



LEHIGH COUNTY AUTHORITY

LCA Pretreatment Plant:

7676 Industrial Drive
Allentown, PA 18106
610-398-2503

Agenda & Minutes:

www.lehighcountyauthority.org

Published: November 8, 2021

BOARD MEETING AGENDA – November 10, 2021 – 12:30 p.m.

1. Call to Order

- **NOTICE OF MEETING RECORDINGS**

Meetings of Lehigh County Authority's Board of Directors may be recorded for viewing online at lehighcountauthority.org. Recordings of LCA meetings are for public convenience and internal use only and are not considered as minutes for the meeting being recorded, nor are they part of public record. Recordings may be retained or destroyed at LCA's discretion.

- *Public Participation Sign-In Request*

2. Review of Agenda / Executive Sessions

- Additions to Agenda (vote required if action will be taken)

3. Public Comments

4. Action / Discussion Items:

LCA Strategic Plan Workshop *(discussion only)*

NOTE: Staffing topics to be discussed in Executive Session

- LCA Overview
 - *Articles of Incorporation attached (digital packet, pages 2-26)*
- Board Member Roles & Responsibilities
 - *LCA Bylaws attached (digital packet, page 27-36)*
 - *Board Norms attached (digital packet, pages 37-40)*
- LCA Staffing
 - *LCA Organization Chart attached (digital packet, page 41)*
- LCA Strategic Plan: Board discussion of key priorities, metrics and resource requirements
 - *Draft LCA Strategic Plan Framework attached (digital packet, page 42)*

5. Public Comments / Other Comments

6. Adjournment

UPCOMING BOARD MEETINGS

November 22, 2021

December 13, 2021

January 10, 2022

PUBLIC PARTICIPATION POLICY

In accordance with Authority policy, members of the public shall record their name, address, and discussion item on the sign-in sheet at the start of each meeting; this information shall also be stated when addressing the meeting. During the Public Comment portions of the meeting, members of the public will be allowed 5 minutes to make comments/ask questions regarding non-agenda items, but time may be extended at the discretion of the Chair; comments/questions regarding agenda items may be addressed after the presentation of the agenda item. Members of the public may not request that specific items or language be included in the meeting minutes.

Commonwealth of Pennsylvania

Department of State

Office of The
Secretary of the Commonwealth

To all to whom these Presents shall come, Greeting:

WHEREAS, In and by the provisions of the Municipality Authorities Act approved May 2, 1945, P. L. 382, as amended, the Secretary of the Commonwealth is authorized and required to issue a

CERTIFICATE OF INCORPORATION

evidencing the incorporation of an authority under the provisions of said Act.

AND WHEREAS, The stipulations and conditions of said Act have been fully complied with by the Municipal Authorities of the County of Lehigh,

Commonwealth of Pennsylvania desiring the organization of

LEHIGH COUNTY AUTHORITY

THEREFORE, KNOW YE, That subject to the Constitution of this Commonwealth, and under the authority of Act No. 164, approved the second day of May, Anno Domini one thousand nine hundred and forty-five, P. L. 382, as amended, I DO BY THESE PRESENTS, which I have caused to be sealed with the Great Seal of the Commonwealth, declare and certify the creation, erection and incorporation of

LEHIGH COUNTY AUTHORITY

into a body politic and corporate in deed and in law by the name chosen hereinbefore specified, now to become operative with authority to transact business, and which shall exist for a term of fifty years unless sooner dissolved according to law.

Such corporation shall have and enjoy and shall be the subject to all the powers, duties, requirements, and restrictions, specified and enjoined in and by the above Act of Assembly and all other applicable laws of this Commonwealth.

GIVEN under my Hand and the Great Seal of the
Commonwealth, at the City of Harrisburg, this
____ 21st ____ day of ____ September ____, in the
year of our Lord one thousand nine hundred and
____ sixty-six ____ and of the Commonwealth
the one hundred and ____ ninety-first ____

W. Stuart Hall

Secretary of the Commonwealth

rb
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MUNICIPAL AUTHORITY
ARTICLES OF INCORPORATION

TO THE SECRETARY OF THE COMMONWEALTH OF PENNSYLVANIA:

In compliance with the Act of May 2, 1945, P.L. 382, the County of Lehigh, a fourth class county of the Commonwealth of Pennsylvania, pursuant to a duly adopted resolution authorizing the formation of a municipal authority, hereby certifies:

1. The name of the authority shall be: LEHIGH COUNTY AUTHORITY. The incorporating municipality is the County of Lehigh.

2. The authority is formed under the Act of May 2, 1945, P.L. 382.

3. The only other authority organized under the Act of May 2, 1945, P.L. 382, in existence in or for the County of Lehigh is the Lehigh-Northampton Airport Authority. No authority has been formed under the Act of June 28, 1935, P.L. 463.

4. The Lehigh County Authority is formed for the purpose of acquiring, holding, constructing, improving, maintaining and operating, owning or leasing, either in the capacity of lessor or lessee, lands and buildings to be devoted wholly or partially to public use for revenue-producing purposes in connection with any of the purposes or powers authorized by Section 4 of the said Act of May 2, 1945, P.L. 382, excepting, however, no activities shall be carried on that would compete with or usurp the

activities of any existing authorities in the County of Lehigh formed under the Act of May 2, 1945, P.L. 382.

5. The names and addresses of the County Commissioners of the County of Lehigh are as follows:

George A. Stahl
3315 Lincoln Circle South
Allentown, Pennsylvania

Charles S. Saeger
127 North Franklin Street
Allentown, Pennsylvania

Job L. Vaughn
27 Front Street
Catasauqua, Pennsylvania

6. The names and addresses and terms of office of the first members of the Board of the municipal authority to be formed hereby are as follows:

Harry K. Harley
223 S. 16th Street
Allentown, Pa.
One (1) year

S. H. Carl Bear
R. D. #3
Allentown, Pa.
Two (2) years

Ralph C. Swartz
3302 Highland Street
Allentown, Pa.
Three (3) years

S. Wesley Herring
431 N. Leh Street
Allentown, Pa.
Four (4) years

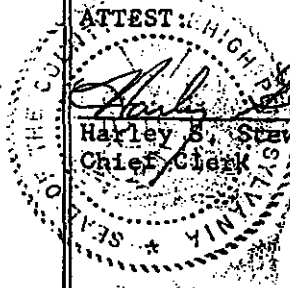
Chester S. Dutton
R. D. #1
Macungie, Pa.
Five (5) years

7. The resolution authorizing the creation of said authority certified from the records of the aforesaid Lehigh County, together with the advertisement of notice of filing these Articles of Incorporation are all submitted herewith.

IN WITNESS WHEREOF, the undersigned have executed these Articles on behalf of Lehigh County above mentioned and have caused the corporate seal thereof to be affixed this 25th day of August, 1966.

BOARD OF COMMISSIONERS OF LEHIGH COUNTY

ATTEST:



Harley B. Stewart, Sr.
Chief Clerk

George A. Stahl
George A. Stahl

Charles S. Saeger
Charles S. Saeger

Job L. Vaughn
Job L. Vaughn

3-1-70.25 1126

Commonwealth of Pennsylvania



Department of State

TO ALL TO WHOM THESE PRESENTS SHALL COME, GREETING:

WHEREAS, In and by Section 3.2 of the Act of 1945, P. L. 382, as amended, the Department of State is authorized and required to issue

CERTIFICATE OF AMENDMENT

evidencing the amendment of the Articles of Incorporation of a Municipal Authority organized under or subject to the provisions of that law, and

WHEREAS, The stipulations and conditions of the law pertaining to the amendment of Articles of Incorporation have been fully complied with by

LEHIGH COUNTY AUTHORITY

THEREFORE, KNOW YE, That subject to the Constitution of this Commonwealth, and under the authority of the Municipality Authorities Act of 1945, as amended, I DO BY THESE PRESENTS, which I have caused to be sealed with the Great Seal of the Commonwealth, alter and extend the rights and powers of the corporation named above, in accordance with the terms and provisions of the Articles of Amendment presented by it to the Department of State, with full power and authority to use and enjoy such rights and powers, subject to all the provisions and restrictions of the Municipality Authorities Act of 1945, as amended, and all other applicable laws of this Commonwealth.

GIVEN under my Hand and the Great Seal of the Commonwealth, at the City of Harrisburg, this 3rd day of June in the year of our Lord one thousand nine hundred and seventy and of the Commonwealth the one hundred and ninety-fourth.



Lawrence J. Heller
Secretary of the Commonwealth

gmk sat

ARTICLES OF AMENDMENT

TO: THE SECRETARY OF THE COMMONWEALTH OF
 PENNSYLVANIA

In compliance with requirements of the Pennsylvania Municipality Authorities Act of 1945, approved May 2, 1945, P. L. 382, as amended and supplemented, and pursuant to a resolution duly adopted by the Board of Lehigh County Authority proposing an amendment to the Articles of Incorporation of the Authority, which proposed amendment has been submitted to and adopted and approved by the Board of County Commissioners of the County of Lehigh, Pennsylvania, the governing authority of the municipality composing the Authority, by a resolution duly adopted, the Authority does file these Articles of Amendment to its Articles of Incorporation and does certify:

1. The name of the Authority is "Lehigh County Authority"; and the registered office of the Authority is located at: Lehigh County Court House, 455 Hamilton Street, Allentown, Pennsylvania.

2. The Authority has been duly formed under the Pennsylvania Municipality Authorities Act of 1945, approved May 2, 1945, P. L. 382, as amended and supplemented, the Articles of Incorporation having been approved and filed in the Department of State of the Commonwealth of Pennsylvania on September 21, 1966.

3. A copy of the resolution adopted by the Board of County Commissioners of the County of Lehigh, Pennsylvania, said Board of County Commissioners being the governing authority of the municipality composing the Authority, duly certified by the Chief Clerk of said Board of County Commissioners,

adopting the amendment herein set forth, is attached hereto and thereby is made a part of these Articles of Amendment.

4. The amendment proposed by the Board of the Authority and adopted and approved by the Board of County Commissioners of the County of Lehigh, Pennsylvania, as aforesaid, is to amend the Articles of Incorporation of the Authority as follows:

A. Paragraph 4 of said Articles of Incorporation which reads as follows:

"4. The Lehigh County Authority is formed for the purpose of acquiring, holding, constructing, improving, maintaining and operating, owning or leasing, either in the capacity of lessor or lessee, lands and buildings to be devoted wholly or partially to public use for revenue-producing purposes in connection with any of the purposes or powers authorized by Section 4 of the said Act of May 2, 1945, P. L. 382, excepting, however, no activities shall be carried on that would compete with or usurp the activities of any existing authorities in the County of Lehigh formed under the Act of May 2, 1945, P. L. 382."

shall be amended so that the same shall read as follows:

"4. The Lehigh County Authority is formed for all of the purposes and shall have all of the powers authorized by the Pennsylvania Municipality Authorities Act of 1945, approved May 2, 1945, P. L. 382, as amended and supplemented."

IN WITNESS WHEREOF, The Lehigh County Authority has caused these Articles of Amendment to be executed by its Chairman and its official seal to be affixed hereunto and attested by its Secretary, all as of the 28th day of

ATTEST:

(SEAL)

Secretary

LEHIGH COUNTY AUTHORITY

By:

Chairman

COMMONWEALTH OF PENNSYLVANIA)
) SS:
COUNTY OF LEHIGH)

On the *28th* day of *May*, 1970, before me, the undersigned officer, personally appeared Chester S. Dutton and Clarence A. Reichard, Chairman and Secretary, respectively, of Lehigh County Authority (the "Authority"), who in due form of law acknowledged the foregoing to be the act and deed of the Authority for purposes therein specified.

WITNESS my hand and official seal the day and year aforesaid.

Joanne E. Gantz

Notary Public

My Commission Expires: *June 28, 1972*

(SEAL)

Commonwealth of Pennsylvania

301 608

202340



Department of State

TO ALL TO WHOM THESE PRESENTS SHALL COME, GREETING:

WHEREAS, In and by Section 3.2 of the Act of 1945, P.L. 382, as amended, the Department of State is authorized and required to issue a

CERTIFICATE OF AMENDMENT

evidencing the amendment of the Articles of Incorporation of a Municipal Authority organized under or subject to the provisions of that law, and

WHEREAS, The stipulations and conditions of the Law pertaining to the amendment of Articles of Incorporation have been fully complied with by

LEHIGH COUNTY AUTHORITY

THEREFORE, KNOW YE, That subject to the Constitution of this Commonwealth, and under the authority of the Municipality Authorities Act of 1945, as amended, I DO BY THESE PRESENTS, which I have caused to be sealed with the Great Seal of the Commonwealth, alter and extended the rights and powers of the corporation named above, in accordance with the terms and provisions of the Articles of Amendment presented by it to the Department of State, with full power and authority to use and enjoy such rights and powers, subject to all the provisions and restrictions of the Municipality Authorities Act of 1945, as amended, and all other applicable laws of this Commonwealth.

GIVEN under my Hand and the Great Seal of the Commonwealth, at the City of Harrisburg, this 22nd day of April in the year of our Lord One thousand nine hundred and seventy-five, and of the Commonwealth the one hundred and ninety-ninth.

C. McLaughlin Tucker

Secretary of the Commonwealth

pjd

ARTICLES OF AMENDMENT

TO: THE SECRETARY OF THE COMMONWEALTH OF PENNSYLVANIA

In compliance with requirements of the Pennsylvania Municipality Authorities Act of 1945, approved May 2, 1945, P.L. 382 as amended and supplemented, and pursuant to a resolution duly adopted by the Board of Lehigh County Authority proposing an amendment to the Articles of Incorporation of the Authority, which proposed amendment has been submitted to and adopted and approved by the Board of County Commissioners of the County of Lehigh, Pennsylvania, the governing authority of the municipality composing the Authority, by a resolution duly adopted, the Authority does file these Articles of Amendment to its Articles of Incorporation and does certify:

1. The name of the Authority is "Lehigh County Authority"; and the registered office of the Authority is located at: Lehigh County Court House, 455 Hamilton Street, Allentown, Pennsylvania.

2. The Authority has been duly formed under the Pennsylvania Municipality Authorities Act of 1945, approved May 2, 1945, P.L. 382, as amended and supplemented, the Articles of Incorporation having been approved and filed in the Department of the Commonwealth of Pennsylvania on September 21, 1966.

3. A copy of the resolution adopted by the Board of County Commissioners of the County of Lehigh, Pennsylvania, said Board of County Commissioners being the governing authority of the municipality composing the Authority, duly certified by the Chief Clerk of said Board of County Commissioners, adopting the amendment herein set forth, is attached hereto and thereby is made a

part of these Articles of Amendment.

4. The amendment proposed by the Board of the Authority and adopted and approved by the Board of County Commissioners of the County of Lehigh, Pennsylvania, as aforesaid, is to amend the Articles of Incorporation of the Authority as follows:

WHEREAS, the resolution of the County Commissioners of Lehigh County, the governing authority of the municipality composing the Authority provided in paragraph "6A" of said resolution, a copy of which is attached hereto, provided that the governing body to be called the "Board" be composed of five (5) members; and,

WHEREAS, the said Board of County Commissioners on the 24th day of December, 1973 on motion duly made and carried resolved that the governing body of the "Board" shall be composed of seven (7) members, a copy of which resolution is attached hereto and incorporated herein by this reference; and,

WHEREAS, the Lehigh County Authority by its resolution duly moved, seconded and resolved that the "Board" should consist of seven (7) members in accordance with the resolution of the County Commissioners.

The Articles of Incorporation shall include an additional paragraph providing that the members of the "Board" shall be increased to seven (7).

IN WITNESS WHEREOF, The Lehigh County Authority has caused

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these Articles of Amendment to be executed by its Chairman and
its official seal to be affixed hereunto and attested by its
Secretary, all as of the *2nd* day of *February*, 1974.

ATTEST:

William A. Richard
Secretary

LEHIGH COUNTY AUTHORITY

BY: *Robert L. DeLoe*
Chairman

(SEAL)

BOARD MEMBERS

Chairman

Clarence A. Reichard

Business Address: Robert A. Reichard, Inc.
19th & W. Lawrence St.
Allentown, Pa. 18104

Home Address: Nottingham Road
Allentown, Pa. 18104

5 year term - expires 1979

Vice-Chairman

Richard H. Bohner

Business Address: P.P. & L.
9th & Hamilton Sts.
Allentown, Pa. 18101

Home Address: R. D. 3
Allentown, Pa. 18104

5 year term - expires 1977

Treasurer

S. H. Carl Bear

Business Address: Merchants National Bank
702 Hamilton St.
Allentown, Pa. 18101

Home Address: R. D. 1
Allentown, Pa. 18102

5 year term - expires 1978

Secretary

S. Wesley Herring

Business Address: Everett Assoc.
Commonwealth Bldg.
Allentown, Pa. 18101

Home Address: 431 N. Leh St.
Allentown, Pa. 18104

5 year term - expires 1975

Member

Chester S. Dutton

Home Address: R. D. 2
Macungie, Pa. 18062

5 year term - expires 1976

8801 607

BOARD MEMBERS
(Continued)

Proposed Members:

John D. O'Neill

Home Address: 3826 Dogwood Trail
Allentown, PA 18103

5 year term - expires 1979

Harvey C. Weisel

Home Address: 2450 Tremont Street
Allentown, PA 18104

5 year term - expires 1979

Approved and filed this 22nd day of April,
1975.

Commonwealth of Pennsylvania
Department of State



Secretary of the Commonwealth

pjd

COUNTY OF LEHIGH RESOLUTION 1973 - NO. 34

WHEREAS, at the regular monthly meeting of the Lehigh County Authority, in December of 1973, it was proposed that the Authority membership be increased from five (5) members to seven (7) members; and

WHEREAS, the Commissioners upon consideration of this recommendation and also due to the number of projects assigned to the Lehigh County Authority by the Commissioners, this request is approved.

THEREFORE, BE IT RESOLVED that the Charter of the Lehigh County Authority be amended to provide that the membership of said Authority be increased from five (5) persons to seven (7) persons. Further, that appropriate action to be taken to file said amendment with the Secretary of the Commonwealth of Pennsylvania.

Adopted at a regular meeting held on December 24, 1973, by the following vote:

	YEA	NAY
George A. Stahl	X	
Donald B. Hoffman	X	
Ernie G. Stiegler	X	



COMMONWEALTH OF PENNSYLVANIA

Department of State

TO ALL WHOM THESE PRESENTS SHALL COME, GREETING:

BE IT KNOWN THAT,

CERTIFICATE OF AMENDMENT

has been granted to

LEHIGH COUNTY AUTHORITY

whereby the term of existence has been extended to fifty (50) years

under the authority of Section 3.2 of the Act of May 2, 1945 (P.L. 382, No. 164), known as the Municipal Authorities Act of 1945.



Filed this 9th day
of June, 1999

Kim Ditzinger
Secretary of the Commonwealth
sjk

PENNSYLVANIA DEPARTMENT OF STATE
CORPORATION BUREAU
ROOM 308 NORTH OFFICE BUILDING
P.O. BOX 8722
HARRISBURG, PA 17105-8722

46

LEHIGH COUNTY AUTHORITY

THE CORPORATION BUREAU IS HAPPY TO SEND YOU YOUR FILED DOCUMENT.
PLEASE NOTE THE FILE DATE AND THE SIGNATURE OF THE SECRETARY OF THE
COMMONWEALTH. THE CORPORATION BUREAU IS HERE TO SERVE YOU AND WANTS
TO THANK YOU FOR DOING BUSINESS IN PENNSYLVANIA. IF YOU HAVE ANY
QUESTIONS PERTAINING TO THE CORPORATION BUREAU, CALL (717) 787-1057.

ENTITY NUMBER: 0202340

MICROFILM NUMBER: 09944

0308-0326

BRADFORD E LANDON
LEHIGH COUNTY AUTHORITY
PO BOX 3348
ALLENTOWN PA 18106-0348

ARTICLES OF AMENDMENT

TO: SECRETARY OF THE COMMONWEALTH OF PENNSYLVANIA

In compliance with requirements of the Pennsylvania Municipality Authorities Act of 1945, approved May 2, 1945, P.L. 382, as amended and supplemented, and pursuant to a resolution duly adopted by the Board of Lehigh County Authority proposing an amendment to the Articles of Incorporation of the Authority, which proposed amendment has been submitted and adopted and approved by the Board of County Commissioners of the County of Lehigh, Pennsylvania (the governing authority of the municipality forming the Authority) by an ordinance duly adopted, the Authority does file these Articles of Amendment to its Articles of Incorporation and does certify:

1. The name of the Authority is LEHIGH COUNTY AUTHORITY and the registered office of the Authority presently is 1053 Spruce Road, Wescosville, Pennsylvania, with a mailing address of P.O. Box 3348, Allentown, Pennsylvania 18106-0348.

2. The Authority has been duly formed under the Pennsylvania Municipality Authorities Act of 1945, approved May 2, 1945, P.L. 382, as amended and supplemented, the Articles of Incorporation having been filed and approved by the Department of State of the Commonwealth of Pennsylvania on 21 September 1966, with Articles of Amendment filed and approved by the Department on 3 June 1970 and 22 April 1975.

3. A copy of the ordinance by the Board of Commissioners of the County of Lehigh, Pennsylvania, duly certified by the Chief Clerk of said Board of County Commissioners, adopting the amendment herein set forth, is attached hereto as Appendix I and thereby is made a part of these Articles of Amendment.

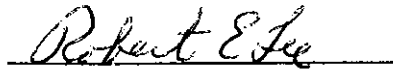
4. A copy of the resolution by the Board of the Lehigh County Authority, proposing the amendment herein set forth, is attached hereto as Appendix II and thereby is made a part of these Articles of Amendment.

5. The amendment proposed by the Board of the Authority and adopted and approved by the Lehigh County Board of Commissioners, is to amend the Articles of Incorporation of the Authority as follows:

"The Authority shall have a term of existence continuing through and until the date fifty years after the date of Pennsylvania Department of State approval of the Authority's third Articles of Amendment."


IN WITNESS WHEREOF, the Lehigh County Authority has caused these Articles of Amendment to be executed and verified by two of the Authority officers and its official seal to be affixed hereunto and attested by its Secretary or Assistant Secretary, all as of the 20th day of April 1999.

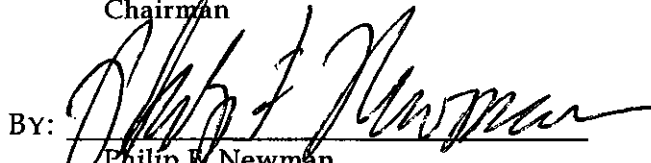
Attest:


Robert E. Lee
Secretary


William J. Klucsarits
Treasurer

LEHIGH COUNTY AUTHORITY

BY: 
Richard H. Bohner
Chairman

BY: 
Philip E. Newman
Vice Chairman

COMMONWEALTH OF PENNSYLVANIA

Department of State

TO ALL WHOM THESE PRESENTS SHALL COME, GREETING:

BE IT KNOWN THAT,

CERTIFICATE OF AMENDMENT

has been granted to;

LEHIGH COUNTY AUTHORITY

whereby, the names and terms of the members have changed under the authority of Act 22 of 2001, known as the Municipal Authority Act.

Filed this 2nd day
of May, 2014



A handwritten signature in cursive script, appearing to read "Carol Aichele".

Secretary of the Commonwealth

ARTICLES OF AMENDMENT

TO: SECRETARY OF THE COMMONWEALTH OF PENNSYLVANIA

In compliance with requirements of the Pennsylvania Municipality Authorities Act and pursuant to a resolution duly adopted by the Board of Lehigh County Authority proposing an amendment to the Articles of Incorporation of the Authority, which proposed amendment has been submitted and adopted and approved by the Board of County Commissioners of the County of Lehigh, Pennsylvania (the governing authority of the municipality forming the Authority) by an ordinance duly adopted, the Authority does file these Articles of Amendment to its Articles of Incorporation and does certify:

1. The name of the Authority is LEHIGH COUNTY AUTHORITY and the registered office of the Authority presently is 1053 Spruce Street, Wescosville, Pennsylvania, with a mailing address of P.O. Box 3348, Allentown, Pennsylvania 18106-0348.

2. The Authority has been duly formed under the Pennsylvania Municipality Authorities Act, the Articles of Incorporation having been filed and approved by the Pennsylvania Department of State on 21 September 1966, with Articles of Amendment filed and approved by the Department on 3 June 1970, 22 April 1975 and 9 June 1999.

3. A copy of the ordinance by the Board of Commissioners of the County of Lehigh, Pennsylvania, duly certified by the Chief Clerk of said Board of County Commissioners, adopting the amendment herein set forth, is attached hereto as Appendix I and thereby is made a part of these Articles of Amendment.

4. A copy of the resolution by the Board of the Lehigh County Authority, proposing the amendment herein set forth, is attached hereto as Appendix II and thereby is made a part of these Articles of Amendment.

5. The amendment proposed by the Board of the Authority and adopted and approved by the Lehigh County Board of Commissioners, is to amend the Articles of Incorporation of the Authority as follows:

"The Articles of Incorporation shall include an additional paragraph providing that the membership of the Board shall be reconfigured as follows:

1. The number of members shall be increased from seven (7) to nine (9) members.
2. To accommodate the intent of §5610(a)(1) of the Pennsylvania Municipality Authorities Act and provide for staggered terms:
 - a) one of the new appointees will initially have a three-year term, with appointment thereafter for a five-year term; and
 - b) the other new appointee shall have a five-year term from the beginning; and
 - c) the next time one of the three present members whose terms expire as of 31 December 2014, or a new

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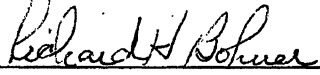


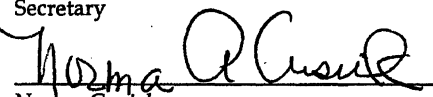
appointee for that term, shall be appointed for a one-time three-year term, after which the term for that position shall return to a five-year term.

3. Two board members shall be residents of the City of Allentown during such time as the Authority operates or owns the water and sewer systems servicing Allentown residents, with both of these first appointees to the two new positions being Allentown residents.
4. Not considering present board member residencies, after these initial appointments to the two new positions, there shall be no more than two board members who are residents of any one municipality."


IN WITNESS WHEREOF, the Lehigh County Authority has caused these Articles of Amendment to be executed and verified by two of the Authority officers and its official seal to be affixed hereunto and attested by its Secretary or Assistant Secretary, all as of the 24th day of March 2014.

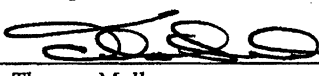
Attest:


Richard H Bohner
Secretary


Norma Cusick
Assistant Secretary

LEHIGH COUNTY AUTHORITY

By: 
Asa Hughes
Chairperson

By: 
Thomas Muller
Vice Chairperson

COMMONWEALTH OF PENNSYLVANIA

Department of State

TO ALL WHOM THESE PRESENTS SHALL COME, GREETING:

BE IT KNOWN THAT,

CERTIFICATE OF AMENDMENT

has been granted to;

LEHIGH COUNTY AUTHORITY

whereby, the Authority shall have a term of existence continuing through and until the date forty-three (43) years after the date of the approval of the Authority's fifth Articles of Amendment AND the Authority shall provide an annual report and offer to provide an annual public presentation to the Board of Commissioners, under the authority of Act 22 of 2001 known as the Municipality Authorities Act.

Filed this Ninth day
of September, 2019



Kathleen E. Borman

Acting Secretary of the Commonwealth



TML190910MC0251

ARTICLES OF AMENDMENT

TO: SECRETARY OF THE COMMONWEALTH OF PENNSYLVANIA

In compliance with requirements of the Pennsylvania Municipality Authorities Act and pursuant to a resolution duly adopted by the Board of Lehigh County Authority proposing an amendment to the Articles of Incorporation of the Authority, which proposed amendment has been submitted and adopted and approved by the Board of County Commissioners of the County of Lehigh, Pennsylvania (the governing authority of the municipality forming the Authority) by an ordinance duly adopted, the Authority does file these Articles of Amendment to its Articles of Incorporation and does certify:

1. The name of the Authority is LEHIGH COUNTY AUTHORITY and the registered office of the Authority presently is 1053 Spruce Road, Wescosville, Pennsylvania, with a mailing address of P.O. Box 3348, Allentown, Pennsylvania 18106-0348.

2. The Authority has been duly formed under the Pennsylvania Municipality Authorities Act, the Articles of Incorporation having been filed and approved by the Pennsylvania Department of State of on 21 September 1966, with Articles of Amendment filed and approved by the Department on 3 June 1970, 22 April 1975, 9 June 1999 and 2 May 2014.

3. A copy of the ordinance by the Board of Commissioners of the County of Lehigh, Pennsylvania, duly certified by the Chief Clerk of said Board of County Commissioners, adopting the amendment herein set forth, is attached hereto as Appendix I and thereby is made a part of these Articles of Amendment.

4. A copy of the resolution by the Board of the Lehigh County Authority, proposing the amendment herein set forth, is attached hereto as Appendix II and thereby is made a part of these Articles of Amendment.

5. The amendment proposed by the Board of the Authority and adopted and approved by the Lehigh County Board of Commissioners, is to amend the Articles of Incorporation of the Authority as follows:

"The Authority shall have a term of existence continuing through and until the date forty-three (43) years after the date of the Pennsylvania Department of State approval of the Authority's fifth Articles of Amendment."

and

"The Authority shall provide an annual report and offer to provide an annual public presentation to the Board of Commissioners to review organizational performance including financial performance, capital improvements, audit performance, and other information reasonably requested by the then-current Board of Commissioners. The Authority shall also provide a semi-annual report and offer to provide semi-annual public presentations to the Board of Commissioners to review environmental performance including sewer system overflows and plans to address any deficiencies, and other environmental information

PA DEPT. OF STATE

SEP 09 2019

reasonably requested by the then-current Board of Commissioners. The form and schedule of such presentations and reports by the Authority is to be determined by the then-current Board of Commissioners."

IN WITNESS WHEREOF, the Lehigh County Authority has caused these Articles of Amendment to be executed and verified by two Authority officers and its official seal to be affixed hereunto and attested by its Secretary or Assistant Secretary, all as of the 27TH day of AUGUST 2019.

Attest:

Richard H. Bohner
Name: Richard H. Bohner
Office: Secretary

Norma A. Cusick
Name: Norma A. Cusick
Office: Assistant Secretary

LEHIGH COUNTY AUTHORITY

By: Brian C. Nagle
Name: Brian C. Nagle
Office: Chair

By: Scott C. Bieber
Name: Scott C. Bieber
Office: Vice Chair

Lehigh County
Authority Seal

Effective Date: 26 August 2013

**BY-LAWS
OF
LEHIGH COUNTY AUTHORITY**

The use of the masculine pronoun herein connotes both the masculine and feminine gender, and is used solely for convenience.

ARTICLE I - THE BOARD

SECTION 1. NUMBER AND TERM OF OFFICE

The business and property of the Authority shall be controlled by the Board. The Board shall be composed of members who shall be appointed for such terms, and the vacancies therein filled, as provided by the law and the Articles of Incorporation of the Authority.

SECTION 2. PLACE OF MEETING

The Board may hold its meetings, have an office and keep the books of the Authority (except as may otherwise be provided by law) at such place or places in Lehigh County, Pennsylvania, as the Board may from time to time determine.

SECTION 3. REGULAR MEETINGS

Regular meetings of the Board shall be held each month in accordance with a schedule adopted by the Board at the beginning of each calendar year, which schedule may be modified, as necessary, and advertised as required by law.

SECTION 4. COMMITTEE MEETINGS

Standing committees established by the Board shall meet in accordance with a schedule established by the Board. *Ad hoc* committees of the Board shall meet as required to fulfill their purposes. Committee meetings shall be advertised, if necessary, as required by law.

SECTION 5. SPECIAL MEETINGS

Special meetings of the Board shall be held whenever called by the Chairman or by not less than three members of the Board. Calls for special meetings shall be in

writing, shall be served upon the Chief Executive Officer, as designees for the Secretary, and shall specify the purpose or purposes of the special meeting.

Notice shall be given of the time, place and purpose of each special meeting by telephone or delivery at least 24 hours before the meeting to each member of the Board, but such notice may be waived by any member. Notice shall also be publicized in accordance with statutory requirements.

This provisions shall not be the exclusive manner for calling special meetings, but this section is intended as a procedure for board members to institute the calling of a special meeting.

SECTION 6. QUORUM AND TRANSACTION OF BUSINESS

A majority of the Board then in office shall constitute a quorum for the transaction of business, but if at any meeting of the Board there shall be less than a quorum present, a majority of those present may adjourn the meeting from time to time until a quorum shall be present. All action of the Board may be taken by vote of the majority of the members present at any meeting except that the election of officers and agents of the Authority, the fixing of their compensation and the acquisition, purchase, leasing, sale, transfer, or disposition of any property, which transaction exceeds fifty thousand (\$50,000) dollars in value, must be by a majority of the entire Board then in office, and except further that the alteration, amendment or repeal of these By-Laws shall be as provided in Article V hereof. For purposes of quorum and transaction of business in this section, "present" shall include all or any member of the Board which can hear and participate in a meeting through a telephone conference call or other technology which allows participation from a location distant from the board meeting, which connection must be for the length of the entire meeting and must allow all persons present in the meeting room to hear any comments made by members participating by such technology.

Any member of the Board not present at a meeting at which action is taken by a majority of the members of the quorum, may register his affirmation or disaffirmance of the action so taken by filing a writing to that effect with the Secretary within ten (10) days of the date on which such action is taken. This, however, shall not alter the outcome of the action taken at the Board meeting.

The Chairman shall preside at and establish the rules of procedure for all Board meetings. In his absence the Vice Chairman shall preside. In the absence of the Chairman and Vice Chairman the Board shall select a Chairman pro tem.

SECTION 7. ORDER OF BUSINESS

The order of business at any regular meeting shall be as follows:

- A. Reading of the minutes
- B. Public comments
- C. Reports of committees
- D. Comments by the solicitor and staff
- E. Miscellaneous business

SECTION 8. POWER AND DUTIES OF THE BOARD

The members of the Board shall have the general control of the business and affairs of the Authority and shall exercise all powers that may be exercised or performed by the Authority under the existing laws, the Articles of Incorporation and the By-Laws. Without prejudice to the general powers conferred by or duties imposed by these By-Laws, the Board shall have the following powers and duties, namely:

- A. Appointment of Agents - To appoint and at its discretion remove or retain such officers, agents, or as chief executive of the Authority staff, the Chief Executive Officer, as it shall deem fit and proper, and to prescribe their duties and determine their compensations, and to confer by resolution or otherwise, upon the Chief Executive Officer of the Authority the power to choose, remove or suspend any agents.
- B. Execution of Instruments - To determine who shall be authorized on behalf of the Authority to sign bills, notes, receipt, acceptances, endorsements, checks, releases, contracts, and other documents.
- C. Delegation of Powers - to delegate powers or duties of the Board or its officers in the current business of the Authority to any officer, agent or employee, or to appoint any person or persons to be the agent or agents of the Authority, with such powers (including the power to sub-delegate) and upon such terms as the Board shall see fit.
- D. Committees - To delegate duties from time to time to suitable committees which shall report to the Board when and as required.
- E. Election of Officers - To elect a Chairman, a Vice Chairman, a Secretary, an Assistant Secretary, a Treasurer and an Assistant Treasurer, and to define their duties and limit the authority of all officers of this Authority in any way they deem advisable, not contrary to the laws of the Commonwealth of Pennsylvania or the express provisions of the Articles of Incorporation or these By-Laws.
- F. Designation of Depositories - The Board may and shall designate the financial institutions in which shall be deposited the monies or investments of the Authority.

- G. Budget - The Board shall annually at a regular or special meeting establish a budget by December 31st for the following calendar year. There shall be no expenditures by the Authority without an approved budget.
- H. Rules and Regulations - The Board may, from time to time, by resolution adopt such rules and regulations for the use of the facilities of the Authority, as the Board may deem proper.

SECTION 9. RESIGNATIONS OF BOARD MEMBERS

Any member of the Board may resign at any time. Such resignation shall be made in writing and shall take effect at the time specified therein. If no time is specified, the resignation shall take effect from the day of its receipt. The acceptance of a resignation shall not be necessary to make it effective. The County shall be promptly notified of the resignation of any member of the Board.

ARTICLE II - OFFICERS

SECTION 1. OFFICERS

The officers of the Authority shall be a Chairman, a Vice Chairman, a Secretary, an Assistant Secretary, a Treasurer and an Assistant Treasurer, and such officers as shall from time to time be provided for by the Board. Such officers shall be elected at the meeting of the Board held in February of each year, and shall hold office for one year from the first day of March next succeeding, until their respective successors shall have been duly elected and qualified; provided, however, that all officers of the Authority shall be subject to removal at any time by affirmative vote of a majority of the whole Board. Additionally, any officer may resign a specific office upon notification to the secretary or by resigning as a Board member pursuant to Article I, Section 9; at which time the Board may elect a new member to such office. The administrative duties of any officer may be delegated to an agent or employee of the Authority. All officers shall serve without compensation.

SECTION 2. POWERS AND DUTIES OF THE CHAIRMAN

The Chairman shall be the chief officer of the Authority. He shall preside at all meetings of the Board. He shall sign and execute all authorized bonds, contracts, notes, evidences of indebtedness or other obligations in the name of the Authority. He shall establish all *ad hoc* Board committees and appoint the chairman of the committee and its members, as well as serve as an *ex officio* member of all such committees. He shall do and perform such other duties as may from time to time be assigned to him by the Board.

SECTION 3. POWERS AND DUTIES OF THE VICE CHAIRMAN

The Vice Chairman shall possess the power and perform the duties of the Chairman in his absence or disability. He shall do and perform such other duties as may from time to time be assigned to him by the Board.

SECTION 4. POWERS AND DUTIES OF THE SECRETARY

The Secretary has responsibility for and therefore shall have the oversight of the keeping of the minutes of all meetings of the Board, as well as the giving and serving of all notices of the Authority. Additionally, he shall attest to the signature of the Chairman, in the name of the Authority, on all contracts, bonds, notes, evidences of indebtedness or other obligations authorized by the Board, and when appropriate, he shall affix the seal of the Authority thereto. The Secretary shall in general perform all of the duties incident to the office, subject to the control of the Board, and shall do and perform such other duties as may from time to time be assigned to him by the Board.

SECTION 5. POWERS AND DUTIES OF THE TREASURER

The Treasurer shall perform all acts incident to the position of Treasurer, subject to the control of the Board. He shall be the liaison for the Board on all financial matters of the Authority and serve as chairman of any audit committee the Board may establish. Additionally, the Treasurer shall sign all interest bearing coupons attached to authorized bonds of the Authority by facsimile signature. Considering his financial responsibilities, unless such duties related to care and custody of funds are delegated to an employee, he shall give a bond with sufficient corporate surety in such amount as may be determined by the Authority, the costs of which shall be paid by the Authority, conditioned for the faithful performance of his duties as such Treasurer.

SECTION 6. POWERS AND DUTIES OF THE ASSISTANT SECRETARY.

The Assistant Secretary shall possess the power and may perform the duties of the Secretary in case of his absence or disability. He shall do and perform such other duties as may from time to time be assigned to him by the Board.

SECTION 7. POWERS AND DUTIES OF THE ASSISTANT TREASURER

The Assistant Treasurer shall possess the power and may perform the duties of the Treasurer in case of his absence or disability. He shall do and perform such other duties as may from time to time be assigned to him by the Board. Considering his potential financial responsibilities, unless such duties related to care and custody of funds are delegated to an employee, he shall give a bond with sufficient corporate surety in such amount as may be determined by the Authority, the costs of which shall be paid by the Authority, conditioned for the faithful performance of his duties as such Assistant Treasurer.

ARTICLE III - CHECKS, NOTES, ETC.

SECTION 1. METHODS OF PAYING, ENDORSING, AUTHORIZING, ETC.

Payments shall be made by drafts, checks or other orders signed by any two members of the Board or members of the staff which the Board shall from time to time designate by resolution, excepting payroll payments to employees of the Authority which shall be executed as set forth in Section 2 of this Article. Bills receivable, drafts and other evidences of indebtedness to the Authority shall be endorsed for the purpose of discount or collection by those staff members or other officers of the Authority as the Board shall from time to time designate. No bonds or notes shall be executed by or on behalf of this Authority unless the Board by resolution authorizes the same.

SECTION 2. PAYMENT FOR WAGES

Payroll payments to all employees of the Authority shall be made by drafts, checks or other orders which shall be signed by those members of the Authority staff which the Board shall from time to time, by resolution, designate.

ARTICLE IV - INDEMNIFICATION

SECTION 1. INDEMNIFICATION

To the extent that any insurance then in effect may not be applicable and to the extent permitted by law, each person now or heretofore or hereafter a member of the Board, officer or employee of the Authority, whether or not then in office or employed, shall be indemnified and reimbursed by the Authority against the costs (including but without being limited to, court costs and the amount of any judgment or penalty) and expenses (including, but without being limited to, counsel fees) reasonably paid or incurred by or imposed upon him in connection with any civil or criminal action, suit or proceeding instituted or threatened, to which he may be made a party or prospective party by reason of his being or having been a member of the Board, officer or employee of the Authority, or by reason of any act or thing alleged to have been omitted or committed by him, either alone or with others as a member of the Board or committee thereof, as an officer of or as an employee of the Authority.

Provided, however, that no such member, officer or employee shall be indemnified against or reimbursed for costs or expenses paid or incurred by or imposed upon him in relation to matters as to which he shall have been finally adjudged or pleaded guilty or been held liable in any criminal or civil proceeding where he conducted himself in a manner other than as a reasonable and prudent

person under the same circumstances would have acted, or it was determined in a legal action that he breached his duty to the Authority ("Noncovered Actions") and by reason thereof a final judgment, penalty, decree or order shall have been entered against him, either alone or with others, for the payment of any fine, penalty or damages. And further, the Authority shall be reimbursed by such member, officer or employee for any costs or expenses, as specified above, incurred by it on behalf of such person for a Noncovered Action.

The right to indemnification and reimbursement hereby granted a Board member, officer or employee shall apply also to settlements of any such civil or criminal action, suit or proceeding instituted or threatened; provided, however, that if such action, suit or proceeding against a Board member, officer or employee shall be settled or otherwise terminated without a final determination thereof, the Authority shall not indemnify or reimburse the Board member, officer or employee with respect thereto unless a majority of the Board of the Authority (after excluding all members disqualified to vote because of a potential conflict-of-interest) shall have determined (either before or after its consummation) that said Board member, officer or employee did not act negligently or in bad faith in settlement of such action, suit or proceeding.

The right to indemnification and reimbursement hereby granted shall also extend to any staff member employed or acting on behalf of the Authority in the capacity of providing professional services, including, but not limited to, engineering and legal services by such staff member. The right to indemnification provided hereunder shall not be deemed exclusive of any other right to which any person may be entitled.

Advances may be made by the Authority against cost, expenses and fees arising out of, or in connection with, litigation at the discretion of, and upon such terms (but always subject to the final determination of a person's right to indemnification) as may be determined by the Board.

In any case in which liability or any such act or omissions of a Board member, officer or employee is imposed or sought to be imposed upon the estate of the Board member, officer or employee, the right to indemnification and reimbursement herein shall be extended to such estate, its administrators, heirs and successors.

ARTICLE V - AMENDMENT OF BY-LAWS

SECTION 1. METHODS OF ALTERATION, AMENDMENT OR REPEAL OF BY-LAWS

The By-Laws of the Authority shall be subject to alteration, amendment or repeal by a majority vote of the whole Board in office at any properly-advertised meeting of the Board, provided that notice of such proposed alteration, amendment or repeal shall have been given in writing to each member at least seven (7) days prior to the meeting at which action thereon is to be taken, or without any such notice by unanimous vote at any properly-advertised meeting of the Board when all of the members are present.

ARTICLE VI - MISCELLANEOUS

SECTION 1. CORPORATE SEAL

The corporate seal of the Authority shall consist of two concentric circles between which the name of the Authority and the word "Pennsylvania" shall be inscribed and within the smaller circle the words "Incorporated 1966" shall be inscribed.

SECTION 2. RATES AND CHARGES

The Board may fix, alter, charge, and collect reasonable rental and other charges for the use of the facilities of, or for the services rendered by the Authority or projects thereof, for the purpose of providing for payment of the expenses of the Authority, the construction, improvement, repair, maintenance, and operation of its facilities and properties, the payment of the principal of and interest on its obligations, and to fulfill the terms and provisions of any agreements made with the purchasers or holders of any such obligations, as the Board may from time to time determine.

SECTION 3. ANNUAL EXAMINATION OF RECORDS

The financial records of the Authority shall be kept on a calendar year basis. The financial records, books, and accounts of the Authority shall be examined annually by a certified public accountant, who shall be designated by the Board, in compliance with statutory requirements.

SECTION 4. SOLICITOR

The Authority's Solicitor shall be the chief consultant of the Authority in all legal matters and shall have general control of the matters of legal import concerning the Authority; therefore, his primary attorney-client relationship is with the Authority as a Board and organization ahead of any professional relationship with individual Board members or staff. In matters not involving his professional analysis and opinion, he shall be supervised by the Chief Executive Officer.

LCA BOARD MEMBER NORMS

The following norms are provided as a guide to LCA Board Members (Members):

1. Respect

In all aspects of their duties, Members shall treat customers, the general public, vendors, consultants, employees and other Members with respect. Respectful treatment shall include:

- a. Avoiding derogatory comments about others, regardless of the other party's presence / absence at an LCA meeting;
- b. Presenting comment or criticism in a constructive manner;
- c. Recognizing that contrary points of view have merit; and
- d. Supporting Board or staff decision in the face of a contrary point of view, stating one's difference of opinion in a respectful manner and avoiding the use of public platforms to express such contrary opinions.

2. Public Participation in Authority Meetings

Subject to other relevant provisions of the Norms:

- a. Prior to addressing Action or Discussion Items at an official meeting of the Authority Board, members of the public shall be offered the opportunity to make comments or ask questions on any subject matter related to the Authority that is not listed as an agenda item for that meeting. Such person shall be requested to first provide name and address and briefly state the matter to be addressed.
- b. Each person shall be allowed five uninterrupted minutes to make comments/ask questions. At the Chair's sole discretion, the Chair may grant additional time for additional comments and questions.
- c. At the end of the comments/questions, the Chair will thank the person for the comments/questions. The Chair may allow Board or staff member questions to clarify the matter, request that Board or staff members respond to the matter, defer the matter for consideration at a future Authority meeting, or determine to take no further action on the matter. If a member of the public provides information that is factually incorrect, the Chair will allow clarification of facts to be provided by Board or staff so that the public record includes such clarifications.

If the matter is deferred for consideration at a future meeting, the public member shall be notified via mail or email at least one week prior to the date of the meeting when the matter will be considered. The time for Board and/or staff questions or response shall not exceed three minutes, or extended at the Chair's discretion, after which the matter shall be closed for that meeting.

- d. Members of the public shall be afforded the opportunity to comment/ask questions on any Action or Discussion agenda item following presentation of the item and preceding any Board discussion and action. Each member of the public shall be allowed five minutes for comments/questions.
- e. The meeting minutes will reflect the nature of any public comments/questions, but will not include a verbatim transcript as any handouts provided.
- f. The posted (website and other locations) Authority meeting agenda will include the following public participation summary at the bottom of each agenda:

Public Comments / Questions:

- Members of public are required to register with the Board Secretary to indicate your interest in presenting a comment or question today.
- Each presenter will be offered five minutes to present a comment or questions.
- If your comment or question is related to a specific agenda item, such comments may be made when the Board addresses that agenda item.

3. *Board Meetings*

Recognizing that Board meetings provide the primary opportunity for Members to participate in the affairs of the Authority, the following shall guide meeting conduct:

- a. Attending all meetings where personal or business obligations do not preclude participation (please notify the CEO's Administrative Assistant if you are unable to attend);
- b. When attending a meeting by phone or other technology that allows participation at a location distant from the Board meeting, all members shall acknowledge they can hear all other members present and can be heard by all members present, via roll call, and the Board member must be present on the phone during the full duration of the meeting. In cases where these conditions cannot be met, the Board member may stay on the phone to listen but may not participate in any official action requiring a vote and will not be counted as a member present to establish a quorum;

- b. Avoiding disruptions to the meeting and its deliberations, including cell phone calls. Cell phones and pagers should be turned off or in the silent mode. If necessary, cell phone calls should only be taken outside of the Board meeting room. LCA's receptionist is available to provide assistance to Members if emergency contact or business contact needs to be provided during a Board meeting;
- c. Avoid having sidebar discussions or comments while another party is speaking;
- d. Requesting recognition of the Chair before speaking;
- e. Reviewing materials distributed prior to the meeting to minimize unnecessary review of background information;
- f. If a decision is reached other than by a formal motion and vote, such decision or consensus shall be subject to acknowledgement by each Member;
- g. Members should strive to achieve balanced participation and input on discussion items;
- h. In the absence of new information, avoiding raising issues previously discussed or decided;
- i. Unless amended by the Chair or a majority of the Board, the meeting agenda shall be restricted to those items listed thereon for action, review or discussion, and
- j. If a Member requests, other than at an official meeting, discussion of an item at an upcoming meeting, the requesting Member shall make such a request to the Chair and the Chief Executive Officer via phone, fax or email. The request shall include the focus of the matter to facilitate preparation for discussion and notice to other Members. While all such requests shall be addressed by the Board, the Chair shall decide the timing of such discussions, whether to add the item to the Agenda for the next regularly scheduled meeting or a future meeting.

4. Discussion and Decision-making

- a. Each Member shall be allowed to express comments on an issue before the Board. The Chair may set a reasonable time limit for a Member for a given topic, unless extended by a majority of the Board;

- b. Effort should be made to reach a consensus on matters for decision; in the absence of consensus, decisions will be by majority vote;
- c. Minority comments and contrary opinions are important and should be heard and fully explored. Minority comments, unless abandoned in the discussion, shall be reflected in the meeting minutes; and
- d. Members will respect confidentiality appropriate to issues of a sensitive nature discussed in executive sessions.

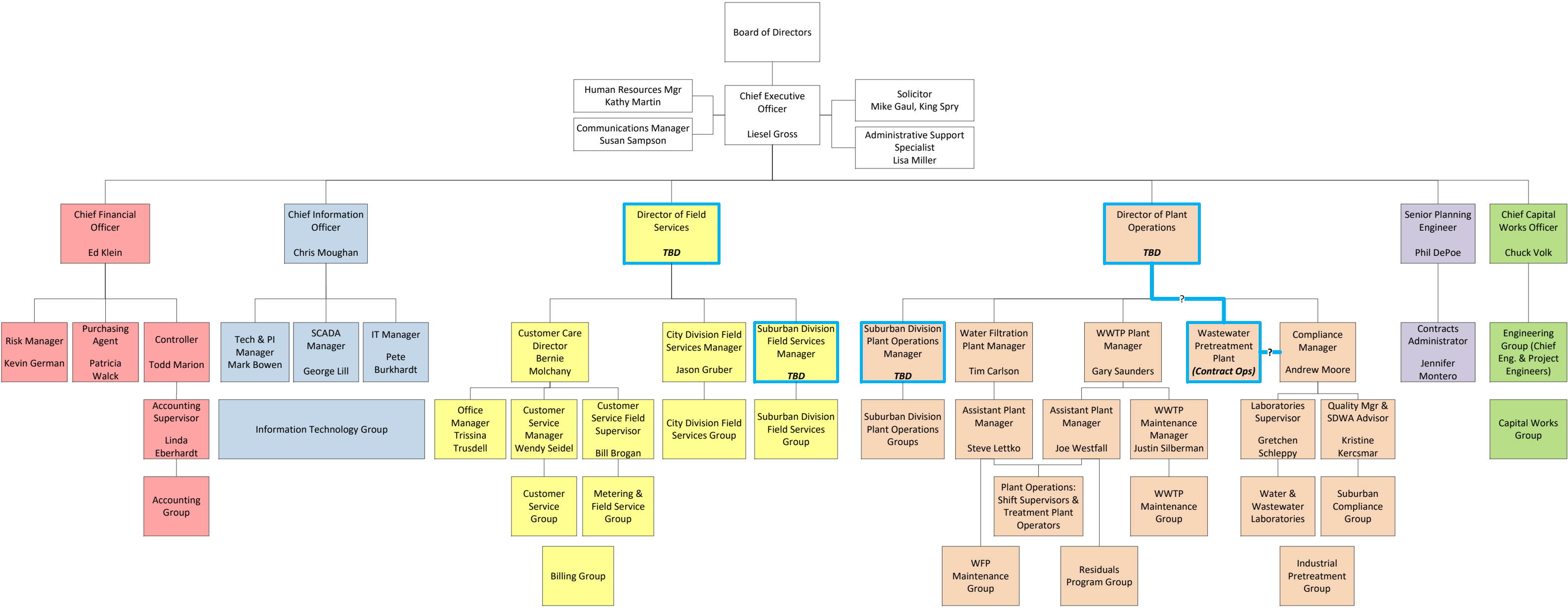
5. *Staff Contact*

In the event a Member needs information from staff, the initial contact regarding such matters shall be to the Chief Executive Officer.

6. *Public Statements*

In the event a Member makes statements about the Authority or its affairs and such statements differ from an Authority determination or address a matter on which the Authority has made no determination, such Member shall identify that those statement reflect the individual Member's perspective and not that of the Authority.

Lehigh County Authority – Organization Structure – January 2022



DRAFT STRATEGIC
FRAMEWORK

VISION

To be a trusted and engaged community partner, advancing the vitality of our region through exceptional water and wastewater services.

MISSION

To protect public health and the environment by providing high-quality, safe, and reliable water and wastewater services.

VALUES

- Service
- Engagement
- Dedication
- Positivity
- Excellence



PRIORITIES



Operational Excellence

To proactively ensure safe and reliable service delivery, regulatory compliance, and resilient operations through streamlined processes, best practices, and data-driven decision-making



Financial Stewardship

To cost-effectively serve our community, now and in the future, by managing funds effectively and responsibly to support debt commitments, operational needs, and asset management



Regional Collaboration and Leadership

To help our region to thrive by growing community confidence in LCA, advancing collaborative efforts, and demonstrating operational excellence



System Capacity and Reliability

To dependably meet current and future community needs and achieve optimal levels of service by effectively managing assets and implementing projects to ensure sufficient system capacity



Customer Engagement and Support

To create an exceptional customer experience and build trust and understanding of LCA's essential services



Employee Engagement and Safety

To build a safe, cohesive, and engaging workplace in which employees feel personally connected to their work, each other, and LCA's commitment to excellence

STRATEGIES

1. Establish and implement plans to meet or exceed all regulatory requirements
2. Participate in the legislative and regulatory review process to prepare for new regulations and ensure LCA's interests are considered.
3. Develop strategies to enhance organizational resiliency, especially in the areas of cyber security, emergency preparedness, system redundancy, and climate change.
4. Leverage technology, industry best practices, and continuous improvement initiatives to ensure efficient and effective operations and internal practices.

5. Sustainably support LCA's water and wastewater systems through responsible financial management.
6. Develop decision-making criteria for supporting growth opportunities.
7. Establish rates that balance affordability with achieving required revenue targets that support the financial needs of LCA.

8. Collaborate with municipalities, stakeholders, and community groups to increase our understanding of the region's goals and strengthen the role LCA plays in supporting them.
9. Advance LCA's position in the region as the leading resource on water- and wastewater-related issues.
10. Support environmental sustainability and water equity initiatives through partnerships, education, and policy.

11. Increase our systems' capacity to address economic development needs in our region.
12. Define and establish plans to meet LCA's targeted levels of service.
13. Standardize and implement a comprehensive asset management program to ensure infrastructure reliability, guide investment, and support data-driven decision-making.

14. Enhance customer engagement and experience through process improvements and adoption of new technology.
15. Improve our responsiveness to customers' needs.
16. Grow customer awareness and support for LCA's goals and direction.

17. Ensure a safe working environment for all employees.
18. Standardize and enhance our approaches to succession planning, knowledge management, and performance management.
19. Expand opportunities for employee and leadership development, technical training, and certification.
20. Openly explore the diversity, equity, and inclusion issues that are important to LCA and our employees.
21. Engage employees in LCA's work through collaboration, communication, and cooperation.