

REGULAR MEETING MINUTES

February 24, 2020

The Regular Meeting of the Lehigh County Authority Board of Directors was called to order at 12:00 p.m. on Monday, February 24, 2020, Chairman Brian Nagle presiding. Other Members present at the commencement of the meeting were: Linda Rosenfeld, Richard Bohner, Norma Cusick, Ted Lyons and Amir Famili. Authority Staff present were Chuck Volk, Ed Klein, John Parsons, Andrew Moore, Susan Sampson, Todd Marion, Phil DePoe, and Lisa Miller. Solicitor Michael Gaul was also present.

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

Chairman Nagle stated that LCA received a Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association (GFOA) for its Comprehensive Annual Financial Report for the Fiscal Year ended December 31, 2018. The Board congratulated the Staff for this achievement. Susan Sampson will post the information to the Authority's blog and also to its website.

REVIEW OF AGENDA

Ed Klein stated there are no changes to the agenda. Chairman Nagle stated there will be an Executive Session at the end of the regular meeting to discuss a personnel issue.

APPROVAL OF MINUTES

February 10, 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 February 10, 2020 Board meeting as corrected (6-0).

PUBLIC COMMENTS

None.

ACTION AND DISCUSSION ITEMS

Board of Directors – Nomination of Officers

Norma Cusick, serving as the Nominating Committee, indicated she had polled the Board members to determine their interest in serving as a Board officer. She then offered the following slate of nominations for 2020 officers:

Brian C. Nagle, Chair
Scott Bieber, Vice Chair
Richard H. Bohner, Secretary

Norma A. Cusick, Assistant Secretary
Ted Lyons, Treasurer

Ms. Cusick asked if there were any other nominations, which there were not. Richard Bohner made a motion to close the nominations, which was seconded by Linda Rosenfeld. With no additional nominations from the floor, on a vote of 6-0, the nominations were closed and the Chairman directed

the Secretary to cast one ballot for each of the nominees, thus electing the officers for 2020. The term of the officers elected will begin on March 1, 2020.

MONTHLY FINANCIAL REVIEW

Ed Klein gave a PowerPoint presentation of the financial key performance indicators and the unaudited financial statements 2019, highlighting variances between actual expenses and budgeted or forecasted expenses. The Suburban Water financial statements are better than forecasted and better than budgeted. Mr. Klein stated that we are doing a good job managing financial targets and are aware of, and in control of, the finances. Mr. Klein also explained the budgeting process and how forecasts are updated if changes occur. The Suburban Wastewater net income was at a loss due to the Western Lehigh Interceptor Emergency project. However, it was better than forecasted. The City Division net income and cash flows were better than forecasted. Chuck Volk explained the Suburban Water capital budget variances for the Kohler and Buss Acres projects. The Kohler project was delayed due to acquisition of easements for the pump station site. The Buss Acres project was delayed due to the length of time needed to receive a special exception approval from Upper Milford Township that was required for this project. The Sand Spring project under the Suburban Wastewater capital budget was delayed due to permitting.

MONTHLY SYSTEM OPERATIONS OVERVIEW

John Parsons reviewed the Monthly System Operations Overview report for January 2020, and noted the report was updated to display final totals for 2019. Mr. Parsons reported that existing groundwater monitoring wells LE860, LE861 and LE862 have all been located with the help of the U.S. Geological Survey (USGS). USGS has also recently installed surface water flow monitoring stations on (1) the Cedar Creek near the confluence with the Little Lehigh Creek, (2) the Little Lehigh Creek near Trexlertown, and (3) the Schantz Spring bypass line which is the headwaters of Cedar Creek. The stations are currently collecting data onto the USGS website. This is in addition to the Authority's monitoring stations which are now collecting data as well. More information will be available about this project in the next few months.

Chairman Nagle called a recess at 12:44 p.m. The meeting reconvened at 12:55 p.m.

An Executive Session was held at 12:55 p.m. to discuss a personnel issue.

The Executive Session ended at 2:01 p.m.

ADJOURNMENT

There being no further business, the Chairman adjourned the meeting at 2:01 p.m.

Richard H. Bohner
Secretary