

REGULAR MEETING MINUTES
March 23, 2015

The Regular Meeting of the Lehigh County Authority was called to order at 12:15 p.m., on Monday, March 23, 2015, Vice Chairman Tom Muller presiding. Other Members present at the commencement of the meeting were: Richard Bohner, Brian Nagle, Ted Lyons, Norma Cusick, Scott Bieber and Linda Rosenfeld. Authority Staff present were Aurel Arndt, Liesel Adam, Bradford Landon, Frank Leist, Robert Kerchusky, Pat Mandes, Kevin German, Pete Burkhardt, John Parsons, Jason Gruber and Lisa Miller.

Tom Muller commented that regrettably, Asa Hughes was not reappointed to the Board by the County Commissioners.

REVIEW OF AGENDA

EXECUTIVE SESSION

Mr. Arndt stated there would be an Executive Session at the end of the regular meeting to discuss a personnel issue; one action item under Staff Comments to discuss Boston Beer service rates and one informational item as well under Staff Comments.

APPROVAL OF MINUTES

January 26, 2015 Regular Meeting Minutes

On a motion by Richard Bohner, seconded by Norma Cusick, the Board unanimously approved the Minutes of the January 26, 2015 Regular Meeting (6-0). Linda Rosenfeld abstained.

February 23, 2015 Regular Meeting Minutes

Richard Bohner noted that on the second page under Staff Comments, the first sentence in the fifth paragraph, the word "which" needs to be deleted. Mr. Bieber also noted that it must be noted that he arrived at 1:00 PM to the meeting. In consideration of all the changes, Richard Bohner recommends approving the Minutes.

On a motion by Richard Bohner, seconded by Norma Cusick, the Board unanimously approved the Minutes of the February 23, 2015 Workshop Meeting (7-0).

PUBLIC COMMENTS

None.

ACTION AND DISCUSSION ITEMS

2014 Risk Management Report

Kevin German presented the 2014 Annual Risk Management Report along with a PowerPoint presentation. The program is designed to maintain a high safety awareness level throughout the workplace. The Risk Management Team will be investigating the market for better pricing on Workers Compensation and General Liability insurances. Security issues were discussed.

On a motion made by Brian Nagle, seconded by Norma Cusick, the Board unanimously approved the 2014 Risk Management Annual Report (7-0).

Knowledge Management Update & SharePoint Program Implementation

Liesel Adam reviewed the background of the project along with a PowerPoint presentation. Ms. Adam is asking for approval of the Capital Project Authorization Amendment No. 2 in the amount of \$66,900 and the Professional Services Authorization Amendment No. 2 in the amount of \$31,900 to GHD to provide management consulting services and IT services to design and implement a SharePoint program for LCA. SharePoint is a software tool that will allow all LCA employees greater access to information while providing document control. Discussion followed.

Ted Lyons left the meeting at 1:20 p.m.

On a motion by Richard Bohner, seconded by Norma Cusick, the Board unanimously approved the Capital Project Authorization Amendment No. 2 for the SharePoint Program Implementation in the amount of \$66,900 and the Professional Services Authorization to GHD in the amount of \$31,900 (6-0).

Presentation of 2014 D & C Concession Work

Along with a PowerPoint presentation, Jason Gruber presented the 2014 Workload Reports regarding the construction, maintenance, and repair items performed by personnel in the Sewer Line Maintenance and Water Distribution Departments. The Board thanked him for his informative presentation.

SYSTEM OPERATIONS OVERVIEW

Robert Kerchusky noted that flows are up due to the snow melt and increase in rain. The flow has also increased at Kline's Island. Arcadia is still struggling with the ammonia issue.

STAFF COMMENTS

Pat Mandes presented the Board with a memorandum regarding the Boston Beer 2015 Wastewater Rates. She provided a brief background of the Boston Beer Agreement. She is requesting approval of the 2015 Wastewater Rates listed on the table presented to the Board.

On motion by Richard Bohner, seconded by Norma Cusick, the Board unanimously approved the 2015 Wastewater Rates for Boston Beer as presented (6-0).

SOLICITOR'S COMMENTS

None.

OTHER COMMENTS

None.

EXECUTIVE SESSION

The Vice Chairman called for an Executive Session at 2:10 p.m. to discuss a personnel issue. Tom Muller left the Executive Session at 2:20 p.m. at which time Mr. Bohner assumed the position of Vice Chairman.
The session ended at 2:48 p.m.

ADJOURNMENT

There being no further business, the Acting Chairman adjourned the meeting at 2:48 p.m.

Richard H. Bohner
Secretary