

REGULAR MEETING MINUTES

February 10, 2020

The Regular Meeting of the Lehigh County Authority Board of Directors was called to order at 12:01 p.m. on Monday, February 10, 2020, Vice Chairman Scott Bieber presiding. Other Members present at the commencement of the meeting were: Linda Rosenfeld, Jeff Morgan, Richard Bohner, Norma Cusick, and Amir Famili. Brian Nagle and Ted Lyons were on the conference phone for the duration of the meeting. Authority Staff present were Liesel Gross, Chuck Volk, Ed Klein, John Parsons, Andrew Moore, Susan Sampson, Chris Moughan, Todd Marion, Phil DePoe, and Lisa Miller. Solicitor Michael Gaul was also present.

Vice Chairman Bieber announced that today's Board meeting is being videotaped and streaming live and recordings will be posted to the Authority's website.

REVIEW OF AGENDA

Liesel Gross stated there are no changes to the agenda and there will be an Executive Session at the end of the regular meeting to discuss matters of potential litigation and personnel.

Vice Chairman Bieber announced that Brian Nagle and Ted Lyons were on the conference phone.

APPROVAL OF MINUTES

January 27, 2020 Regular Meeting Minutes

Richard Bohner noted one grammatical error. On a motion by Richard Bohner, seconded by Norma Cusick, the Board approved the minutes of the January 27, 2020 Board meeting as corrected (7-0). Linda Rosenfeld abstained.

PUBLIC COMMENTS

None.

ACTION AND DISCUSSION ITEMS

Preliminary 2021-2025 Allentown Division Capital Plan

Liesel Gross announced that the draft 2021-2025 Allentown Division Capital Plan, along with the presentation, was handed out at today's meeting and also emailed to Board members Brian Nagle and Ted Lyons. Ms. Gross reviewed the planning and public input process and schedule, which the staff expects to complete in March 2020. Chuck Volk reviewed the funded Water and Wastewater projects covered in the 2021-2025 Allentown Division Capital Plan. Ed Klein gave a summary of the financial analysis and explained that the sources of funding for the Allentown Division come from operating revenues and existing project reserves, along with some project reimbursement from the City of Allentown for selected projects. Amir Famili asked questions regarding the capital plan worksheets and planning process, including how the staff measures project performance, so as to ensure the projects are completed on time and on budget. He also asked who is accountable for performance on each project. Chuck Volk responded that each project detail sheet denotes the staff member responsible for the project. He also reviewed changes to the project detail sheet that shows anticipated spending in each year of the five-year plan for each project. He then commented that it is difficult to measure return on investment with asset management projects. Ted Lyons commented that, depending on the level of performance tracking that is being suggested, it could take a

tremendous amount of staff time to complete, and some projects may be too small to warrant a more detailed performance tracking system. Richard Bohner suggested that this be directed to the Strategic Planning Committee for discussion. Liesel Gross explained that there are three stages of approval for the capital plan and associated projects: the five-year capital plan, the annual budget, and the project level. The approval at the project level provides the most detail about each project, anticipated schedule and budget, project justification, staff responsibilities and other details.

Chuck Volk gave an overview of the unfunded Water and Wastewater projects covered in the 2021-2025 Allentown Division Capital Plan. Scott Bieber asked for clarification regarding the funding of these projects. Liesel Gross said there are ongoing discussions between the Authority and the City of Allentown regarding the source of funding for these projects, and this information will be presented at another time.

Allentown Division – Water Filtration Plant: Raw Water Pump Room Painting - Construction Phase

Chuck Volk gave a brief PowerPoint presentation showing the condition of the piping and supports in the raw water pump area. Mr. Volk is asking for approval of the Capital Project Authorization for the Construction Phase in the amount of \$158,580.00, which includes the Professional Services Authorization to D'Huy Engineering Inc. in the amount of \$15,700.00, and also includes the General Contract Award to AFN USA, Inc. in the amount of \$131,800.00. Scott Bieber asked if the pipe or pumps have been compromised as a result of the current poor condition of the coatings. Mr. Volk explained the piping and pumps are still in good condition but could become compromised if this project is not completed within a reasonable period of time. He also noted this issue had been raised by the Pa. Department of Environmental Protection (DEP) during the most recent water plan inspection. Brian Nagle asked if the paint was tested for lead. John Parsons replied that the entire Water Filtration Plant was tested for lead in the mid-1990s, and none is present. Amir Famili asked what the life expectancy is of the paint. Mr. Volk replied the coatings are expected to last 20 years, and the Authority will be using an epoxy coating.

On a motion by Jeff Morgan, seconded by Linda Rosenfeld, the Board approved the Capital Project Authorization for the Construction Phase in the amount of \$158,580.00, which includes the Professional Services Authorization to D'Huy Engineering Inc. in the amount of \$15,700.00, and also includes the General Contract Award to AFN USA, Inc. in the amount of \$131,800.00 (8-0).

Kline's Island Sewer System – Regional Sewer Capacity & Wet-Weather Planning

Liesel Gross introduced the topic to review the key steps the Authority will take to begin developing a regional Act 537 Plan (Sewage Facilities Plan) for the area served by the Kline's Island Wastewater Treatment Plant. Ms. Gross provided the sewer capacity planning history and goals using a PowerPoint presentation. The goals for the regional Act 537 Plan are to support both environmental and economic goals of the region. The Plan must quantify the needs of the region that includes growth, current and future dry and wet weather flows, and also peak flows. It must also ensure that the existing infrastructure is maintained and rehabilitated. Ms. Gross also explained that due to the development of a regional Act 537 Plan and a regional connection management plan that has been put in place, the previous program for the Western Lehigh service area known as the Sewer Capacity Assurance and Rehabilitation Program (SCARP) has been discontinued.

Phil DePoe reviewed the elements of the new corrective action plan and connection management plan. Handouts provided at the meeting included a letter from LCA to DEP dated December 31, 2019, which outlines the corrective action plan and allocation request, and DEP's response dated

January 17, 2020. DEP's response letter includes an approval for sewer connections for the calendar year 2020, up to an allocation of 1.5 million gallons per day. An Interim Plan is due to DEP in September 2020, which will outline the steps required to develop a long-term regional plan and will include each municipality's plan to address inflow and infiltration (I&I) within their sewer collection systems. DEP requires a quarterly report to be submitted showing all new development that has been approved through a sewage planning module submission. The report will also describe the work that has been done in that reporting period. The reporting will be based on planning modules that are submitted by developers, with LCA putting additional tracking mechanisms in place.

Liesel Gross reviewed the action items and challenges of Phase 1. Mr. DePoe is asking for approval of a Professional Services Authorization to ARRO for the Interim Act 537 Plan Preparation in the amount of \$46,485.00, a Professional Services Authorization to Arcadis for the Western Lehigh Service Area – Engineering & Program Support in the amount of \$71,000.00, a Professional Services Authorization to Flow Assessment Services for Flow Metering Contract, estimated in the amount of \$223,950.00 for 2020, and a Professional Services Authorization to Arcadis for the Western Lehigh 2020 Flow Data QA/QC and RDII analysis in the amount of \$154,000.00.

Mr. DePoe reviewed Phase 2 of the Act 537 Interim Plan, covering the time period of 2021 to 2025. Phase 3 will consist of the implementation of the Regional Act 537 Plan. Liesel Gross reviewed the keys to success, highlighting that the Plan work schedule is an aggressive one, and will require extensive intergovernmental cooperation, along with continued DEP engagement. The Plan will require significant planning and engineering over the next five years. Public communication will be very important, so there is a clear understanding of the financial investment required, and the potential impact to all customers of the system.

Phil DePoe gave a summary of each of the Professional Services Authorizations as provided in the packet. There was some Board discussion.

On a motion by Linda Rosenfeld, seconded by Norma Cusick, the Board approved the Professional Services Authorization to ARRO for the Interim Act 537 Plan Preparation in the amount of \$46,485.00, a Professional Services Authorization to Arcadis for the Western Lehigh Service Area – Engineering & Program Support in the amount of \$71,000.00, a Professional Services Authorization to Flow Assessment Services for Flow Metering Contract estimated in the amount of \$223,950.00 for 2020, and a Professional Services Authorization to Arcadis for the Western Lehigh 2020 Flow Data QA/QC and RDII analysis in the amount of \$154,000.00 (8-0).

MONTHLY PROJECT UPDATES / INFORMATION ITEMS

Liesel Gross noted that there are no project approvals for the February 24th meeting; however, the Board of Directors Nomination of Officers is on the agenda for the February 24th meeting. Ed Klein will also provide a 2019 end-of-year financial report. Norma reported that she has been asked by the Chairman of the Board to poll the Board members regarding positions they may wish to be nominated for.

STAFF COMMENTS

None.

SOLICITOR'S COMMENTS

None.

PUBLIC COMMENTS / OTHER COMMENTS

Brian Chamberlain, City of Allentown Compliance Office, reported that the City will be providing comments on the preliminary Allentown Division Capital Plan at a later date.

Vice Chairman Bieber called a recess at 1:47 p.m. The meeting reconvened at 2:03 p.m.

EXECUTIVE SESSION

An Executive Session was held at 2:03 p.m. to discuss matters of potential litigation and personnel.

The Executive Session ended at 2:56 p.m.

ADJOURNMENT

There being no further business, the Vice Chairman adjourned the meeting at 2:56 p.m.

Richard H. Bohner
Secretary