units, UMT
- Trexler Fields, Phase 2/6/10, 12 residential lots (sfd), UMT

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, 17 residential lots (sfd), LMT
- 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
- Kohler Tract, 125 residential lots (sfa), UMiIT, water and sewer
- Lehigh Hills, Lot 2 Pad Sites, 2 commercial lots, UMT

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
Woodmere Estates, 60 residential units (sfd), UMT

WASTEWATER

ACTION ITEMS

1. **City Signatory Billing Meter Evaluation – April 24, 2017**

In conjunction with the USEPA Administrative Order to eliminate sanitary sewer overflows, the Authority and the City of Allentown have identified the need to evaluate and potentially upgrade sewer flow meters that are currently used for billing municipal signatories for sewer services. By completing this work, it is anticipated that the municipalities' sewer bills will more accurately reflect their regular billable flows. At the same time, the meters should provide additional information to the signatories to help them assess the results of any work being completed to remove wet-weather peak flows, which many of the current meters cannot measure. A proposal to complete this evaluation and develop metering standards for all City municipal signatories will be reviewed with the municipalities, and the work authorized by the Authority.

DISCUSSION ITEMS

INFORMATION ITEMS

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

This project will permanently secure the frame and cover of approximately 15 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. A kick off meeting has occurred with the City. Construction is expected to begin by July of 2017. The project is identified as Administrative Order and will be funded by the City. This will be the final cycle of the project.

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

On 12/20/2016, the drive on Final Settling Tank #5 at Kline's Island WWTP experienced a complete failure. The drive is the original unit that was installed during construction of the clarifier in 1968. Procurement of a replacement drive has a long lead time of 14-17 weeks (update: delivery is now expected in late April), which would place installation of the drive on a schedule well into the spring months when peak flows are often experienced - and all tanks and drives must be fully operational. An emergency declaration allows staff to reduce this installation time by several weeks. A request for a retroactive emergency declaration was requested and approved at the January 9, 2017 Board meeting. This capital project will be funded by the LCA Allentown Division.

3. **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 was installed in late October 2016 and construction was completed in late February of 2017. The new Primary No. 1 Digester is expected to be installed and operational 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.

4. **Allentown Division – Wastewater Treatment Plant: WWTP Security Upgrades**

This project involves the installation of security related equipment upgrades at the Kline's Island Wastewater Treatment Plant (WWTP). Enhanced security will further reduce the risk of breaches that

may impair the operation of the facility. Board Approval of the CoStars Agreement with Tyco (to purchase the security cameras, doors, etc. upfront) was granted at the January 23rd Board Meeting. Approval of the remaining work will be requested at the May 8th, 2017 Board Meeting. Construction of the project is expected to begin in July of 2017. This Project is identified as an Uncompleted Work (UW) in the Lease Agreement and will be funded by the City of Allentown.

5. **Allentown Division – Kline’s Island WWTP Phase 1 AO Improvements: Conceptual Design Development**

This portion of the Phase 1 Administrative Order project will develop conceptual designs for the blending and flow equalization alternatives at the wastewater treatment plant. This conceptual design concept has been approved by the City. The City has directed LCA to proceed with these alternatives pending a final determination in late May of 2017. Board approval has been approved for the development of this conceptual design (later to be included in the RFP for full design services). Board approval for the full engineering design phase of the project will be requested at the June 24th, 2017 Board Meeting. The project is identified as Administrative Order Work and will be funded by the City. Construction is expected to begin in early 2019 and is expected to be complete in late 2020.

6. **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). The project is currently in design phase, and should be ready for bidding by Summer 2017. **(No Change)**

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

This project includes the improvements necessary to rectify the cold weather nitrification issue at the WWTP. This project will be funded by the LCA Suburban Western Weisenberg Division. The Board approved the construction phase of the project at the May 9, 2016 meeting. Work started in October 2016. The winterization project is substantially complete and all upgrade work is operational. The project is in the process of being closed out **(No Change)**.

8. **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. Construction began in August 2016 and is expected to finish by Spring 2017. **(No Change)**

9. **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. Construction began in August 2016 and is expected to finish by Spring 2017. **(No Change)**

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

This project will upgrade the wastewater treatment plant (WWTP) headworks. The project is being funded by the Lynn Township Suburban Division. The preconstruction conference is scheduled for March 29th.

11. **Suburban Division – SCARP**

Monthly meetings with the LCA Suburban Division Signatories began in January to negotiate a Memo of Cooperation for completion of the SCARP Capital Improvements Plan. Cash flow plans prepared by the Program Consultant have been presented to the Signatories so they can begin analyzing their borrowing needs and schedule. A communications plan has been developed to help the Signatories with discussions with their Boards and the public. The LCA AO Program Consultant will be making a presentation at both LMT and Macungie Borough at their request. Meetings are also taking place monthly with the City Signatories in preparation for signing a Memo of Understanding.

Negotiations have begun with the City Solicitor's on a Memo of Understanding for the AO Project and means for paying for the City infrastructure.