

REGULAR MEETING MINUTES

April 27, 2020

The Regular Meeting of the Lehigh County Authority Board of Directors was called to order at 12:03 p.m. on Monday, April 27, 2020, Chairman Brian Nagle presiding. The meeting was held via video and audio advanced communication technology ("ACT"), using the ZOOM internet application, due to the national COVID-19 pandemic emergency. Each Board member and other attendees of the meeting were able to hear each other attendee, and be heard by each other attendee. The public could also participate in the meeting via ACT, using the ZOOM internet application. A Roll Call of Board members present was taken. Chairman Brian Nagle, Linda Rosenfeld, Ted Lyons, Amir Famili, Richard Bohner, Norma Cusick, Jeff Morgan and Kevin Baker were present through ACT for the duration of the meeting. Board member Scott Bieber joined the meeting while it was in progress, as noted below.

Solicitor Michael Gaul was also present via ACT. Authority Staff present via ACT were Liesel Gross, Ed Klein, Chris Moughan, Chuck Volk, John Parsons, Andrew Moore, Phil DePoe, Lisa Miller, Amy Kunkel, Todd Marion, and Susan Sampson.

REVIEW OF AGENDA

Liesel Gross stated there are no changes to the agenda, and noted that the March 2020 Financial report was distributed and posted on the LCA website after the meeting packet was sent. An Executive Session to discuss potential litigation is scheduled after the regular meeting.

APPROVAL OF MINUTES

April 13, 2020 Meeting Minutes

Richard Bohner noted a few grammatical errors. On a motion by Richard Bohner, seconded by Norma Cusick, the Board approved the minutes of the April 13, 2020 Board meeting as corrected (8-0).

PUBLIC COMMENTS

None.

ACTION AND DISCUSSION ITEMS

Arcadia West Division – Water Storage Tank Replacement Design Phase

Amy Kunkel provided an overview of the project, stating the tank was built in 1999 by the Arcadia Development Corporation. An evaluation that was performed by Suez in 2018 determined the tank was at the end of its life. The interior and exterior of the tank were rusting, and required a new coating. Chuck Volk added that the Suez inspection was done with a robotic camera that discovered the corrosion inside the tank. There are also leaks under the tank floor and two holes in the tank walls that have been repaired in the last few years. In 2019, LCA contracted with Entech Engineering to prepare an engineering report for options of repair or replace. It was decided to replace the tank with a new concrete tank.

Amir Famili asked what the life expectancy is of the steel tank. Chuck Volk responded 20 to 30 years. The Arcadia tank is 21 years old, and also showing leaks at the bolt joints. The life expectancy of a concrete tank is 80 years. Norma Cusick questioned the cost of the easements in

the authorization, when the new tank will be placed on an existing easement. Mr. Volk explained there will be a temporary construction easement needed on a small portion of land shared with UGI, which will require approval.

On a motion by Norma Cusick, seconded by Jeff Morgan, the Board approved the Capital Project Authorization for the Design Phase in the amount of \$138,100.00, which includes the Professional Services Authorization to Entech Engineering in the amount of \$68,100.00 (8-0).

Kline's Island Sewer System – Regional Sewer Capacity & Wet-Weather Planning – Sewage Billing Meter QAQC Data Analytics and 2021 Flow Metering Preparation

Phil DePoe gave an overview of the project for the sewage billing meter QAQC data analytics and the 2021 flow metering that is part of the Interim Act 537 plan. The flow metering data will be used to prepare modeling and identify the capital improvements needed to meet the future sewage capacity needs of the region through 2050. The flow metering will include a mix of approximately 100 temporary meters and the existing approximately 30 sewage billing meters (SBMs). Data delivery and storage procedures, quality assurance, and flow analytics need to be implemented in 2020 for these SBMs. Included in Phase 2 of the project are two tasks. Task 1 will review each signatory's sewage billing meter electronic data delivery platform, develop frequency of data upload, and establish trigger points for evaluation when data falls outside of acceptable variances. A 2-week data collection trial will begin in July. Task 2 will collect data for 30 to 90 days in the fourth quarter of 2020 then analyze the data for quality assurance. A final determination regarding which SBMs can be used for the 2021 flow monitoring program will be done in Task 2. There was some Board discussion.

On a motion by Linda Rosenfeld, seconded by Norma Cusick, the Board approved the Professional Services Authorization to Arcadis in the amount of \$75,000.00 (8-0).

Board member Scott Bieber joined the meeting subsequent to the Board's discussion on the Kline's Island Sewer System – Regional Sewer Capacity & Wet-Weather Planning – Sewage Billing Meter QAQC Data Analytics and 2021 Flow Metering Preparation.

MONTHLY FINANCIAL REVIEW

Ed Klein presented the March 2020 report that was sent separately along with a PowerPoint presentation. Mr. Klein reported that the forecast and cash flows are positive, but expects the national COVID-19 pandemic emergency will impact the Authority and has concerns regarding water volume and collection rates. The Board questioned the percent of customers unable to pay their water bills. Mr. Klein stated that these numbers are not yet known. Liesel Gross added that the Authority is tracking this and will report on it at a later date.

MONTHLY SYSTEM OPERATIONS OVERVIEW

John Parsons presented the March 2020 report. Mr. Parsons stated that priority work continues but some routine maintenance activities are being deferred until after the pandemic is over. This practice can be maintained for several more weeks, but if it continues longer than that, certain tasks will require further discussion and planning. Richard Bohner stated the daily average water production for the Lehigh River seems unusually high. John Parsons explained that the numbers reflect a small volume that was used to exercise the system. Jeff Morgan asked whether the termination of the Governor's prohibition on construction activities on Friday will have an impact on LCA construction

projects. Chuck Volk explained that, even though there were some interruptions to projects, he does not expect anything significant. Mr. Parsons concurred. Chairman Nagle asked how the Authority plans to recover lost funds due to not conducting water shutoffs during the COVID-19 emergency. Liesel Gross explained that this will require time and possibly a different approach to recover lost funds. Amir Famili asked about the Authority's ability to test sewage discharge for COVID-19. Ms. Gross explained that, while studies are being done in other states, there hasn't been anything done locally. Jeff Morgan clarified that all effluent leaving the plants is already being treated. Ms. Gross agreed and noted studies that have been conducted in other regions have been to test for the virus in the influent to the wastewater treatment plant, and that chlorine disinfection during the treatment process has been proven to be effective in deactivating the virus.

STAFF COMMENTS

Liesel Gross commented that the Kline's Island Sewer System Interim Act 537 Plan was previously distributed to the Board for discussion at either the May or June Board meeting. Hardcopies are also available by request.

SOLICITOR'S COMMENTS

None.

PUBLIC COMMENTS / OTHER COMMENTS

None.

EXECUTIVE SESSION

Chairman Nagle noted that an Executive Session will be held after the regular meeting to discuss matters of potential litigation.

ADJOURNMENT

There being no further business, the Chairman adjourned the meeting at 1:12 p.m.

Richard Bohner
Secretary