

# Elizabethtown Regional Sewer Authority Minutes

## April 10, 2018

The Elizabethtown Regional Sewer Authority (ERSA) met at 7:00 PM at the public meeting room located at 235 Ersu Drive, Elizabethtown, PA with the following members in attendance: Ken Shaffer, Rick Erb, Al Sollenberger and Roger Snyder. Also present were Nick Viscome, George Alspach, and Byrne Remphrey. Dave Lewis and Dave Sweigart were absent.

**The minutes of the March 13, 2018 meeting were approved on a motion by Sweigart and a second by Shaffer. Motion carried.**

### Unfinished Business

- A. Phil Rudy went through his 2017 audit of ERSA's funds. Phil said that the Authority is meeting its expenses and debt service with an extra \$300,000 - \$400,000. A discussion of Miller Road pump station occurred. The question to Phil was "how much of ERSA's total funds should be used for capital projects and how much should he borrowed. Phil said he would work on this question following tax season. **It was motioned by Snyder and seconded by Sollenberger to approve the 2017 Audit. Motion carried.**
- B. Nick told the Board that out of 70 applications, Michele, Dave Lewis and he interviewed five candidates. Following the interviews, the committee agreed to offer the job to Andrea Zell. Andrea worked for the Mount Joy Borough in a similar capacity. Andrea began her training last Thursday, April 5, 2018.
- C. Nick and Byrne told the Board that they are working on locating and bidding the manhole on the south side of Maytown Avenue. Once the manhole is installed, a 3" low pressure sewer line can be drilled under Maytown Avenue for its eventual connection to the sewer line the developer of Conoy Crossing will be constructing. Nick will have to meet with the property owner in the next couple of days to confirm the location of the manhole.
- D. Byrne described the status of the Miller Road pump station project. He told the group that we met with PennDOT concerning the route of the outfall and said that he now has a map showing the location of the sewer. He also said that he has about 30% of the pumps/building completed. He will now work on the electrical plan to advance the design. Byrne estimates that the project will cost in the neighborhood of 3-3.5 million.

### New Business

- A. Nick, Byrne and George ran through a series of issues and gave a status report on each one.
- B. New Truck - The truck that the Board approved at the last meeting arrived and has been outfitted. The truck that was ordered a few months ago will be here soon.
- C. Bob Kettering - The development on our adjacent lot is about to start. The developer, Bob Kettering, has submitted all the required paperwork (Developers Agreement and Letter of Credit) and a delivery of materials has been made.

- D. Koser Lots - Nick and Byrne met with the engineer to the 6 lots on Newville Road. In order to serve these lots, a low pressure system with industrial grinder pumps will have to be installed. The developer is assessing whether this development is economically feasible.
  
- E. Borough Sewer Agreement – The amended sewer agreement with the Borough has been reviewed. Byrne handed out a table showing the major connection points into the Borough sewer system. Byrne has adjusted the flows at some of the connection points especially the Miller Road connection point. The chart will be sent to the Borough for inclusion into the agreement.
  
- F. New Website - Nick informed the Board that he told Elizabethtown Area Water Authority (EAWA) that ERSA would hire the firm that EAWA uses to re –do the websites of both Authorities.

#### Engineer Report

Byrne used his written report to discuss a few issues that were not discussed during the meeting.

#### Treasurer Report

Ken Shaffer said that the monthly financial reports will look slightly different once the journal entries are adjusted based on the Audit. As t stands for this month, revenues are 102% of the budget and expenditures are at 87% of the budget. **It was motioned by Snyder and seconded by Sollenberger to approve the financial reports. Motion carried.**

#### Bills Payable

**The monthly bills amounting to \$92,421.89 was approved on a motion by Snyder and seconded by Sollenberger. Motion carried.**

The meeting ended at 8:25 PM.