

REGULAR MEETING MINUTES

July 22, 2024

The Regular Meeting of the Lehigh County Authority Board of Directors was called to order at 12:00 p.m. on Monday, July 22, 2024, Vice Chairman Amir Famili presiding. The meeting was hybrid via in-person and video and audio advanced communication technology ("ACT"), using the Zoom internet application, including telephone option. Each Board member and other attendees of the meeting were able to hear each other attendee and be heard by each other attendee. The public could also participate in the meeting in-person or via ACT, using the Zoom internet application, including telephone option. A Roll Call of Board members present was taken. Amir Famili, Jeff Morgan, Norma Cusick, Linda Rosenfeld, Sean Ziller, and Marc Grammes were present for Roll Call and remained for the duration of the meeting.

Attorney Kevin Reid, the Authority's Solicitor, was present along with Authority Staff, Liesel Gross, Ed Klein, Chris Moughan, Andrew Moore, AJ Capuzzi, Phil DePoe, Susan Sampson, and Lisa Miller.

Vice Chairman Famili announced that the Board received their electronic and hard copies of the Board packet in advance. A copy of the packet is also available online.

REVIEW OF AGENDA

Liesel Gross announced that there are no changes to the agenda and no Executive Session is planned.

APPROVAL OF MINUTES

July 8, 2024 Meeting Minutes

On a motion by Jeff Morgan, seconded by Sean Ziller, the Board approved the minutes from the July 8, 2024 meeting as written (5-0). Linda Rosenfeld abstained.

PUBLIC COMMENTS

None.

LCA Strategic Plan – Progress Reporting

Liesel Gross provided a 2024 semi-annual progress report on strategic initiatives, highlighting key initiatives that are this year's focus. On the KISS Act 537 Plan, Ms. Gross commented that there is a lot of work to be completed by the end of the year, and there are a lot of opportunities for Board involvement in the public comment process. The Tyler EERP Implementation project will spill into 2025 due to the training on the new modules such as Project Accounting, Inventory, and Purchasing. The Lead Program has the most regulatory pressure due to new deadlines included in the updated Lead and Copper Rule. Ms. Gross commented that it will be important to focus on staff training for both Asset Management and Employee Engagement & Safety. Regarding the Staffing & Building Plan, headway has been made identifying near-term needs and there has been robust discussion about facility planning around new staffing requirements. The feedback provided by the Board at the last meeting regarding the office expansion has been helpful, and staff will develop a more comprehensive plan for further discussion with the Board at a later date. She concluded the report by reviewing other high-priority projects including treatment upgrades, emergency response planning, and pursuit of grant funding.

Sean Ziller asked if the team feels confident in completing the KISS Act 537 Plan this year. Liesel Gross said that the end of the year feels comfortable even though there is a lot of work to complete. Mr. Ziller also asked if grant applications require Resolutions from the Board. Ms. Gross said the

need for a Resolution for each grant is determined based on the specific requirements of each grant program.

Amir Famili acknowledged the great progress on the safety metrics, noting the number of days with no lost time and no recordable injuries.

KIWWTP Secondary Digester Cleaning Project Change Order

Amy Rohrbach explained that the change order is necessary for this project in order to compensate the contractor for the additional 73.16 dry tons of solids removed from the digester cleaning process. The original contract was for 200 dry tons but when cleaning was completed, a total of 273.16 was removed. This was due to the secondary digester experiencing an upset on the stratification of the solids and liquids causing plant staff to not draw down the digester as much as in past cleanings. Operations staff is investigating the reasoning and will take any necessary corrective actions.

On a motion by Jeff Morgan, seconded by Sean Ziller, the Board approved the Capital Project Authorization – Construction Phase Change Order No. 1 to Romesberg Trucking, Inc. dba Mobile Solids Solutions in the amount of \$57,181.95 (6-0).

MONTHLY FINANCIAL REVIEW

Ed Klein gave an overview of the June 2024 financial statements, highlighting variances between actual expenses and budgeted or forecasted expenses. Mr. Klein reported that net income and cash flows for all funds were favorable for June as compared to forecast. The City Division forecast realizes the full effect of the 2024 Bond Issuance since the Authority has taken on three years of borrowing for projects rather than one year as budgeted. He noted that an in-depth forecast on capital expenses will be completed in the third quarter.

MONTHLY SYSTEM OPERATIONS OVERVIEW

Andrew Moore reviewed the June 2024 report and reported that there were no recordable or non-recordable incidents; however, there were two vehicle incidents. Water production is in the normal peak season and up 1.5 million gallons per day in the Authority's Suburban Division. Wastewater flows for June were normal. There was a Tier 2 Public Notice issued for the Emmaus Consecutive Division for a PFOA and PFOS exceedance of the Pennsylvania Maximum Contaminant Level. Amir Famili asked if there were any phone calls from residents. Mr. Moore said there were numerous calls mainly regarding the specific levels they are receiving at their homes. Mr. Moore said without a hydraulic model this cannot be determined. There was discussion regarding the regulatory timeline. Mr. Moore reviewed other regulatory compliance information, noting that there was one sewer overflow in Allentown, no permit exceedances in Heidelberg, three permit exceedances in Sand Spring due to fecal coliform and ammonia, and two permit exceedances at Wynnewood also due to fecal coliform.

STAFF COMMENTS

Liesel Gross updated the Board on the Pretreatment Plant Stakeholder Panel meeting held on July 17th noting it may be the final meeting since there has been robust discussion and feedback that will be synthesized into a solution that can be presented to the Board in August. Discussions focused on high level questions about regional growth regarding the industrial sector and how to plan and pay for it. A solution is being developed that addresses the needs of existing industries and allows for expansion in the future when needed. Amir Famili commented that Ms. Gross has done a great job running the meetings and working with a diverse group.

SOLICITOR'S COMMENTS

None.

PUBLIC COMMENTS / OTHER COMMENTS

None.

BOARD MEMBER COMMENTS

None.

EXECUTIVE SESSION

None.

ADJOURNMENT

There being no further business, the Chairman adjourned the meeting at 12:43 p.m.

Jeffrey J. Morgan
Secretary