

REGULAR MEETING MINUTES

March 9, 2026

The Regular Meeting of the Lehigh County Authority Board of Directors was called to order at 12:00 p.m. on Monday, March 9, 2026, Chairman Amir Famili presiding. The meeting was hybrid via in-person attendance 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, Linda Rosenfeld, Peter Dent, and Minal Amin were present for roll call and remained for the duration of the meeting. Ted Lyons joined the meeting at 12:02 p.m. and was present for the duration of the meeting. Kevin Baker joined the meeting at 12:10 p.m. and was present for the duration of the meeting. Sean Ziller joined the meeting at 12:28 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 personnel matter.

APPROVAL OF MINUTES

February 23, 2026 Meeting Minutes

On a motion by Linda Rosenfeld, seconded by Jeff Morgan, the Board approved the minutes from the February 23, 2026 meeting as presented (5-0).

PUBLIC COMMENTS

None.

Digital / IT Master Plan

Stephen Boone provided an overview of the project in which the Authority seeks to develop a comprehensive Digital / Information Technology (IT) Master Plan to modernize its technology environment and align with strategic goals. This initiative will enable the Authority to enhance operational efficiency, improve customer experience, strengthen infrastructure resilience, ensure cybersecurity compliance, and will position the Authority as a resilient, data-driven utility prepared for future challenges and regulatory requirements. He provided a brief review of the primary options that will be explored within the Master Plan effort: Enhance Operational Efficiency, Strengthen Infrastructure Resilience, Improve Customer Experience, Advance Data-Driven Decision Making, Ensure Cybersecurity and Compliance, and Foster a Digitally Skilled Workforce.

Jeff Morgan asked for a review of the Authority’s current major IT systems. Stephen Boone provided an overview of the major systems currently in use including Munis for financials, City Works for maintenance management, Procore for project management, and others. He stated the goal is to

have data from all systems accessible in one place so it becomes easier to use the data from multiple systems for decision-making, operational improvements and more. Chris Moughan commented that the Master Plan will help the staff prioritize future technology projects and ensure proper considerations are made when selecting new software systems.

Chairman Famili stated his concerns about the money being spent on this project, which will likely lead to other projects that will be expensive to implement. He asked if the Authority has recently completed its Munis and Procore implementation projects, why is a Master Plan needed to guide the Authority through the process of integrating these systems. AJ Capuzzi commented that the project will not focus on the Munis and Procore implementation. He cited the need for a document management system as an example of a need to be addressed by the Master Plan, which will lead to increased efficiency. Chairman Famili stated that if the project is claiming efficiency as a primary goal, the efficiency gains must be tangible, noting each budget cycle the Authority is adding more staff. He also commented that it is important for the Authority to gather customer service metrics to support key stakeholders, and asked if this is included in the project. Chris Moughan stated that improving customer responsiveness and gathering metrics around customer service delivery is one of the key options to be covered in the Master Plan.

Jeff Morgan asked if the staff is concerned about artificial intelligence (AI) and how the Master Plan will address it. Ben Cownie from Black & Veatch was present and provided comments noting that Master Plan will provide detail of the system integrations that will support the effective use of AI.

Kevin Baker commented that he would like to see checkpoints along the way to make sure the project stays on track, as technology programs can expand rapidly without careful project management. Stephen Boone reviewed the checkpoints included in the project proposal, noting that the conclusion of the Current State Assessment and Gap Analysis would be a good time to reconvene and share results with the Board.

On a motion by Jeff Morgan, seconded by Linda Rosenfeld, the Board approved the Capital Project Authorization: Digital / IT Master Plan in the amount of \$425,084.00 which includes the Professional Services Authorization to Black & Veatch in the amount of \$395,084.00 (6-0). Sean Ziller abstained.

Suburban Division – Industrial Pretreatment Plant Master Plan

Liesel Gross said the discussions continue with both the County of Lehigh and Upper Macungie Township regarding upfront contributions toward the project to upgrade the Authority's Industrial Pretreatment Plan. She is also pursuing federal funding through the offices of Representative Mackenzie, Senator Fetterman and Senator McCormick, and has received letters of support from the County and Township for these grant applications. Due to the time sensitive nature of the decision-making about this project, she will provide the Board with updates at each future Board meeting.

MONTHLY PROJECT UPDATES / INFORMATION ITEMS

Liesel Gross reviewed the March report and noted that the only items on the March 23rd meeting agenda are the monthly Financial Statements and System Operations report. Depending on the status of the Pretreatment Plant update, that meeting may be canceled. She highlighted two projects in the report that are in project closeout phase.

STAFF COMMENTS

None.

SOLICITOR'S COMMENTS

None.

PUBLIC COMMENTS / OTHER COMMENTS

None.

BOARD MEMBER COMMENTS

Ted Lyons asked if the Authority is applying for federal grants for the Pretreatment Plant. Liesel Gross said she is pursuing federal funding through the offices of Representative Mackenzie, Senator Fetterman and Senator McCormick, and that funding would come through the Clean Water Revolving Fund.

EXECUTIVE SESSION

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

ADJOURNMENT

There being no further business, the Chairman adjourned the meeting at 12:36 p.m.

Linda A. Rosenfeld
Secretary