

**REGULAR MEETING MINUTES**  
**March 11, 2024**

The Regular Meeting of the Lehigh County Authority Board of Directors was called to order at 12:16 p.m. on Monday, March 11, 2024, 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, Ted Lyons, Jeff Morgan, Norma Cusick, Kevin Baker, Linda Rosenfeld, and Sean Ziller were present for Roll Call, and remained for the duration of the meeting.

Attorney Kevin Reid, the Authority's Solicitor, was present along with Authority Staff, Liesel Gross, Ed Klein, Chris Moughan, Andrew Moore, AJ Capuzzi, Phil DePoe, Chuck Volk, Susan Sampson, and Lisa Miller.

Chairman Nagle announced that there was an Executive Session prior to the start of the regular meeting to discuss potential litigation.

Chairman Nagle announced that the Board received their electronic and hard copies of the Board packet in advance. He then 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 corrections to the agenda and no additional Executive Session is planned.

**APPROVAL OF MINUTES**

**February 12, 2024 Meeting Minutes**

On a motion by Sean Ziller, seconded by Norma Cusick, the Board approved the minutes from the February 26, 2024 meeting as presented (6-0). Amir Famili and Ted Lyons abstained.

**PUBLIC COMMENTS**

None.

**Authorization for Additional Legal Action Regarding PFAS Litigation**

On a motion by Linda Rosenfeld, seconded by Norma Cusick, the Board authorized Grant and Eisenhofer, as special counsel to the Authority, to negotiate a settlement covering unreleased claims with 3M. Contingent upon an acceptable settlement covering unreleased claims being reached, the Authority's Chief Executive Officer and/or Chief Financial Officer are authorized, empowered and directed, following conferring with and receiving agreement from the Authority Solicitor, to take whatever action or steps are deemed necessary by Special Counsel to effectuate any such agreement (7-1).

A roll call vote was taken with the following votes cast:

Brian Nagle – yes  
Amir Famili – yes  
Ted Lyons – yes

Jeff Morgan – yes  
Norma Cusick – yes  
Kevin Baker – yes  
Linda Rosenfeld – yes  
Sean Ziller – no

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

Liesel Gross provided a 2023 year-end update on strategic initiatives, noting that the report includes updates to 24 specific activities and milestones. She noted two areas within the Employee Engagement initiative that have not been started yet due to employee turnover in the Authority's human resources department and the associated need to shift some of those priorities. All other planned activities have been completed or are ongoing in-progress work.

Due to the growing workload and complexity of some of the Authority's projects, Ms. Gross recommended that reporting on the 2024 strategic initiatives be simplified to focus on seven key goals: KISS Act 537 Plan, Munis Implementation, Lead Program, Asset Management, Employee Safety, Employee Engagement, and Staffing & Building Plan.

The Board suggested that progress reporting on the strategic plan could be conducted semi-annually or annually, and focus quarterly reports only on those areas that require deeper discussion. Liesel Gross agreed and indicated that the nature of the seven key strategic initiatives for 2024 will require regular Board discussion anyway, so less frequent formal reporting is appropriate.

### **Kline's Island WWTP: Master Plan**

Amy Rohrbach provided an overview of the project, which is required by the Allentown Water & Sewer Lease, to perform a comprehensive planning study every five years at the Kline's Island Wastewater Treatment Plant (KIWWTP). The Master Plan will address short-term, mid-term, and long-term capital improvement requirements. Ms. Rohrbach recommended awarding the project to Black & Veatch after describing the selection process and noting that their proposal included a solid team and a well-defined approach.

Amir Famili asked how this project coincides with the Pretreatment Plant Master Plan and the Act 537 Plan. Liesel Gross explained that the Act 537 Plan is being developed to include projects outlined in the 2019 Master Plan. If those projects are modified through this updated Master Plan effort, those modifications can be included in the Act 537 Plan.

On a motion by Linda Rosenfeld, seconded by Norma Cusick, the Board approved the Capital Project Authorization for the KIWWTP Master Plan Development in the amount of \$314,602.00 which includes the Professional Services Authorization to Black & Veatch in the amount of \$279,602.00 (8-0).

### **Kline's Island WWTP: Primary Sludge System Upgrades**

Amy Rohrbach provided background of the project from the 2019 Master Plan for sludge thickening and digester improvements. This project will improve pumping capabilities and reduce the need for frequent and labor-intensive maintenance of the current sludge lines. Key components of the project include replacing and repairing pipes, installing parallel glass-lined ductile iron sludge force mains, and installing flow meters. The project is highly complex requiring significant pipe installation in paved areas and other areas including complex underground structures. The City of Allentown has reviewed the project and approved it as a Major Capital Improvement.

On a motion by Sean Ziller, seconded by Norma Cusick, the Board approved the Capital Project Authorization for the Detailed Design & Bidding Phase in the amount of \$173,800.00 which includes the Professional Services Authorization to D'Huy Engineering Inc. in the amount of \$153,800.00 (8-0).

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

Liesel Gross highlighted items for the next meeting in March. An additional project related to the Sand Spring WWTP will be added to the March 25 agenda as well, which was missing from the report. She also provided a brief explanation of the status of the Kline's Island Sewer System Act 537 Plan financial evaluation process, as reported in Part 2 of the report.

### **STAFF COMMENTS**

None.

### **SOLICITOR'S COMMENTS**

None.

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

None.

### **BOARD MEMBER COMMENTS**

None.

### **EXECUTIVE SESSION**

None.

### **ADJOURNMENT**

There being no further business, the Chairman adjourned the meeting at 12:52 p.m.

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Jeffrey J. Morgan  
Secretary