

## **REGULAR MEETING MINUTES**

### **March 9, 2020**

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The Regular Meeting of the Lehigh County Authority Board of Directors was called to order at 12:00 p.m. on Monday, March 9, 2020, Chairman Brian Nagle presiding. Other Members present at the commencement of the meeting were: Linda Rosenfeld, Jeff Morgan, Richard Bohner, Ted Lyons, Scott Bieber, and Amir Famili. Norma Cusick was on the conference phone for the duration of the meeting. Authority Staff present were Liesel Gross, Chuck Volk, Ed Klein, John Parsons, Andrew Moore, Susan Sampson, Chris Moughan, Todd Marion, Phil DePoe, and Lisa Miller. Solicitor Michael Gaul was also present.

Chairman Nagle announced that today's Board meeting is being videotaped and streaming live and recordings will be posted to the Authority's website.

Chairman Nagle also announced that the Board received their packets prior to the meeting.

#### **REVIEW OF AGENDA**

Liesel Gross stated she has items to discuss under Staff comments and there will be an Executive Session at the end of the regular meeting to discuss two matters of potential litigation.

#### **APPROVAL OF MINUTES**

##### **February 24, 2020 Regular Meeting Minutes**

On a motion by Richard Bohner, seconded by Linda Rosenfeld, the Board approved the minutes of the February 24, 2020 Board meeting as published (6-0). Scott Bieber and Jeff Morgan abstained.

#### **PUBLIC COMMENTS**

None.

#### **ACTION AND DISCUSSION ITEMS**

##### **Preliminary 2021-2025 Capital Plans – Revised Allentown Division sheets**

Liesel Gross noted that the public comment period for the 2021-2025 capital plans ends on March 11, 2020. Any comments received will be compiled and discussed at the next Board meeting on March 23, 2020.

Chuck Volk reviewed the minor revision to the unfunded projects in the draft Allentown Division Wastewater capital plan. The Kline's Island Wastewater Treatment plant boiler and heating systems replacement and upgrade project was previously indicated to be an unfunded project but was captured in the General Improvements category. Due to recent review with the design engineer regarding the scope of work required, the project has been revised and now categorized as an unfunded major capital improvement project due to increased estimated cost. The revision has been reviewed with the City Compliance office. The unfunded General Improvement project category was also revised to remove the previous scope of the boiler replacement project.

##### **Emergency 36" Transmission Water Main Repair & Valve Replacement Memorandum**

John Parsons explained the emergency that occurred on February 17, 2020 where a leak to the 36" transmission water main at North 17<sup>th</sup> and Turner streets was discovered. In order to make the repair, the 36" line had to be shut down. During the isolation, two valves broke. Because of the location of the break and the size of the pipe involved, the repairs were outside of the capabilities of LCA equipment and crews, therefore requiring an emergency declaration. Mr. Parsons is asking for approval of the emergency declaration retroactive to the date of the transmission main break and covering the cost of the repair in the amount of \$119,972.36.

On a motion by Linda Rosenfeld, seconded by Jeff Morgan, the Board approved the Emergency Declaration in the amount of \$119,972.36 (8-0).

John Parsons stated that discussion needs to happen regarding the frequency and method of exercising large valves in the system. Liesel Gross commented that the project was well coordinated between the various operating groups.

### **Allentown Division – Sanitary Sewer Collection System: I&I Source Reduction Program Plan (Year 1)**

Phil DePoe described the project overview for Year 1 of the Allentown Division I&I Source Reduction Improvements. Accordingly, Kleinfelder recently completed the design documents for the pipes to be rehabilitated, including heavy cleaning and full cured-in-place pipelining (CIPP). The pipelining follows ASTM recommendations. Mr. DePoe is asking for approval of the Capital Project Authorization – Construction Phase in the amount of \$600,395.00 which includes the General Construction Contract awarded to Standard Pipe Services in the amount of \$486,695.00 and the Professional Services Authorization to Kleinfelder in the amount of \$88,700.00.

On a motion by Ted Lyons, seconded by Linda Rosenfeld, the Board approved the Capital Project Authorization – Construction Phase in the amount of \$600,395.00 which includes the General Construction Contract awarded to Standard Pipe Services in the amount of \$486,695.00 and the Professional Services Authorization to Kleinfelder in the amount of \$88,700.00 (8-0).

### **MONTHLY PROJECTS UPDATES / INFORMATION ITEMS**

Liesel Gross reviewed the March 2020 report noting there are not many items for the upcoming meeting on March 23, 2020. However, comments to the 2021-2025 Capital Plans will be reviewed and approval of the plans will be sought. Scott Bieber questioned the six Fybr sites for the Watershed Monitoring Program. John Parsons explained that U.S. Geological Survey (USGS) and LCA worked together to determine sites. There was some discussion on the monitoring stations. Mr. Bieber also asked about the flow metering program. Phil DePoe explained the process.

Liesel Gross announced that both the January and February Financial reports will be provided for the March 23, 2020 meeting but Ed Klein will only present details on the February report.

### **STAFF COMMENTS**

Liesel Gross commented on the coronavirus and provided a handout regarding LCA's pandemic / depleted workforce plan which explains guidelines for the workplace. The Authority has a sick policy for employees to use for any illness.

Ms. Gross updated the Board on the sewer capacity plan. A draft of the plan is circulating and ready for public review next week which the Board will receive a copy of. The draft outlines a plan for

development of the long term Act 537 plan. The draft plans will go to the Planning Commissions of local municipalities and will be required to be approved by Resolution. Since LCA is not an official municipality we are not required to provide comments or a resolution but if the Board feels they want to do so, they may. Phil DePoe added that the planning commissions have a 60 day comment period, then a 30 day public comment period, and after that resolutions can be adopted for a September submission date to DEP.

Liesel Gross provided an update on the status of the strategic plan and provided a handout of the process and timeline. The goal is to have the strategic goals and 2021 plans align with the 2021 budget process. Ms. Gross said she will be going out for proposals to providers who perform this type of work and welcomes any comments.

Chairman Nagle announced Board member training is available from PMAA.

### **SOLICITOR'S COMMENTS**

None.

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

Chairman Nagle called a recess at 12:55 p.m. The meeting reconvened at 1:07 p.m.

An Executive Session was held at 1:07 p.m. to discuss matters of potential litigation.

The Executive Session ended at 1:53 p.m.

### **ADJOURNMENT**

There being no further business, the Chairman adjourned the meeting at 1:53 p.m.

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Richard H. Bohner  
Secretary