

REGULAR MEETING MINUTES
February 25, 2019

The Regular Meeting of the Lehigh County Authority was called to order at 12:00 p.m. on Monday, February 25, 2019, Vice Chairman Scott Bieber presiding. Other Members present at the commencement of the meeting were: Linda Rosenfeld, Jeff Morgan, Richard Bohner, Norma Cusick, and Ted Lyons. Chairman Brian Nagle was on the phone for the duration of the meeting. Authority Staff present were Liesel Gross, Brad Landon, Charles Volk, Ed Klein, John Parsons, Chris Moughan, Susan Sampson, Phil DePoe and Lisa Miller.

REVIEW OF AGENDA

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.

Liesel Gross noted there were no changes to the agenda but did note that the January 2019 Monthly Financial Review was previously emailed to the Board and a printed copy was distributed at today's meeting. There will also be an Executive Session after the regular meeting to discuss a matter of potential litigation.

APPROVAL OF MINUTES

February 11, 2019 Regular Meeting Minutes

On a motion by Richard Bohner, seconded by Linda Rosenfeld, the Board approved the minutes of February 11, 2019 meeting (6-0). Norma Cusick abstained.

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 what capacity they are willing to serve as Board officers. She then offered the following slate of nominations for 2019 officers:

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

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 7-0, the nominations were closed and the Vice Chairman directed the Secretary to cast one ballot for each of the nominees, thus electing the officers for 2019. The term of the officers elected will begin on March 1, 2019.

City Division Water Distribution & Sewer Collection System – 2018 Year in Review

Jason Gruber, Manager of Distribution & Collection (D & C) was present and introduced Josh Kuhns, Chris Bogert, and Pierce Heffner who are all Maintenance Supervisors at D & C. A PowerPoint presentation was given on managing the City Division sewer collection and water distribution systems, including a review of work completed in 2018 as well as since the lease concession began.

Kevin Baker arrived at 12:12 p.m.

Mr. Heffner gave an overview of the maintenance program related to water mains, hydrants and valves. Mr. Bogert provided information related to service line maintenance and after-hours repairs that are completed by the D & C staff. Mr. Kuhns reviewed the maintenance program for the sewer system including sewer mains, interceptors, manholes and customer laterals. Some discussion followed regarding the use of technology, water loss through leakage and related maintenance activities.

Richard Bohner questioned if the stormwater plans from the City are in conflict with the work being done by D & C. Mr. Gruber stated that D & C communicates with the City to work in conjunction with any stormwater projects that coincide with each other to save on duplicating work and costs.

Mr. Gruber thanked Liesel Gross and the Board for their support. The Board acknowledged the hard work and dedication of the employees of Distribution and Collection and thanked the team for presenting this information at the Board meeting.

Allentown Division Wastewater Treatment Plant Master Plan

Liesel Gross stated the plan is in final draft form and the Authority is seeking comments from the Board and has also asked for comments from the City. John Parsons introduced Tim Bradley from Kleinfelder, Project Manager for the project. Mr. Bradley presented a PowerPoint presentation reviewing the details of the Wastewater Treatment Plant Master Plan process and resulting Capital Improvements Plan (CIP). The object of the Master Plan is to evaluate the existing conditions and identify phased improvements to enable reliable permit compliance over the full term of the lease, reduce operational risks, and enhance efficiency. The plan will also assist LCA with achieving its Capital Asset Management Goal according to the strategic plan. Mr. Bradley discussed the three primary tasks of the master plan project: Condition Assessment, Process Optimization, and Delaware River Basin Commission (DRBC) Special Protection Waters (SPW) Considerations. The result of these three tasks were then incorporated into the CIP which was the final task associated with the Master Plan. Mr. Bradley stated that one important consideration in structuring the CIP is to avoid triggering the more stringent SPW treatment requirements, which would be very costly to implement. Compliance with the SPW regulations are triggered when a wastewater treatment plant undergoes substantial alterations or additions as defined by the DRBC. There was some discussion on these triggers.

Mr. Bradley reviewed in detail the 14 project proposals included as Near Term Improvements (0-10 years) in the Master Plan. Mr. Bradley discussed project priorities critical to plant performance. An outline of these projects is described in the plan. He then reviewed a summary of the Mid-Term Improvements (10-25 years) and Long-Term Improvements (25-50 years), most of which are related to the age of the assets located at the wastewater treatment plant. He noted that many of the plant components were installed in the 1920s or 1960s and will need to be replaced over the course of time.. Event-Driven Capital Improvements, resulting from the regulatory preparedness evaluations, were also presented and summarized in the plan.

The Board asked for clarification regarding how the SPW criteria would apply if there was an increase in the treatment capacity of 4 million gallons per day (MGD) at Kline's Island Wastewater Treatment plant. Mr. Bradley explained that under this scenario, the SPW requirements would have to apply to all flow above what existed in 2004, which was 31 MGD. If the plant needed to be expanded from the current capacity of 40 MGD up to 44 MGD, then roughly 15 MGD of the flows would be required to meet the new criteria, and compliance would likely be measured through a blending of the existing and new treatment standards across all flows.

Dan Koplisch, Consultant to the City of Allentown, was present and handed out a document he had prepared showing his personal analysis of disparities between the CIP included in the Master Plan and the total cost of wastewater treatment plant projects as listed in the CH2M report presented to the LCA Board in 2018. He stated that the CH2M report had overstated the capital improvement requirements at the plant, and suggested that the Wastewater Treatment Plant Master Plan is the only document available that has reliable or realistic numbers regarding anticipated capital improvements costs. Liesel Gross explained there is also a Water System Master Plan that was completed by Arcadis in 2017, utilizing the same methodology used to prepare the Wastewater Master Plan. The capital improvements outlined in the Water Master Plan are also realistic and reliable. However, at the time the CH2M report was prepared, only the Water Master Plan had been completed and those costs were incorporated into the CH2M report. Now that the Wastewater Master Plan is also complete, the updated figures from both master plans can be used as a basis for moving forward in planning future capital improvements. She also noted that the projects outlined in the 0-5 year timeframe in the draft Wastewater Master Plan have already been incorporated into the Capital Plan documents that were presented to the Board at the last Board meeting.

MONTHLY FINANCIAL REVIEW

Ed Klein gave an overview of the January 2019 financial report, highlighting variances between budgeted expenses and actual or forecasted expenses.

MONTHLY SYSTEM OPERATIONS OVERVIEW

John Parsons reviewed the Monthly System Operations Overview report for January 2019 which included a status report of the Western Lehigh Interceptor High Flow Emergency Project as of February 18, 2019.

STAFF COMMENTS

None.

SOLICITOR'S COMMENTS

None.

PUBLIC COMMENTS / OTHER COMMENTS

None.

Vice Chairman Bieber called a recess at 1:41 p.m. The meeting reconvened at 1:49 p.m.

EXECUTIVE SESSION

An Executive Session was held at 1:49 p.m. to discuss potential litigation.

The Executive Session ended at 2:38 p.m.

ADJOURNMENT

There being no further business, the Vice Chairman adjourned the meeting at 2:38 p.m.

Richard H. Bohner
Secretary