



**LCA Main Office:**  
1053 Spruce Road  
Wescosville, PA 18106  
610-398-2503

**Agendas & Minutes Posted:**  
[www.lehighcountyauthority.org](http://www.lehighcountyauthority.org)

## LEHIGH COUNTY AUTHORITY

Published: July 7, 2025

### BOARD MEETING AGENDA – July 14, 2025 – 12:00 p.m.

**In-Person or Virtual Meeting Attendance Options Available:** Meetings of the LCA Board of Directors will be held at LCA's Main Office as well as online using the Zoom Meetings application, which includes a telephone option. Public participation is welcomed both in-person or virtually. Instructions for joining the meeting online or by phone are posted on the LCA website in the morning on the day of the meeting, prior to the start of each meeting. You may also issue comment to LCA via email to [LCABoard@lehighcountyauthority.org](mailto:LCABoard@lehighcountyauthority.org) in advance of any meeting or view the meeting at a later time by visiting the LCA website. Please visit <https://www.lehighcountyauthority.org/about/lca-board-meeting-videos/> for specific instructions to join the meeting if you are attending virtually. If attending in-person at LCA's Main Office, please follow all safety and sanitation protocols posted.

#### 1. Call to Order

- **NOTICE OF MEETING RECORDINGS**

Meetings of Lehigh County Authority's Board of Directors that are held at LCA's Main Office at 1053 Spruce Road, Wescosville, PA, may be recorded for viewing online at [lehighcountauthority.org](http://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 the 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. Approval of Minutes

- *June 23, 2025 Board Meeting minutes*

#### 4. Public Comments

#### 5. Action / Discussion Items:

##### **FINANCE AND ADMINISTRATION**

- *LCA Strategic Plan – Progress Reporting (Information) (white) (digital Board packet, pages 6-9)*

##### **WATER**

- *Buss Acres Water System Interconnection & PFAS Remediation (Approval) (blue) (digital Board packet, pages 10-13)*

##### **WASTEWATER**

#### 6. Monthly Project Updates / Information Items (1<sup>st</sup> Board meeting per month) (digital Board packet, pages 14-21) – **July 2025 report attached**

#### 7. Monthly Financial Review (2<sup>nd</sup> Board meeting per month)

#### 8. Monthly System Operations Overview (2<sup>nd</sup> Board meeting per month)

#### 9. Staff Comments

10. Solicitor's Comments
11. Public Comments / Other Comments
12. Board Member Comments
13. Executive Sessions
14. Adjournment

UPCOMING BOARD MEETINGS		
July 28, 2025	August 11, 2025	August 25, 2025

#### 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.

## **REGULAR MEETING MINUTES**

### **June 23, 2025**

The Regular Meeting of the Lehigh County Authority Board of Directors was called to order at 12:00 p.m. on Monday, June 23, 2025, Chairman Amir Famili 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. Amir Famili, Jeff Morgan, Ted Lyons, Linda Rosenfeld, Norma Cusick, Sean Ziller, and Peter Dent 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, Charles Volk, Phil DePoe and Lisa Miller.

Chairman Famili announced that the Board received their electronic and hard copies of the Board packet in advance. A copy of the packet is also available online.

#### **REVIEW OF AGENDA**

Liesel Gross stated there are no changes or additions to the agenda. She noted that the Chairman has called for an Executive Committee meeting following the close of the regular meeting.

#### **APPROVAL OF MINUTES**

##### **June 9, 2025 Meeting Minutes**

On a motion by Sean Ziller, seconded by Linda Rosenfeld, the Board approved the minutes from the June 9, 2025 meeting as presented (7-0).

#### **PUBLIC COMMENTS**

None.

##### **2024 Audit & Financial Statements**

Nate Swartz from Zelenkofske Axelrod LLC was present to give an overview of the financial statements and auditor's report for the years ending 2023 and 2024. Mr. Swartz thanked Ed Klein and his staff for providing the information for the audit in a timely manner. He also noted that the statements from the Pennsylvania Municipal Retirement System (PMRS) were provided in a timely manner this year. Mr. Swartz said the Authority was given an unmodified, or clean, opinion on the Authority's basic financial statements, which is the highest level of assurance provided. He also noted there were no control issues, material weaknesses, or adjustments, no significant or unusual transactions noted, and no disagreements with management that needed to be brought before the Board. The audit complied with all legal and ethical requirements regarding independence during the engagement of the audit.

Ted Lyons asked Mr. Swartz to define OPEB. Mr. Swartz explained that the Authority provides post-retirement benefits in the form of health care and previously set up a trust to address the liability for post-retirement benefits for the Suburban Division. He noted that the fund is performing well and is well funded.

Ed Klein stated that with the implementation of Munis, it will streamline the reporting process and speed up the process of the audit.

On a motion by Linda Rosenfeld, seconded by Norma Cusick, the Board accepted the 2023 & 2024 Audit & Financial Statements (7-0).

#### **Resolution 6-2025-1 Destruction of Authority Documents**

Liesel Gross explained that the Resolution is a standard process whereby the Authority Board must formally approve the disposition of certain records in accordance with the Pennsylvania Municipal Records Act.

Jeff Morgan asked how files are handled for regulatory reporting and state and federal agency records. Liesel Gross said these records are also spelled out in the PA Municipal Records Act Manual. Andrew Moore added that those records are required to be kept for five or seven years. There was also some discussion regarding electronic records. Liesel Gross explained that the Authority does not have a system in place currently to retain or remove electronic documents.

On a motion by Jeff Morgan, seconded by Linda Rosenfeld, the Board approved Resolution 6-2025-1 (7-0).

#### **MONTHLY FINANCIAL REVIEW**

Ed Klein provided a presentation of the May 2025 Financial statements. He stated that the full year is forecasted to be better than the budget in all three funds. There was some Board discussion regarding key metrics and operating ratios. Ms. Gross explained that the operating ratios and metrics provided in the financial report show the health of the organization. The Board asked for a future refresher presentation to review the key metrics. Ms. Gross and Ed Klein said they would be happy to provide a refresher presentation. There was some additional discussion regarding debt service coverage ratio.

Jeff Morgan asked about the status of the bondholder issue with Pennvest. Ed Klein provided an update stating that the Authority will be taking more time to work through this. Kevin Reid commented that team members have done a good job at focusing on changes to the bond indenture that would be acceptable to Pennvest. The legal team from Pennvest is currently reviewing the Authority's suggested language.

#### **MONTHLY SYSTEM OPERATIONS OVERVIEW**

Andrew Moore reviewed the May 2025 report, noting there were no recordable or non-recordable safety incidents during the month. Mr. Moore commented on the 10.45 inches of rain received this month, which impacted every aspect of the organization. Wastewater flows were higher due to the amount of rainfall. However, Lehigh County remains under a Drought Watch. He also reviewed the Notice of Violation (NOV) for PFAS received for the Emmaus Consecutive Division. He noted that this will occur quarterly until the Borough of Emmaus completes the treatment upgrade planned for their water sources. He also reviewed the bypasses that occurred in the Heidelberg Heights system and the permit exceedances at Sand Spring due to the excessive rainfall and higher industrial flows. There was some discussion about the drivers for the NOV and corrective actions taken by the Authority.

#### **STAFF COMMENTS**

Liesel Gross thanked the Board for their support in the participation of some staff in the American Water Works Association annual conference. Ted Lyons asked if this is paid for by the Authority and must the Board approve it. Ms. Gross said that it is part of the Education and Training budget and accounting controls are in place. Ms. Gross informed the Board that the public notice related to the Kline's Island Sewer System Act 537 Plan will be published on Monday and the public comment period will be open for 30 days. She will keep the Board informed of any comments received.

**SOLICITOR'S COMMENTS**

None.

**PUBLIC COMMENTS / OTHER COMMENTS**

None.

**BOARD MEMBER COMMENTS**

Norma Cusick asked for the status of the recently acquired property on Brookside Road. Liesel Gross reported that this property is part of a Comprehensive Building Optimization Study. Preliminary review has indicated that certain upgrades are required before employees could be located there, but the building can be used for storage in the interim period until the study is complete. When the study is completed, she will update the Board.

Linda Rosenfeld asked when the interns started. Andrew Moore provided an update on the six interns that have recently started in various departments. Amir Famili asked if we have gotten any MBA interns. Mr. Moore said we have not, but we are planning on expanding the intern program for next year.

Amir Famili announced that the Executive Committee meeting will meet at 1:15 p.m.

**EXECUTIVE SESSION**

None.

**ADJOURNMENT**

There being no further business, the Chairman adjourned the meeting at 1:04 p.m.

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Linda A. Rosenfeld  
Secretary

# LCA Strategic Plan (2022-2027)






## 2025 Initiatives & Targets – Progress Report: January-July 2025

### Overview

Lehigh County Authority (LCA) adopted an updated Strategic Plan in December 2021, which included a refreshed look at our Mission, Vision, Values and Priorities. An ambitious list of strategies, activities, and tasks were developed to support the achievement of LCA's plan over the next five years. This progress report was developed to help our employees and Board of Directors keep a sharp focus on the plan and, specifically, the work we plan to achieve in the current year. While not all inclusive, the initiatives and targets outlined in this report describe the breadth of activities LCA will focus on in 2025.





The report below provides a brief description of each initiative, the Strategic Plan Priority area it addresses, the LCA leadership team member leading the effort, and the current status (green = on target; yellow = started, behind schedule; red = at risk). A dashboard of key performance indicators is included on the last page of this report.

### Organizational Strategies






1. Full strategic plan "refresh"	All Strategic Priorities	L. Gross	
2. Develop water / sewer rate affordability strategy (rate design, grants, partnerships)	Financial Stewardship Regional Collaboration & Leadership Customer Engagement & Support	L. Gross	
3. Develop long-term staffing plan (in-sourcing approach, succession plan, recruiting)	Operational Excellence Financial Stewardship Employee Engagement & Safety	L. Gross	
4. Complete building optimization study & master plan	Employee Engagement & Safety	A. Capuzzi	
5. Achieve bondholder consent necessary to become eligible for Pennvest funding	Financial Stewardship	E. Klein	

### Regional Sewer Plan




6. Municipal approvals received and Act 537 Plan submitted to DEP	Regional Collaboration & Leadership System Capacity & Reliability	P. DePoe	
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7. Intermunicipal Agreement concepts finalized, prepared for drafting legal language	Financial Stewardship Regional Collaboration & Leadership System Capacity & Reliability	L. Gross	
8. Regional sewage billing meter program standards defined	Regional Collaboration & Leadership Financial Stewardship	P. DePoe	
9. PTP 2.0 business / funding plan & concept design complete	Financial Stewardship Regional Collaboration & Leadership System Capacity & Reliability	L. Gross	
10. Develop strategy and standards for Allentown I&I Source Reduction Program	Operational Excellence System Capacity & Reliability	P. DePoe	

### Tyler EERP







11. Successful "go live" of financial, human resources, and billing modules (7/1/2025)	Financial Stewardship Customer Engagement & Support Employee Engagement & Safety	C. Moughan & E. Klein	
12. Employee Self Service, Customer Access and Tyler Payments implemented	Financial Stewardship Customer Engagement & Support Employee Engagement & Safety	C. Moughan	
13. ProCore integration with Tyler EERP	Financial Stewardship	A. Capuzzi & C. Moughan	
14. CMMS and Inventory module implementation plan developed	Operational Excellence Financial Stewardship	C. Moughan & A. Capuzzi	
15. Employee training documentation and ongoing training	Employee Engagement & Safety	C. Moughan	

### Lead (Pb) Program





16. Cycle 1 lead replacement project complete, with process documentation	Operational Excellence	C. Moughan & A. Moore	
17. Cycle 2 lead replacement project designed & bid; Cycle 3 grant application	Operational Excellence Financial Stewardship	A. Capuzzi & A. Moore	
18. LCRR compliance sampling completed	Operational Excellence	A. Moore	

19. Develop in-house capacity for canvassing & call center	Operational Excellence Financial Stewardship Employee Engagement & Safety	C. Moughan	
20. Inventory development plan and public communication	Operational Excellence Customer Engagement & Support	A. Moore & S. Sampson	




### Employee Engagement & Safety

21. Achieve full staffing in Human Resources	Employee Engagement & Safety	M. Mason	
22. Implement employee onboarding enhancements	Employee Engagement & Safety	M. Mason	
23. Develop organizational plan for employee training & development	Employee Engagement & Safety	M. Mason	
24. Implement safety drills	Employee Engagement & Safety	E. Klein	
25. Full review of all personal protective equipment (PPE) and requirements	Employee Engagement & Safety	E. Klein	
26. Full implementation of updated incident tracking system & communication	Employee Engagement & Safety	E. Klein	

### Asset Management (AM)

27. AM plans developed for 50% of Suburban Division systems	System Capacity & Reliability	A. Capuzzi	
28. AM plan developed for WFP	System Capacity & Reliability	A. Capuzzi	
29. Implement data collection and reporting on new AM metrics	Operational Excellence Financial Stewardship System Capacity & Reliability	A. Capuzzi	
30. Develop / update AM approaches for linear assets	System Capacity & Reliability	A. Capuzzi	

### Other Priority Projects

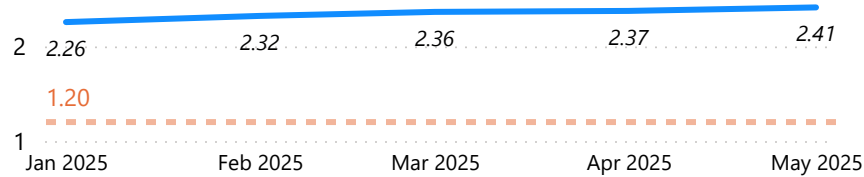
31. Risk & Resilience Plan update (City plan due to US EPA 3/31/2025)	Operational Excellence	A. Moore	
32. Emergency Response Plan update & drill	Operational Excellence	A. Moore	
33. PTP critical improvements project construction	System Capacity & Reliability	C. Volk	



# LCA Strategic Plan Metrics

## Financial

### 2025 Debt Service Coverage Ratio - Total LCA



### Debt Service Coverage Ratio - Current

City Division	Suburban Wastewater	Suburban Water
2.62	1.50	1.93

### Unrestricted Days Cash On Hand

City Division	Suburban Wastewater	Suburban Water
377	285	238

\* Target of 180 days.

## Customer Care

DEVELOPING  
METRIC

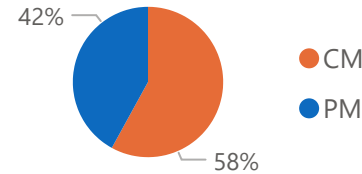
## Capital Program

DEVELOPING  
METRIC

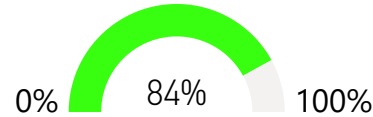
## Asset Management

### 2025 Corrective Maintenance vs. Preventative Maintenance Hours

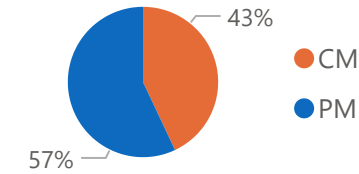
#### Field Services



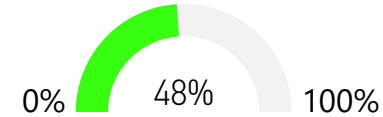
#### Field Services Program Design



#### Plants

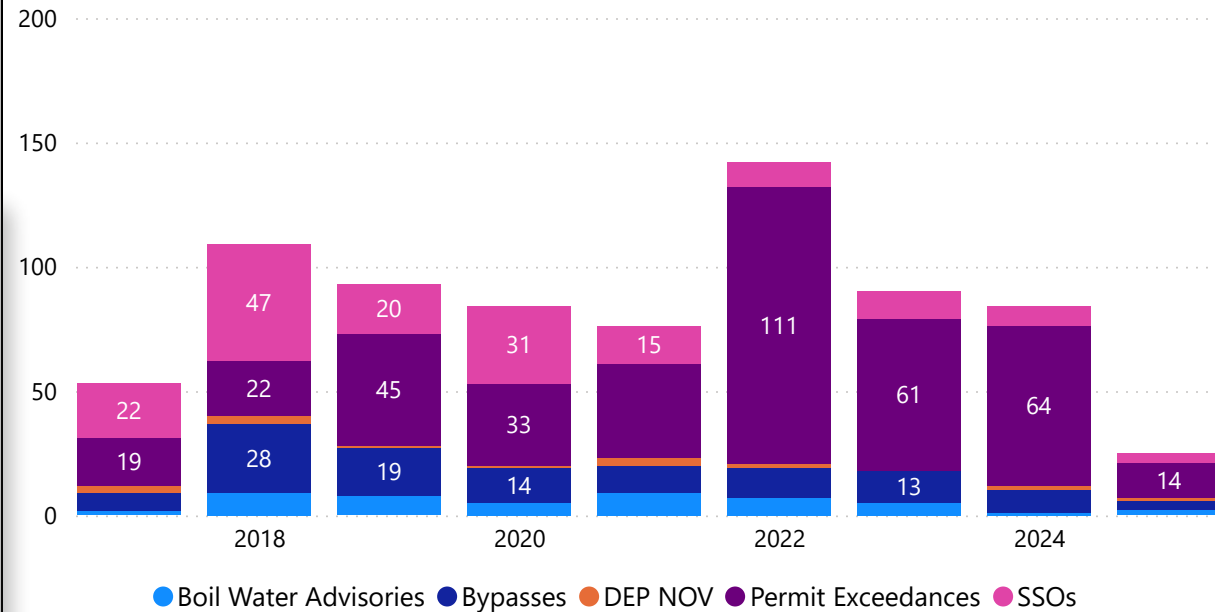


#### Plant Program Design



\*Metric to show 2025 progress on preventative maintenance program redesign and implementation

## Environmental Compliance



## Safety

# Days No Vehicle Accident

26

# Days No Lost Time

0

# Of Recordable Injuries YTD

2

## Employees

Total Employees

182

Average Age

45.0

Average Yrs of Service

9.4

Total Vacancies

10

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## MEMORANDUM

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**Date:** July 14, 2025

**To:** LCA Board of Directors  
**From:** Amy Kunkel, Project Engineer  
**Subject:** Suburban Division – Buss Acres/Central Lehigh Division Water System Interconnection – Design Phase

**MOTIONS / APPROVALS REQUESTED:**

No.	Item	Amount
1	Capital Project Authorization – Design Phase – Buss Acres / Central Lehigh Division Water System Interconnection	\$299,653
2 *	Professional Services Authorization – Design & Bid Phase Services – Buchart Horn	\$204,653

*\* Included in Capital Project Authorization*

**PROJECT OVERVIEW:**

Buss Acres is a small public water system located in Upper Milford Township that serves 98 residential and 2 commercial customers. Water is supplied by two wells that pump to a 30,000 gallon storage tank. Booster pumps at the Gary Pump Station Facility are used to feed the system from the storage tank and maintain pressure at a hydraulic grade line (HGL) of 983 feet. Recent testing of the wells indicate PFAS levels above EPA's maximum contaminant level (MCL) for drinking water. A study was completed in 2024 by Buchart Horn to determine the options available to bring the water system into compliance with the new PFAS regulations. The study evaluated four different types of on-site PFAS removal treatment options, and a fifth option to abandon the wells and extend a water main from LCA's Central Lehigh Division (CLD) to the Buss Acres system.

The 2024 study initially determined that the most cost-effective alternative would be to add onsite PFAS treatment for the wells. Granular Active Carbon (GAC) treatment was eliminated as an option due to the higher cost and amount of flushing water required since there are no public sewers in the Buss Acres development. Providing an Alternate Water Supply Source by extending a water main from the Kohler Water System to Buss Acres has a higher initial Capital Cost compared to onsite treatment alternatives. However, that alternative has significant Annual Operating Cost savings. As indicated in the table below, a Life Cycle Cost analysis over a 20-year period shows that the Present Worth Value, including Capital and Operating costs, of the water main extension becomes almost as cost effective as onsite treatment.

#### ESTIMATED PRESENT WORTH COST

	GAC TREATMENT	IX TREATMENT	FS 200 TREATMENT	DEXSORB TREATMENT	ALTERNATE WATER SUPPLY
Estimated Capital Cost	\$ 1,745,000	\$ 1,389,000	\$ 1,347,000	\$ 1,337,000	\$ 2,365,000
Estimated Annual Operating Cost	\$ 74,870	\$ 64,970	\$ 61,070	\$ 66,770	\$ 640
Factor (P/A, 6%, 20 years)	11.470	11.470	11.470	11.470	11.470
Present Worth of Annual Cost	\$ 859,000	\$ 745,000	\$ 700,000	\$ 766,000	\$ 7,000
<b>TOTAL PRESENT WORTH COST</b>	<b>\$ 2,604,000</b>	<b>\$ 2,134,000</b>	<b>\$ 2,047,000</b>	<b>\$ 2,103,000</b>	<b>\$ 2,372,000</b>

Notes:

1. A project life of 20 years and an interest rate of 6% was used for this evaluation.

It was decided internally to recommend the water main extension and interconnection to the Kohler Water System alternative. In addition to cost, a number of other factors were considered in the decision. The water main extension will be simpler to implement since it will not require pilot testing, DEP approval for Water Treatment system for PFAS removal, or additional Zoning Board approval for building additions to the Buss Acres Site. The site is an approximately one-half acre lot in a residential neighborhood. PFAS treatment would require a new 12'x20' building in addition to the existing booster station and treatment building, storage tank and stormwater detention area and will likely be met with opposition from local residents. Both wells in the Buss Acres development have high levels of radon, which is currently unregulated. Should Radon become a regulated contaminant by the DEP, then additional treatment of the wells would be required.

#### **BASIS OF DESIGN:**

An approximate 1.6-mile, 8-inch water main extension is proposed to connect the Kohler system to the Buss Acres storage tank. The Kohler system is a higher pressure zone (HGL of 835 feet) within the Central Lehigh Division. Modifications to the pumping system at the Kohler Pump Station will be required to convey water to the Gary Pump Station at Buss Acres. The Gary Pump Station would continue to raise pressure to the required HGL in the Buss Acres system and the existing reservoir would continue to provide water storage.

#### **FUNDING:**

The design portion of the project will be funded by the LCA Suburban Division. LCA will apply for Pennvest funding for the construction phase of the project.

#### **BUDGET AMENDMENT**

Not required for this approval.

#### **PROJECT STATUS:**

Pending Board approval of the Design Phase.

#### **THIS APPROVAL – DESIGN PHASE**

LCA recommends retaining the services of an engineering consulting firm to provide design and bid phase related services. Approval for construction related engineering services will be requested with the Construction Phase authorization. The following table summarizes the professional services to be performed:

<b>Professional Services <sup>(1)</sup></b>	
1.	Attend kickoff meeting.
2.	Planning services with LCA for general agreement on design concept.
3.	Right-of-way acquisition.
4.	Complete state and local permit applications and administer submissions.
5.	Prepare route survey, waterline design and associated upgrades to the Kohler Booster Station and modifications to the Buss Acres Treatment Building.
6.	Prepare construction bid documents (plans and specifications).
7.	Provide bid phase services.

(1) For Design and Bid Phase.

#### **CONSULTANT SELECTION PROCESS:**

Three engineering firms, Buchart Horn, Verdantas, and Cowan Associates were invited to submit proposals for the project. The firms were selected based on prior LCA project performance and/or general expertise with water booster stations and water main design. Cowan Associates declined the Request for Proposal due to the timeline expectations of LCA and their current workload. Proposals were received on May 23, 2025, the results of which follow:

<b>Consultant</b>	<b>Cost</b>
Buchart Horn	\$204,653
Verdantas	\$409,042
Cowan Associates	No Bid

Buchart Horn has served as design engineer for both the Buss Acres Pump Station Replacement and the Buss Acres Study for PFAS Treatment as well as the Upper System Booster Station. They have sufficient personnel in the required disciplines to guarantee continuity and continued progress on all disciplines this contract requires. Based upon staff review of all aspects of the design proposal submitted, we recommend award of the Design Phase services to Buchart Horn. Their proposal is on scope and represents what LCA believes is the best overall value for the Authority.

#### **PROJECT SCHEDULE:**

At this juncture the construction portion of this project is anticipated to be bid in May of 2026 with completion of construction by the third quarter of 2027. As noted above, prior to releasing the bids for this project, staff will review the potential for funding through the Pennvest program.

#### **FUTURE AUTHORIZATIONS- CONSTRUCTION PHASE:**

After the construction contract(s) bids are received, a Request for Board Authorization will be presented to the Board for approval of the Construction Phase; and will include construction contract award(s), professional services amendments for construction related services, staff costs and other related components.



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## REQUEST FOR BOARD AUTHORIZATION

Board of Directors Meeting Date: July 14, 2025  
Staff Member Requesting Authorization: Amy Kunkel/Chuck Volk  
Department: Capital Works  
Short Description / Title of Project / Purchase: Buss Acres/Central Lehigh Division Water System  
Interconnection – Design Phase  
Project Number (if applicable):

### Capital Expense: (check all that apply)

- ☒ Capital Project >\$250,000  
☐ Construction / Other Contract(s)  
☒ Professional Services Authorization  
☐ Initial Authorization  
☐ Amended Authorization  
☒ Professional Services Authorization >\$100,000  
☐ Equipment Purchase >\$250,000  
☐ Upsizing / Extension >\$250,000  
☐ Aggregate Change Order >10% of contract and >\$100,000  
☐ Stand-Alone Change Order >\$50,000

### Operations Expense:

- ☐ Construction / Other Contract >\$250,000  
☐ Professional Services Authorization >\$100,000  
☐ Equipment / Other Individual Item >\$250,000  
☐ Emergency Authorization >\$50,000  
☐ Aggregate Change Order >10% of contract and >\$100,000  
☐ Stand-Alone Change Order >\$50,000

**LCA Enterprise Fund:** ☐ Allentown Division ☒ Suburban Water ☐ Suburban Wastewater ☐ Internal Service / Admin

**Current Project Phase:** ☐ N/A (skip to Description) ☐ Planning ☐ Conceptual Design ☒ Design / Bid ☐ Construction

### Prior Authorization(s):

Date	Phase	Description	Amount Authorized
2/15/2024	Planning	Study for PFAS Treatment	\$43,735
			\$
			\$
Total Prior Authorizations:			\$43,735

### Current Authorization Requested: Design Phase

Description	Amount Requested
Staff	\$30,000
Engineering Consultant – Buchart Horn	\$204,653
Land Acquisition	\$10,000
Legal	\$15,000
Contingency	\$40,000
	\$
	\$
Total Amount Requested (this authorization):	\$299,653

### Future Authorizations:

Phase	Note / Description	Estimated Cost
Construction	Construction Contracts, Engineering During Construction, and Inspection Services	\$2,500,000
		\$
Estimated Total Project Cost:		\$2,843,388

**Short Description:** (please attach supporting documentation, cost justification, trade-in values, proposals, memos, etc.)

Design of an 8" DIP water interconnection to provide a new source of supply from the Central Lehigh Division to the Buss Acres Water System. Improvements include upgrades to the Kohler Booster station (CLD) and the Gary Treatment Building (Buss Acres).

**Purchasing Procedure:** ☐ Formal Bid ☒ Request for Proposal ☐ Cooperative Purchasing Group / CoStars ☐ N/A - Emergency

**Motion:** \_\_\_\_\_ **Second:** \_\_\_\_\_ **Approved?** \_\_\_\_\_ **Certified by:** \_\_\_\_\_

# Lehigh County Authority – Monthly Report to Board of Directors

## Upcoming Board Agenda Items & Project Updates – July 2025

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Published: July 7, 2025

### ***PART 1 – Upcoming Agenda Items – Action & Discussion Items***

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#### **FINANCE & ADMINISTRATION**

**Project Title: LCA Strategic Plan - Progress Reporting**

Division / Funding: All Divisions

Board Action Date: 7/14/2025

Status or Action Desired: Information

Project Phase: n/a

Project Notes: A report of staff progress on key initiatives outlined in LCA's Strategic Plan will be presented for Board review and discussion. Staff Responsibility: Liesel Gross

**Project Title: Resolution 7-2025-1: Approval of Suburban Water Division & Suburban Wastewater Division Tapping Fees**

Division / Funding: Suburban Division

Board Action Date: 7/28/2025

Status or Action Desired: Approval

Project Phase: n/a

Project Notes: Staff will present updated Suburban Water Division and Suburban Wastewater Division Tapping Fees to the Board for approval by Resolution, effective August 1, 2025. Staff Responsibility: Ed Klein

**Project Title: Monthly Financial Review**

Division / Funding: n/a

Board Action Date: 7/28/2025

Status or Action Desired: Information

Project Phase: n/a

Project Notes: The June 2025 monthly financial report will be presented. Staff Responsibility: Ed Klein

#### **SYSTEM OPERATIONS**

**Project Title: Monthly Operations Report**

Division / Funding: n/a

Board Action Date: 7/28/2025

Status or Action Desired: Information

Project Phase: n/a

Project Notes: The June 2025 monthly operations report will be presented. Staff Responsibility: Andrew Moore & Chris Moughan

## **WATER PROJECTS – SUBURBAN DIVISION**

**Project Title: Buss Acres Water System Interconnection & PFAS Remediation**

Division / Funding: Suburban Division

Board Action Date: 7/14/2025

Status or Action Desired: Approval

Project Phase: Design Phase

Project Notes: In 2024 a study was completed to evaluate options to bring the Buss Acres water system into compliance with the new PFAS regulations, as water quality sampling indicated PFAS levels above the MCL in the two wells. Options included various PFAS removal systems for the existing wells and an option to eliminate the wells and interconnect the Buss Acres system to the Kohler pressure zone of the Central Lehigh Division. While the interconnection option has an initial higher capital cost, the present worth value (over 20 years) shows this alternative to be almost as cost effective as onsite treatment alternatives. The water main extension alternative will be more feasible to implement and has a much lower annual operating cost than implementing PFAS treatment at the site. Most of the infrastructure installed during the 2019 Buss Acres Pump Station Replacement will continue to be used with this alternative. A request for design phase engineering services will be presented at the 7/14/2025 Board meeting. Staff Responsibility: Amy Kunkel

## ***PART 2 – Project Updates – Information Items***

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### **WASTEWATER PROJECTS – KISS ACT 537**

**Project Title: Industrial Pretreatment Plant Master Plan**Division / Funding: Suburban DivisionStatus or Action Desired: UpdatedBoard Action Date: n/aProject Phase: Planning Phase

Project Notes: This project involves the preparation of a Master Plan for the LCA Industrial Pretreatment Plant, the first of its kind for this facility. The Master Plan process included full-scale condition assessments, review of treatment process optimization, and development of short-term and long-term capital plans. Board authorization for the Master Plan was approved on December 13, 2021. A preliminary draft report was submitted in December of 2022, with a final report delivered in April 2023. Due to the high cost of facility rehab and expansion outlined in the initial Master Plan, additional value engineering work was completed and presented to the LCA Board in March 2024. An external stakeholder engagement process was then initiated to develop additional recommendations for LCA consideration. A review of the stakeholder process and final recommendation for inclusion in the Act 537 Plan was presented at the August 12, 2024 Board meeting. Since that time, significant additional stakeholder engagement has occurred to identify funding sources for a full upgrade to the facility. Additional engineering work has continued as well. An update to the PTP evaluation will be provided to the LCA Board in August 2025. Staff Responsibility: Liesel Gross & Albert Capuzzi

### **WASTEWATER PROJECTS – ALLENTOWN DIVISION**

**Project Title: Kline's Island WWTP: 2025 Architectural and Structural Upgrades**Division / Funding: Allentown DivisionStatus or Action Desired: UpdatedBoard Action Date: n/aProject Phase: Construction Phase

Project Notes: As a condition of the financing of LCA's up-front concession payment to the City, LCA entered into a Trust Indenture that requires the preparation of an annual Consulting Engineer's Report. The report identifies physical plant repairs and upgrades required, and reflects progress made in addressing deficiencies. This is an annual project that consists of addressing structural deficiencies at KIWWTP. The 2025 project includes structural repairs to the Rock Media Trickling Filter wall. This project was opened for bidding 6/5/2025 and closes 7/11/2025. Staff Responsibility: Amy Rohrbach



**PART 3 – Open Project List – No Updates**

<b>Project Category</b>	<b>Project Title</b>	<b>Division / Funding</b>	<b>Project Phase</b>	<b>Staff Responsibility</b>
Finance & Administration	LCA Munis ERP System Planning & Re-Implementation	All Divisions	Planning Phase	Chris Moughan & Brooke Neve
Finance & Administration	Project Management / Construction Management Software Installation & Setup	All Divisions	Planning Phase	Jason Peters
Finance & Administration	Capital Program Management Services	All Divisions	Planning Phase	Chuck Volk
Finance & Administration	LCA Building Optimization Study & Master Plan	All Divisions	Planning Phase	Stephen Boone
Finance & Administration	LCA Main Office Parking Lot Expansion	All Divisions	Project Closeout	Chuck Volk
Finance & Administration	Allentown Water & Sewer Lease Bonds: Bondholder Consent	Allentown Division	n/a	Ed Klein
System Operations	Suburban Water & Wastewater Facilities - SCADA System Upgrade	Suburban Division	Construction Phase	Chris Moughan
System Operations	Watershed Monitoring Program	Suburban Division	Planning Phase	Andrew Moore
Water - Suburban	North Whitehall Division - Second Water System Interconnection	Suburban Division	Design Phase	Amy Kunkel
Water - Suburban	Suburban Division Lead Service Line Inventory Program & Compliance Planning	Suburban Division	Planning Phase	Albert Capuzzi
Water - Suburban	2024 Meter Replacements	Suburban Division	Construction Phase	Amy Kunkel
Water - Suburban	Central Lehigh and North Whitehall Systems – Water Supply Study	Suburban Division	Planning Phase	Phil DePoe
Water - Suburban	Upper System Pump Station and Main Extension	Suburban Division	Design Phase	Amy Kunkel
Water - Suburban	Water Main Replacement Program Cycle 8	Suburban Division	Design Phase	Jason Peters
Water - Allentown	Water Filtration Plant: Redundant Raw Water Line	Allentown Division	Design Phase	Amy Rohrbach

<b>Project Category</b>	<b>Project Title</b>	<b>Division / Funding</b>	<b>Project Phase</b>	<b>Staff Responsibility</b>
Water - Allentown	30" & 36" East Side Transmission Main Repair Project	Allentown Division	Construction Phase	Jason Peters
Water - Allentown	Lehigh River Pump Station Upgrades	Allentown Division	Design Phase	Amy Rohrbach
Water - Allentown	Water Filtration Plant: PFAS Treatment	Allentown Division	Design Phase	Amy Rohrbach
Water - Allentown	Allentown Division Lead Service Line Inventory Program & Compliance Planning	Allentown Division	Planning Phase	Albert Capuzzi
Water - Allentown	Badger Meter Replacements	Allentown Division	Construction Phase	Amy Kunkel
Water - Allentown	Lead Service Line Replacement Project Cycle 2	Allentown Division	Design Phase	Albert Capuzzi
Water - Allentown	Water Filtration Plant: Fluoride System Upgrades	Allentown Division	Design Phase	Amy Rohrbach
Water - Allentown	Water Filtration Plant: HVAC Upgrades - Phase 1	Allentown Division	Construction Phase	Amy Rohrbach
Water - Allentown	Water Filtration Plant: Emergency Power Design	Allentown Division	Design Phase	Amy Rohrbach
Water - Allentown	Water Main Replacement Program Cycles 9 - 11	Allentown Division	Design Phase	Jason Peters
Water - Allentown	Water Filtration Plant: Filter Upgrade Project	Allentown Division	Construction Phase	Amy Rohrbach
Water - Allentown	Lead Service Line Replacement Project Cycle 1	Allentown Division	Construction Phase	Reni Keane-Dengel
Water - Allentown	Large Diameter Valve Rehabilitation & Replacement Program	Allentown Division	Construction Phase	Chuck Volk
Sewer - Act 537	Sanitary Sewer Collection System: City of Allentown Manhole Inspections	Allentown Division	Planning Phase	Phil DePoe
Sewer - Act 537	Sanitary Sewer Collection System: City of Allentown Manhole Rehabilitation	Allentown Division	Construction Phase	Jason Peters
Sewer - Act 537	KISS System Modeling - Sewage Billing Meter QA/QC Data Analytics and 2021 Flow Metering Preparation	City of Allentown (AO)	Planning Phase	Phil DePoe

<b>Project Category</b>	<b>Project Title</b>	<b>Division / Funding</b>	<b>Project Phase</b>	<b>Staff Responsibility</b>
Sewer - Act 537	KISS Act 537 Planning - Selection of Solution (SOS) Phase	City of Allentown (AO)	Project Closeout	Phil DePoe
Sewer - Act 537	Regional Sewer Capacity & Wet-Weather Planning - Regional Act 537 Plan Preparation	City of Allentown (AO)	Planning Phase	Phil DePoe
Sewer - Act 537	KISS Act 537 Planning - Financial & Institutional Evaluation, Phase 3	City of Allentown (AO)	Planning Phase	Liesel Gross
Sewer - Act 537	Legal Services: Development of New Intermunicipal Agreement(s)	City of Allentown (AO)	Planning Phase	Liesel Gross
Sewer - Act 537	KISS Relief Interceptor Pre-Design Study	Suburban Division	Planning Phase	Phil DePoe
Sewer - Act 537	Regional Sewer Capacity & Wet-Weather Planning: Engineering & Program Support	Suburban Division	Planning Phase	Phil DePoe
Sewer - Act 537	Western Lehigh Interceptor Municipalities Test & Seal Lateral Grouting Project, Year 2 (2025)	Suburban Division	Construction Phase	Jason Peters
Sewer - Act 537	Western Lehigh Service Area - Engineering & Program Support	Suburban Division	Planning Phase	Phil DePoe
Sewer - Act 537	Western Lehigh Interceptor Municipalities Test & Seal Lateral Grouting Project	Suburban Division	Construction Phase	Jason Peters
Sewer - Act 537	Upper Western Lehigh Pump Station & Force Main	Suburban Division	Construction Phase	Amy Kunkel
Sewer - Suburban	Park Pump Station Phase 2 Upgrade	Suburban Division	Construction Phase	Amy Kunkel
Sewer - Suburban	Spring Creek Force Main Relocation - PA Turnpike Commission	Suburban Division	Construction Phase	Amy Kunkel
Sewer - Suburban	North Whitehall Township Act 537 Plan	Suburban Division	Planning Phase	Phil DePoe
Sewer - Suburban	Arcadia WWTP Screening System Project	Suburban Division	Construction Phase	Anton Siekmann
Sewer - Suburban	LCA Meter Stations 1 and 2 Upgrades	Suburban Division	Construction Phase	Chuck Volk
Sewer - Suburban	Wynnewood Terrace WWTP Expansion - Developer Cost-Sharing Agreement	Suburban Division	Design Phase	Chuck Volk

<b>Project Category</b>	<b>Project Title</b>	<b>Division / Funding</b>	<b>Project Phase</b>	<b>Staff Responsibility</b>
Sewer - Suburban	Heidelberg Heights Sanitary Sewer Consent Order & Agreement	Suburban Division	Planning Phase	Chuck Volk
Sewer-Suburban	Pretreatment Plant - Critical Upgrades	Suburban Division	Construction Phase	Chuck Volk
Sewer - Suburban	Lynn Township WWTP Final Clarifier Project	Suburban Division	Construction Phase	Chuck Volk
Sewer - Suburban	Spring Creek Pump Station Upgrades	Suburban Division	Construction Phase	Amy Kunkel
Sewer - Suburban	Pretreatment Plant (PTP) Electrical Study	Suburban Division	Planning Phase	Chuck Volk
Sewer - Suburban	Lynn Township Corrective Action Plan	Suburban Division	Planning Phase	Jason Peters
Sewer - Suburban	Sand Spring WWTP: Treatment Process Modification	Suburban Division	Project Closeout	Chuck Volk
Sewer - Allentown	Kline's Island WWTP - Plastic Media Trickling Filter Rehabilitation	Allentown Division	Design Phase	Amy Rohrbach
Sewer - Allentown	Sanitary Sewer Collection System: I&I Source Reduction Program (LCA Year 2)	Allentown Division	Planning Phase	Jason Peters
Sewer - Allentown	Kline's Island WWTP: Chemically Enhanced Primary Treatment Study	Allentown Division	Planning Phase	Stephen Boone
Sewer-Allentown	Kline's Island WWTP - Wet Weather Improvements - Phase 1	Allentown Division	Design Phase	Amy Rohrbach
Sewer - Allentown	Kline's Island WWTP - Septage Receiving and Vacuum Truck Unloading Modifications	Allentown Division	Construction Phase	Amy Rohrbach
Sewer - Allentown	Kline's Island WWTP: Substation No. 1 and Switchgear Replacement	Allentown Division	Construction Phase	Amy Rohrbach
Sewer - Allentown	Kline's Island WWTP: Solids Process Boiler and HVAC System Upgrade Project	Allentown Division	Construction Phase	Amy Rohrbach
Sewer - Allentown	Allentown Division I&I Program – Programmatic Support, Trout Creek & Eastside Basins	Allentown Division	Planning Phase	Stephen Boone
Sewer-Allentown	Kline's Island WWTP - Primary Sludge System Upgrades	Allentown Division	Construction Phase	Amy Rohrbach

<b>Project Category</b>	<b>Project Title</b>	<b>Division / Funding</b>	<b>Project Phase</b>	<b>Staff Responsibility</b>
Sewer - Allentown	Kline's Island WWTP - Final Settling Tanks 1-4 Upgrades	Allentown Division	Construction Phase	Amy Rohrbach
Sewer - Allentown	Sanitary Sewer Collection System: I&I Source Reduction Program (LCA Year 1)	Allentown Division	Construction Phase	Jason Peters