



Elizabethtown Regional Sewer Authority Minutes

November 13, 2018

The Elizabethtown Regional Sewer Authority (ERSA) met at 6:30 PM at the public meeting room located at 235 Ersa Drive, Elizabethtown, PA with the following members in attendance: Ken Shaffer, Roger Snyder, Dave Lewis, Dave Sweigart, Rick Erb and Al Sollenberger. Also present were Nick Viscome, George Alspach, and Byrne Remphrey.

It was motioned by Snyder, seconded by Sollenberger to approve the minutes of the October 9, 2018, meeting. Motion carried.

Unfinished Business

- A. Nick reviewed changes to the draft of the 2019 budget and told the group that the two largest numbers are still being studied. He then led the group through two topics of discussion:
 1. Sewer rates: Presented increase in residential rates for both Townships and commercial rates. The Board decided that equalizing commercial rates was a priority. Right now residential rates are equal (\$145.00 per quarter). If we increase \$5.00 per quarter to \$150.00 per quarter it would result in a 3.44% increase. The Board accepted that figure. Currently, there is a split between Mount Joy Township (\$10/1,000) and West Donegal Township (\$13/1,000). The Board feels that an increase of Mount Joy Township's rates should not exceed 5%. The Board, in order to come towards equalization, increased Mount Joy Township's rates to \$10.50/1,000 gallons and leave West Donegal Township rate alone.
 2. With regard to Health Insurance, the Board decided to change plans from the current Blue Cross Plan (14.5% increase) to the Highmark Premier Balance PP500 a projected increase 6.9% compared to the current plan. Nick will make the switch.
- B. Nick and George recounted the meeting they had with Jill Nagy and Scott Sweigart from the Metropolitan Development Group. The group is currently suing the Authority. Nick and George discussed what a change in billing metered (flat rates vs metered rates) would look like. George and Nick said that the Attorney Jill Nagy has not provided any of the information that she promised. Nick and George will update the Board as information becomes available.
- C. Nick, Byrne and George discussed the proposed sewer agreement with the Elizabethtown Borough. All there felt that ERSA's information and flows have been included in this new agreement. Questions regarding the term of the agreement came up and whether it needed a term or expiration date. Following discussion, it was concluded that ERSA is better off if the agreement does not have a term or sunset provision.

It was motioned by Sweigart, seconded by Shaffer to approve the sewer agreement between the Borough and ERSA. Motion carried.

New Business

- A. Nick showed a sketch plan for a proposed Auto Zone building on South Market Street. This building is located in Elizabethtown Borough and will be a Borough customer but the store wants to hook up sewer to ERSA service line. The store will pay the tapping fee to us. The question was "Does a single lot pay the special Miller Road pump station upgrade fee of \$5,238.00, plus the tapping fee." The Board decided that the developer must pay the special fee plus the tapping fee.
- B. The owner of an eight acre lot on Cassel Road intends to divide the land into three lots with the existing structure occupying one of the three lots. He has asked if the Authority will require him to connect to the public sewer. The lots are 500-600 feet from the public sewer. The requirement to hook up to the sewer would have to come from the Township. However, the Board decided that Nick should contact the Township and tell them that ERSA does not have a desire to require a sewer connection.
- C. George discussed the post mark rule. He said if a customer can prove by a postmark that he/she sent a sewer payment with in the due date, that person will not have to pay a late charge. The Authority cannot be responsible for keeping every envelope that arrives.
- D. **It was motioned by Sweigart, seconded by Shaffer to reduce the Stoney Brook letter of credit (D007631) by \$97,630.50. This will leave \$32,543.50 which represents 25% of the original agreement. Motion carried.**
- E. Nick told the Board that ERSA's new website is about to go live. Once it does, he will send the link.
- F. An engagement letter from Phil Rudy was discussed. He proposed to perform an audit for 2018 for \$9,900.00. Nick said that he paid \$11,200.00 last year. Nick will look into this question.
- G. **It was motioned by Sweigart, seconded by Snyder to approve a lease agreement for a new folding machine for 36 months lease term at \$179.99 per month. Motion carried.**

Engineer Report

Byrne handed out a schematic of the Bossler #1 station improvements. Byrne told the Board that he is looking to cost out the improvements. A meeting with the developer of Bishop Woods to discuss the station upgrade is scheduled for early December. Byrne also covered

- Moving of the shed which was built at Bossler #1 station. The board thinks the shed should stay at the Bossler #1 station.

- The connection of 880 North Market Street in to Ironstone's sewer system.

Treasurer Report

Ken discussed the balance sheet and the budget performance report. Incomes continue to be 6% above budget and expenditures are below budget.

It was motioned by Sweigart, seconded by Snyder to approve the treasurer report. Motion carried.

Bills Payable

It was motioned by Sndyer, seconded by Sollenberger to approve the November bills in the amount of \$68,565.18. Motion carried.

The meeting adjourned at 8:00 PM.