



Elizabethtown Regional Sewer Authority Minutes

December 11, 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 were absent. Also present were Nick Viscome, George Alspach, and Byrne Remphrey.

It was motioned by Snyder, seconded by Shaffer to approve the minutes of the November 13, 2018, meeting. Motion carried.

Unfinished Business

- A. Nick presented the final budget for 2019. He told the Board that the two largest line items, sewer rentals (revenue) and WWTP conveyance/treatment (expenditures) have been modified. He also said that he projects an unappropriated balance of \$300,000 this year and \$500,000 after next year. Nick discussed his staff, their accomplishments and possible changes in pay/ bonuses. He also presented a change in dental insurance and vision coverage (27% savings). The Board approved both. Nick went on to discuss the need for a fourth employee. He said that he will discuss this again closer to the summer.
- B. **It was motioned by Snyder, seconded by Sweigart to approve the 2019 budget. Motion carried.**
- C. **It was motioned by Snyder, seconded by Sweigart to approve Resolution No. 2018-2, fixing and changing sewer rental rates for 2019. Motion carried.**
- D. **It was motioned by Snyder, seconded by Shaffer to approve the list of 2019 meeting dates. Motion carried.**
- E. **It was motioned by Snyder, seconded by Shaffer to approve a proposal for White, Rudy & Company to audit the 2018 finances for the Authority for \$9,900. Motion carried.**
- F. **It was motioned by Snyder, seconded by Sweigart to approve CDM Smith's rate schedule for 2019. There is no change from 2018. Motion carried.**
- G. Nick and Byrne discussed the high water experienced at the Nolt Road station. Byrne shared videos of a disconnected lateral and the same lateral fixed and discharge from the backwashing of EAWA's Nolt Road well. The re- gen water is estimated to be 24 gallons per minute and runs for 10-12 hours every day. The Board told Nick that he should be billing EAWA. Steve Rettew will work with EAWA to try and solve this problem.

Engineer Report

Byrne discussed the following topics:

1. Miller Road station upgrade - now that Nick has finished the right of ways, Byrne can move forward with the design, permitting and bidding of this project.

2. Bossler #1 station upgrade – This project is almost ready for DEP approval/permits. The developer of Bishop Woods met with Byrne, Nick and George to get an update on shared costs for this project.

3. Byrne said that the revised plans for Westbrook IV have been submitted.

4. Byrne has also reviewed the construction plans for Auto Zone on South Market Street.

Treasurer Report

Ken went over the profit and loss statement and the revenue and expenditures compared to budget report. Revenues continue to run 6% above budget and expenditures 4% below the budget.

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

Bills Payable

It was motioned by Snyder, seconded by Sweigart to approve the monthly bills payable list in the amount of \$329,574.59. Motion carried.

The meeting adjourned at 8:00 PM.