

REGULAR MEETING MINUTES
March 14, 2016

The Regular Meeting of the Lehigh County Authority was called to order at 12:18 p.m., on Monday, March 14, 2016, Chairman Brian Nagle presiding. Other Members present at the commencement of the meeting were: Linda Rosenfeld, Kevin Baker, Tom Muller, Richard Bohner, Norma Cusick, Scott Bieber, and Ted Lyons. Authority Staff present were Liesel Gross, Ed Klein, Pat Mandes, Frank Leist, Brad Landon, John Parsons, Chuck Volk and Lisa Miller.

A member of the public, John Donches was also present.

REVIEW OF AGENDA

Liesel Gross announced that under Staff Comments, there will be a discussion regarding the lead issue and also an Executive Session following the regular meeting to discuss potential litigation.

Kevin Baker, the newly appointed Board Member, was introduced to the Board and Staff.

APPROVAL OF MINUTES

February 22, 2016 Regular Meeting Minutes

On a motion by Richard Bohner, seconded by Norma Cusick, the Board approved the Minutes of the February 22, 2016 Regular meeting (6-0). Linda Rosenfeld and Brian Nagle abstained because they weren't in attendance.

PUBLIC COMMENTS

None.

ACTION AND DISCUSSION ITEMS

January Financials

Chairman Nagle asked Kevin Baker and Linda Rosenfeld to serve on the Financial Committee. They both agreed to be on the committee, along with Ted Lyons.

Ed Klein informed the Board that the Audit is currently underway and may delay the February financials.

Ed Klein gave a PowerPoint presentation highlighting the January 2016 financials in both the City Division and Suburban Division along with a comparative statement for the same.

Allentown Division – Water System Master Plan

John Parsons reviewed the project which provides for an engineering study that will produce a Master Plan for the Allentown Water System. The Plan is a requirement of the Concession Lease and is required to be updated every five years. The City never did a master plan prior to the Concession Lease. The Plan will address a full-scale condition assessment of all facilities which will be timely with the development of an Asset Management Plan conducted by Chuck Volk. Other areas addressed are process audits and optimization, short-term and long-term capital plans and the safety, security and building code audits. John Parsons recommends approval of the Capital Project Authorization for the design phase in the amount of \$295,000.00 which includes awarding the Professional Services Authorization to Arcadis U.S., Inc. in the amount of \$235,000.00.

On a motion by Linda Rosenfeld, seconded by Norma Cusick, the Board unanimously approved the Capital Project Authorization for the design phase in the amount of \$295,000.00 which includes awarding the Professional Services Authorization to Arcadis U.S., Inc. in the amount of \$235,000.00 (8-0).

Allentown Division – Water Main Replacement Program – Cycles 4-6

Frank Leist introduced Jason Peters to the Board. Jason is the Project Manager at LCA who is in charge of all the water main replacements. Mr. Leist is asking for the renewal of the Gannett Fleming contract for another project period of three years, 2017 – 2019, with approval of the Capital Project Authorization for the Design Phase and Pipe Prioritization Assessment Program Cycles 4-6 in the amount of \$961,455.00 which includes the Professional Services Authorization to Gannett Fleming, Inc. in the amount of \$601,455.00.

On a motion by Norma Cusick, seconded by Linda Rosenfeld, the Board unanimously approved the Capital Project Authorization for the Design Phase and Pipe Prioritization Assessment Program Cycles 4-6 in the amount of \$961,455.00 which includes the Professional Services Authorization to Gannett Fleming, Inc. in the amount of \$601,455.00 (8-0).

Lowhill Township – Sewer System Acquisition

Brad Landon reviewed the background of this agreement and stated that it has been revised and is a similar agreement as Weisenberg Township. The revisions made are as follows: if there are any upgrades to the pump stations, the Authority agrees to make a contribution in direct proportion to the volume of sewage flow and the Authority shall pay a transportation and pump station charge to Upper Macungie quarterly. Closing on the Lowhill system will be in June 2016. Liesel Gross said there are 43 customers that are impacted by the Agreement and they are already our water customers. The Board was concerned with infiltration/inflow (I&I). Brad Landon explained that the Authority agrees to repair or eliminate, at its own expense, any I&I entering the Lowhill sewer system that exceeds the engineering standards for allowable I&I.

On a motion by Tom Muller, seconded by Norma Cusick, the Board approved the Sewage Transportation Agreement with Upper Macungie for sewage pumping and transportation from the Lowhill Township sewer system. (8-0).

Donna Wingle arrived at 12:57 p.m.

PROJECT UPDATES/INFORMATION ITEMS

Liesel Gross explained that this is the updated Board Notes that were previously in the Board packet. It has been updated to include the date of the Board meeting that an Action Item will be ready for approval and under the Information Items, a notation of “*No change*” has been added to project descriptions that include no new information from the prior month’s report.

Ted Lyons asked about the process of purchasing CDs and who makes the decision. Ed Klein explained his process for purchasing and reviewing the CDs.

STAFF COMMENTS

Liesel Gross stated that we have a presentation on lead sampling and introduced Donna Wingle, LCA’s Water Quality Manager and Drinking Water Advisor. Pat Mandes gave the presentation and explained the Lead and Copper Rule. The discussion was centered around questions regarding what actions are taken when there is a high result, if sample locations represent all sources of water, whether the Authority is doing enough to ensure the safety of its tap water, how to ensure customers follow the instructions properly, and the cost of testing.

All LCA systems have achieved reduced monitoring by having results consistently below the Action Levels for both lead and copper. To maintain compliance with the Lead Copper Rule (LCR), in addition to 3-year monitoring for lead and copper, the Allentown system samples for water quality parameters (pH & alkalinity) bi-weekly. 2016 is a monitoring year for lead and copper in all LCA systems.

SOLICITOR’S COMMENTS

None.

OTHER COMMENTS

Ted Lyons reported on the PMAA Board Member Training Conference that he and Scott Bieber attended. He said that topics of interest were the Right-to-Know law and Sunshine Act. He suggested the Board discuss getting LCA email accounts. He said other topics discussed were records retention policy, Board By-Laws and Incorporations, Ethics, and Conflicts-of-Interest. Some discussion followed, and Board members agreed that email accounts should be set up for all Board members.

EXECUTIVE SESSION

The Chairman called an Executive Session at 1:45 p.m. to discuss potential litigation.

The Executive Session ended at 2:16 p.m.

ADJOURNMENT

There being no further business, the Chairman adjourned the meeting at 2:16 p.m.

Richard H. Bohner
Secretary