

REGULAR MEETING MINUTES

February 9, 2026

The Regular Meeting of the Lehigh County Authority Board of Directors was called to order at 12:00 p.m. on Monday, February 9, 2026, Chairman Amir Famili presiding. The meeting was held via video and audio advanced communication technology ("ACT"), using the Zoom internet application, including telephone option, due to the winter storm emergency currently in effect. Each Board member and other attendees of the meeting were able to hear each other attendee and be heard by each other attendee. The public could also participate in the meeting via ACT, using the Zoom internet application, including telephone option. A Roll Call of Board members present was taken. Amir Famili, Jeff Morgan, Ted Lyons, Linda Rosenfeld, and Peter Dent were present for Roll Call and remained for the duration of the meeting. Sean Ziller was present for Roll Call and remained in the meeting until 1:00 p.m., and then returned to the meeting at 1:25 p.m. Kevin Baker entered the meeting at 12:04 p.m. and was present for the duration of the meeting.

Attorney Kevin Reid of the KingSpry law firm, the Authority's Solicitor, was present along with Authority Staff, Liesel Gross, Ed Klein, Andrew Moore, Chris Moughan, AJ Capuzzi, Chuck Volk, Phil DePoe, Taylor Stakes, 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 that there are no changes to the agenda; however, there will be an Executive Session at the conclusion of the regular meeting to discuss a matter with the Solicitor.

Customer Bill Dispute Hearing

Kevin Reid, the Authority's Solicitor, served as the Hearing Officer for today's hearing regarding a billing dispute between Mr. Shondale Lewis and the Authority regarding a property at 747 N. Lumber Street in Allentown. Attorney Reid explained the hearing process. Mr. Lewis would be representing himself, and the Authority administration would be represented by the staff members present. The Board of Directors has no prior knowledge of the facts of the case and will hear presentations from Mr. Lewis and the Authority administration. After both parties have had a chance to present their evidence and testimony, the Board will have an opportunity to ask questions and will then make a determination and decision.

Brooke Neve, Deputy Director of Customer Care for the Authority, provided the administration's accounting of the situation. She provided an exhibit detailing the customer's account information from January 2025 to present, listing the billing and charges on the account. She explained how the penalties are calculated, and she noted these procedures are listed on the back of all bills. Mr. Lewis had no questions for the Authority administration.

Sean Ziller asked if a notice is sent out each time a penalty is applied. Ms. Neve said a notice is sent out with each penalty application. Mr. Famili asked the age of the meter and when was it last serviced for accuracy. Ms. Neve said she does not know the age of the meter; however, an older meter tends to read slower giving the customer an advantage.

Mr. Lewis stated that he is the owner of the property and he is not here to dispute the charges. He told the Board that he had a financial setback regarding the property and has been working to bring the property back into compliance with the City of Allentown. He said he is asking for a realistic way to catch up on the Authority water and sewer bill without a service interruption.

Jeff Morgan asked if his water had been shut off in the past and if so, how often. Mr. Lewis said his water service has not been shut off in the past and that he has not been offered a way to catch up and make payments on his bill. Chairman Famili asked if he is disputing the amount of usage on the bill. Mr. Lewis said he is not. Sean Ziller asked if Mr. Lewis was offered a payment plan or anything of the like. Mr. Lewis said no. Peter Dent asked if Mr. Lewis resides at the property. He said no, he has a tenant living there.

Liesel Gross explained that during the course of communication with Mr. Lewis over several months, the Authority never received a request for a payment plan or any other relief other than Mr. Lewis' requests for full vacation of the amount due. She said the request from Mr. Lewis was to drop the balance to zero which was denied by the Authority. Ms. Gross also noted that a payment plan would be offered had it been requested by Mr. Lewis. Sean Ziller asked if it is clear to the customer that they have an option to request a payment plan. Liesel Gross said that customers are encouraged to contact the Authority to discuss their options if they are having difficulty paying, and this offer is included in every notice issued to the customer. There is also an option from the Authority's hardship grant program to assist customers who are having a hard time paying their bill. Jeff Morgan asked if the bills go directly to Mr. Lewis in Easton or to the tenant. Mr. Lewis said the bills are sent to his address in Easton. Linda Rosenfeld asked Mr. Lewis if the same tenant has resided in the property during the period in question. Mr. Lewis confirmed the same tenant has been living in the property for a long time.

Kevin Reid inquired if there were any additional questions from the Board to either Mr. Lewis or the Authority administration. There were none.

The hearing was closed at 12:23 p.m. Kevin Reid said that the Board will make a decision and a written decision will be prepared and sent out to the parties.

Immediately following the hearing, Gail Seymour, a Lehigh County resident and Authority customer, was present and stated that she had an issue regarding service she has received from the Authority and wanted to know who she could speak with about the situation. Liesel Gross advised Ms. Seymour that the next step would be for her to meet with the Authority's Deputy Director of Customer Care, Brooke Neve. Ms. Neve offered to meet with Ms. Seymour immediately following the close of the hearing, to which Ms. Seymour agreed.

APPROVAL OF MINUTES

January 26, 2026 Meeting Minutes

On a motion by Linda Rosenfeld, seconded by Jeff Morgan, the Board approved the minutes from the January 26, 2026 meeting as presented (7-0).

PUBLIC COMMENTS

None.

Resolution No. 1-2026-1: Authorizing Statewide Local Share Assessment Grant application for equipment purchase

Liesel Gross reviewed Resolution 1-2026-1, which has been revised from a previous resolution approved in October. The resolution is required to complete a submission for the Statewide Local Share Assessment grant to purchase equipment. The application is described in the Resolution and describes specifically the vehicles and equipment that may be purchased under this grant to support the ongoing water system valve replacement project.

On a motion by Linda Rosenfeld, seconded by Jeff Morgan, the Board approved Resolution 1-2026-1 (7-0).

Sean Ziller asked if the grant includes a requirement for matching funds. Chris Moughan said there is not a specific requirement for matching funds, and explained that the Authority would be responsible for any project costs that are not covered by the grant. Mr. Ziller also asked about specific language included in the resolution. Liesel Gross stated that the Authority's grant consultant had prepared the resolution language in a way that will be acceptable.

LCA Strategic Plan – Progress Reporting

Liesel Gross provided an overview and presentation regarding the Strategic Plan that was adopted in December 2021, to review the progress on the goals for 2025 and to review the goals for 2026. She explained how the Authority's Mission, Vision, Values, and Priorities are interconnected within the plan. Since the plan was adopted, annual goals and priorities have been selected to be the focus for each calendar year. In 2025, six major goal areas were selected with 33 individual targeted tasks identified. Approximately 25 percent of these tasks were completed in 2025, more than 50 percent are started and will be ongoing for the foreseeable future. A few items have not been started or are deferred in some way.

Ms. Gross reviewed the major achievements that were accomplished in 2025 including: resolving the bondholder issue allowing for Pennvest grants; development of a staffing approach for in-house project work; acquiring full municipal approval of a regional Act 537 plan; on-boarding of several new hires; implementation of new project approaches to help with schedule adherence; Munis re-implementation "go live" on schedule; removal of 611 lead lines; implementation of a new digital employee onboarding process; in-house development of an asset management plan for the water plant; and update and testing of the emergency response plan.

Ms. Gross reviewed the items that have been deferred or are ongoing. Jeff Morgan commented about training and development, noting that the Authority has made progress by reaching out to the colleges and getting summer help. Ms. Gross said that there has been a lot of progress made on training and development and the internship program that is now in its third year. She also noted that when the Training and Development position is filled, there will be a more robust framework in place. Sean Ziller asked how the new Eli Lilly project and training with LCCC would tie in with the Authority's training. Ms. Gross said that LCCC is utilized for SCADA training and the Authority could have an opportunity to build on that partnership.

Looking forward to 2026, the Authority will continue to focus on the big items discussed earlier, along with new organizational strategies related to regional leadership, technology, facilities and security, affordability, lead program, employee safety, and capital project metrics. Ms. Gross thanked staff for their help developing the 2026 goals and priorities.

Peter Dent asked if any of the 2025 safety recordable incidents were reportable to OSHA. Ed Klein said there were no incidents that would have fallen into the "reportable" category, and noted that the Authority is not regulated by OSHA. A 2025 safety review will be presented to the Board at the February 23rd meeting that will show the metrics and highlight the initiatives planned for 2026.

Suburban Division – Industrial Pretreatment Plant Master Plan

Liesel Gross said that she has nothing new to report regarding this project but will keep it on the monthly agenda to allow for continued discussion regarding project cost sharing and municipal partnerships. She said talks are ongoing with Upper Macungie Township and the County of Lehigh.

Allentown Division – KIWWTP Holistic Solids Management Study

Stephen Boone explained that the proposed Holistic Solids Management Study will comprehensively evaluate the Kline's Island Wastewater Treatment Plant (KIWWTP) solids handling systems in anticipation of increased organic loadings. The study will assess existing infrastructure through detailed process documentation, equipment condition analysis, and operational performance review. The need for this work is outlined in the KIWWTP Master Plan, and will incorporate the result of the chemically enhanced primary treatment (CEPT) pilot study that is under way at the plant.

Jeff Morgan commented that this study is a good idea and he supports a holistic review of all options for solids handling. There was some additional discussion about the modeling assumptions to be used for this study. Amir Famili asked what the impact of the new Eli Lilly facility plant will be on plant performance. Mr. Boone indicated this will be factored into the study.

On a motion by Jeff Morgan, seconded by Sean Ziller, the Board approved the Capital Project Authorization: Allentown Division – KIWWTP Holistic Solids Management Study in the amount of \$245,788.00 which includes the Professional Services Authorization: Black & Veatch – KIWWTP Holistic Solids Management Study in the amount of \$195,788.00 (7-0)

Allentown Division – KIWWTP Plastic Media Trickling Filter – Change Order

Amy Rohrbach provided a status update of the project noting that all the old media has been removed. While inspecting the steel panels that encase the structure, the engineer discovered failed welds on the steel members, with one that fell onto the media below. Temporary measures were taken to ensure all remaining members were secured so the demolition could continue safely, but permanent repairs are needed to secure them. Allan Myers is proposing to weld and bolt these sections to the perimeter steel to properly secure them.

Chairman Famili asked what could be done better in the future to prevent a panel from falling onto the media below. Chuck Volk said that in the future before the panels are removed, they could stabilize the top angle. All of this information will be listed within the project notes in Procure and the engineer's structural report for any future work on this type of project.

On a motion by Peter Dent, seconded by Jeff Morgan, the Board approved the General Construction Change Order 2 – Allan Myers, L.P. in the amount of \$73,649.75 (6-0).

Allentown Division – Sanitary Sewer Collection: I&I Source Reduction Program

Jason Peters provided an overview of the project and reviewed how the project was structured into three contracts. However, contract 2 was rejected due to the bid prices coming in significantly higher than the engineer's estimate. LCA staff negotiated change order requests from the awarded contractor of contracts 1 and 3 based on itemized bid pricing in each contract so that the work could continue. By adding 9,400 linear feet of sewer mains that were originally part of contract 2, into the change order for contract 1, the revised scope will now rehabilitate 45,493 linear feet of sanitary sewer pipeline via CIPP. For contract 3, the revised scope of this project will add contract 2 lateral rehabilitation work for a total of 824 sewer laterals.

Peter Dent asked how the new project total compares to the engineer's estimate. Mr. Peters explained that the engineer's numbers were a little higher and pricing for the CIPP lining was very good. Chairman Famili asked what we learned from this. Mr. Peters said that these are niche contracts and by breaking the bid into three contracts it allowed for better control over the contract and total cost of the project. There was some additional discussion regarding the grouting vs. CIPP work.

On a motion by Linda Rosenfeld, seconded by Peter Dent, the Board approved the Capital Project authorization Amendment (Contract No. 1 Change Order): Construction Phase, Contract No. 1 – CIPP Lining in the amount of \$400,173.50 which includes the General Construction Contract Change Order: Construction Contract No. 1 CIPP Lining: Insituform Technologies USA, LLC in the amount of \$400,173.50; and the Capital Project Authorization Amendment (Contract No. 3 Change Order): Construction Phase, Contract No. 3 – Capital Grouting in the amount of \$100,770.00 which includes the General Construction Contract Change Order: Construction Contract No. 3 Capital Grouting: Insituform Technologies USA, LLC in the amount of \$100,770.00 (6-0).

Allentown Division – KIWWTP – Wet Weather Improvements – Phase 1

Amy Rohrbach provided an overview of the project to increase the wet weather capacity at the Kline's Island Wastewater Treatment Plant (KIWWTP) to 100 million gallons per day (MGD) with improvements to the Main Pump Station (MPS), the Auxiliary Pump Station (APS), and the Intermediate Pump Station (IPS). This project seeks to procure major equipment in advance due to the long lead times of that equipment. Ms. Rohrbach reached out to Iron Horse Environmental, the representative for the specified Flowserve pumps, and Reiner Pump Systems, the representative for the specified Johnston Pumps. Both suppliers have pump pricing available through COSTARS and can be purchased in advance of the construction. The project is considered a Major Capital Improvement and costs will be recovered through Capital Cost Recovery Charges.

Linda Rosenfeld asked if the Authority has a practice of going directly to the vendor for pricing and check it against the COSTARS pricing. Ms. Rohrbach said that this was done on other projects and the pricing from COSTARS is typically found to be more favorable. Ted Lyons asked who will hold the warranty on the equipment. Ms. Rohrbach said that the warranty is with the Authority but there are different warranties for each of the components. Jeff Morgan asked about the age of the current pumps and whether the staff explored adding pumps to add capacity versus replacing the pumps. Ms. Rohrbach said the existing pumps were installed in the 1960s and are past their useful life. In addition, the existing pumps use a vacuum prime system, which the operations staff would like to move away from in the future.

On a motion by Jeff Morgan, seconded by Linda Rosenfeld, the Board approved the Capital Authorization – KIWWTP 100 MGD Wet Weather Capacity Improvements – Equipment Procurement in the amount of \$5,808,108.00 which includes the COSTARS purchase – Reiner Pump Systems, Johnston pumps for IPS in the amount of \$1,585,000.00, the COSTARS purchase – Iron Horse Environmental, Flowserve pumps for MPS and APS in the amount of \$3,173,108.00, and the Electrical Equipment Bid – Brendan Stanton, Inc., Motor Control Centers in the amount of \$1,050,000.00 (6-0).

MONTHLY PROJECT UPDATES / INFORMATION ITEMS

Liesel Gross noted several items of interest for the next meeting including the safety presentation and election of officers.

Liesel Gross highlighted the Upper System Pump Station and Main Extension project that is included in the Monthly Project Update report. The project will bring water from the Authority's lower system in the Central Lehigh Division into the upper system, and is needed to serve new developments in Upper Macungie Township. She noted that the Authority had previously designed this project but had not moved forward until confirmation of a user to help pay for this project. The recent announcement of Eli Lilly moving into this location within the Authority's service area will generate the need to move forward on this project. She noted that the Authority staff has been deeply involved in evaluating the water and sewer needs for the Eli Lilly development.

STAFF COMMENTS

Liesel Gross commented on current drought conditions, which are worsening due to prolonged lack of precipitation. Water levels continue to decline, although there is currently adequate supply to serve all customers. Lehigh County is currently in a Drought Watch, but Ms. Gross indicated this declaration could be escalated into a Drought Warning stage soon. A water conservation notice has been issued due to the drought, but also due to the escalated number of water main breaks experienced during the recent very cold weather. Chris Moughan reported on the 21 main breaks, four valve replacements, and six service line repairs that have occurred in the past two weeks. He noted that during the past weekend the Authority fielded 100 service calls for frozen pipes or meters, and water bubbling up on customers' lawns. The Board thanked the crews for their work in repairing these issues.

SOLICITOR'S COMMENTS

None.

PUBLIC COMMENTS / OTHER COMMENTS

None.

BOARD MEMBER COMMENTS

The Board recognized the announcement of Liesel Gross, CEO, as being one of the most influential people in Lehigh County. Chairman Famili said this is an attest to her leadership, and the whole team, for their advancement and progress, and that the Authority's services are a backbone of the County.

Chairman Famili asked Sean Ziller to serve as the Nominating Committee for the upcoming Board election of officers. Mr. Ziller has agreed and will poll the Board members regarding their interest in being nominated to an officer position. Nominations will be finalized, and officers will be elected at the next meeting.

EXECUTIVE SESSION

An Executive Session will be held following the close of the regular meeting to discuss a legal matter with the Solicitor.

ADJOURNMENT

There being no further business, the Chairman adjourned the meeting at 1:32 p.m.

Linda A. Rosenfeld
Secretary