

**REGULAR MEETING MINUTES**  
**March 24, 2014**

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The Regular Meeting of the Lehigh County Authority was called to order at 12:27 p.m. on Monday, March 24, 2014, Chairman Asa Hughes presiding. Other Members present at the commencement of the meeting were: Tom Muller, Brian Nagle, Richard Bohner, Scott Bieber, and Norma Cusick. Authority Staff present were Aurel Arndt, Liesel Adam, Bradford Landon, Frank Leist, Bob Kerchusky, Dan Standish, Pat Mandes, John Parsons, and Cristin Keppel.

**REVIEW OF AGENDA**

Mr. Arndt stated there will be a goals discussion after the regular agenda items.

**PUBLIC COMMENTS**

None.

**EXECUTIVE SESSION**

None.

**APPROVAL OF MINUTES**

**February 24, 2014 Regular Meeting Minutes**

On a motion by Ms. Cusick, seconded by Mr. Muller, the Board unanimously approved the minutes of the February 24, 2014 Regular Meeting (3-0). Messrs. Nagle, Bohner, and Bieber abstained.

**ACTION AND DISCUSSION ITEMS**

**Allentown Division – Belt Filter Press Rehabilitation – Design Phase (Approval)**

Mr. Parsons explained the Project includes the replacement or reconditioning of the three wastewater plant belt filter presses (BFP's) which have all reached the end of their useful lives. The existing frame on BFP #1 is beyond repair and a fully factory remanufactured replacement unit is necessary; which has already been purchased. The condition of BFP's 2 & 3 will allow for reconditioning on-site. He noted that two of the three existing control panels are beyond repair and are included for replacement as part of this project. Mr. Parsons explained that this authorization is for the design of all the construction activities that will be required to install the remanufactured unit (BFP #1), and also for the in-place retrofits (BFP #2 and #3). Based upon our review of all aspects of proposals submitted by four firms, we recommend award of the Design Phase services to D'Huy Engineering, Inc. Their proposal is on scope and represents what we believe is the best overall value for the Authority.

On a motion from Mr. Bieber, seconded by Mr. Nagle, the Board unanimously approved the Capital Project Authorization for the Design Phase of the Allentown Division Belt Filter Press Rehabilitation in the amount of \$86,080, which included a Professional Services Authorization for D'Huy Engineering (6-0).

**SYSTEM OPERATIONS OVERVIEW**

Mr. Standish noted that Pennsylvania Department of Environmental Protection (DEP) [???] Annual Reports are finished, stating that there is 17% unaccounted for water in the City Division, which is a significant drop from previous years in the City system.

Mr. Parsons provided a handout reflecting the changes in unaccounted for water in the system. He explained that this amount has typically been between 25-30%; however the implementation of automated

meter reading has allowed for more accurate counts, thus resulting in the significant drop. Mr. Parsons also noted that these numbers only reflect partial year readings, so there is potential for another drop in unaccounted for water.

Mr. Standish also noted that LCA has a more aggressive stance on leak detection than in previous years in the City Division, which will aide in lowering unaccounted for water totals.

Ms. Cusick left the meeting at 1:30 p.m.

### **OTHER COMMENTS**

Chairman Hughes congratulated Staff members for receiving the Government Finance Officers Association designation for Excellence in Financial Reporting.

### **SOLICITOR'S COMMENTS**

Mr. Landon noted that the amended Articles of Incorporation increasing Board membership from seven to nine members have been advertised and as soon as confirmations of such advertisements are received from the respective publications, the amendment will be filed.

### **STAFF COMMENTS**

Mr. Arndt, along with Staff members, reviewed the Authority's goal listing for 2014, which was provided to attendees.

Mr. Hughes excused all Staff members, except Mr. Arndt, to discuss Mr. Arndt's personal goal listings<sup>3</sup> for 2014 at 1:52 p.m.

Mr. Muller left the meeting at 2:05 p.m.

### **ADJOURNMENT**

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

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Richard H. Bohner  
Secretary