

## **REGULAR MEETING MINUTES**

### **April 10, 2023**

The Regular Meeting of the Lehigh County Authority Board of Directors was called to order at 12:00 p.m. on Monday, April 10, 2023, Chairman Brian Nagle presiding. The meeting was hybrid via in-person and video and audio advanced communication technology (“ACT”), using the Zoom internet application, including telephone option. 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 in-person or via ACT, using the Zoom internet application, including telephone option. A Roll Call of Board members present was taken. Brian Nagle, Amir Famili, Linda Rosenfeld, Norma Cusick, Kevin Baker, Jeff Morgan, Sean Ziller, and Marc Grammes were present for Roll Call, and remained for the duration of the meeting.

Solicitor Michael Gaul of KingSpry was present along with Authority Staff, Liesel Gross, Ed Klein, Andrew Moore, Chris Moughan, Phil DePoe, Chuck Volk, Susan Sampson, Albert Capuzzi, Jason Peters and Lisa Miller.

Chairman Nagle announced that the Board received their electronic and hard copies of the Board packet in advance and asked if anyone did not receive their copy of the packet. A copy of the packet is also available online.

#### **REVIEW OF AGENDA**

Liesel Gross announced that there are no changes or additions to the agenda, but there is a correction to one item on the agenda. An Executive Session is planned for after the regular meeting to discuss a personnel matter.

#### **APPROVAL OF MINUTES**

##### **March 27, 2023 Meeting Minutes**

On a motion by Linda Rosenfeld, seconded Norma Cusick, the Board approved the minutes of the March 27, 2023, Board meeting as written (7-0). Brian Nagle abstained.

#### **PUBLIC COMMENTS**

None.

Ted Lyons entered the meeting at 12:03 p.m.

##### **LCA Strategic Plan – 2023 Quarterly Progress Reporting**

Liesel Gross reviewed the 2022-2027 Strategic Plan quarterly progress report, highlighting key achievements in the areas of Asset Management, Process Improvement, Employee Engagement & Safety, Operational Excellence, and Water & Wastewater Capacity, as described in more detail in the report.

Ms. Gross reviewed the dashboard of key performance indicators (KPIs), noting that the number of year-to-date recordable injuries in the Safety section of the dashboard was incorrect as originally published. The Authority sustained two recordable injuries in 2023 thus far. An updated copy of the KPI dashboard was distributed to Board members in attendance and will be posted on the Authority’s website.

Chairman Nagle inquired about the vacancies listed on the KPI dashboard, and Ms. Gross reviewed the Authority’s current recruiting strategies and challenges. Sean Ziller asked about the anticipated

start for the work items in the report that were reported as “not started.” Ms. Gross reported on timing and prioritization of those items, which may also be delayed further depending on staff availability. There was some Board discussion about the Authority’s Remote Workplace Policy, which was formalized recently following nearly three years of more informal remote work arrangements due to the COVID-19 pandemic.

### **Suburban Division – Water Main Replacement Program – Cycles 7 & 8**

Jason Peters described the project that includes approximately 2.5 miles of water main replacement over a two-year period. While the Authority typically targets 1 mile of water main replacement per year in the Suburban Division, the additional half-mile of water main requested is necessary to allow the replacements to be constructed from roadway intersection to intersection, This will allow future replacements to be more easily constructed and minimize interruptions in service to customers. Mr. Peters explained the authorization requested, which is for design and bid phases of the work, using Gannett Fleming to complete the work after many years of successful projects.

Ted Lyons asked for a rough estimate of the cost per mile. Mr. Peters said the current estimate is \$2.2 million per mile, and he described various opportunities to reduce costs via interagency collaboration. There was some Board discussion regarding water leakage and the use of plastic pipes in certain developments.

On a motion by Linda Rosenfeld, seconded by Sean Ziller, the Board approved the Capital Project Authorization for the Design and Bid phase of Cycle 7 & 8 in the amount of \$283,000.00 which includes the Professional Services Authorization to Gannett Fleming, Inc. in the amount of \$208,000.00 (9-0)

### **MONTHLY PROJECT UPDATES / INFORMATION ITEMS**

Liesel Gross provided highlights of the April 2023 report, noting items that would be addressed at the next meeting in April. Ms. Gross also noted that projects listed as being in “project closeout” phase in the report will be removed from the next month’s report.

### **STAFF COMMENTS**

None.

### **SOLICITOR’S COMMENTS**

None.

### **PUBLIC COMMENTS / OTHER COMMENTS**

None.

### **BOARD MEMBER COMMENTS**

Ted Lyons commented about the name plates and why they are no longer being used. Liesel Gross explained that they were not used during the COVID-19 pandemic when most meetings were held virtually. The name plates can be reimplemented for in-person meetings.

Chairman Nagle announced that he would be contacting Board members individually to discuss establishing various committees over the next month.

**EXECUTIVE SESSION**

Chairman Nagle announced an Executive Session would be held following the close of the meeting to discuss matters of personnel.

**ADJOURNMENT**

There being no further business, the Chairman adjourned the meeting at 12:35 p.m.

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Linda Rosenfeld  
Secretary