

# Elizabethtown Regional Sewer Authority Minutes

**March 12, 2019**

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 Sweigart, Rick Erb and Al Sollenberger. Also present were ERSA Manager, Nick Viscome; Engineer, Byrne Remphrey and Solicitor, George Alspach.

**It was motioned by Snyder, seconded by Shaffer to approve the minutes of the January 8, 2019, meeting. Motion carried.**

## Reorganization

**It was motioned by Sweigart and seconded by Sollenberger to appoint Rick Erb as Chairman due to the fact that Dave Lewis relocated and resigned from the ERSA board. Motion carried.**

## Unfinished Business

- A. Viscome described the amount of development that is in the pipeline. He began by discussing 3 separate plans that will flow through the Borough's Radio Road interceptor. Two of these plans have modules submitted to PADEP. We are waiting to see if they are approved by DEP since the Borough is under an action plan for potential hydraulic loading of the interceptor. The 3 plans propose a total of 127 lots.
- B. Viscome discussed the following plans/issues:
  1. He told the Board that the Hoffer tract, located between Shaffer Road and Campus Road may be submitted again.
  2. The Goodwill building will be torn down and a bigger building will be built on the same lot.
  3. Viscome said he understands that the Moose Organization will occupy the VFW property off of Maytown Avenue and that they want to hook into sewer, which was brought across the road for this purpose.
  4. Viscome told the Board that the Woods Edge letter of credit has been in existence since 2010. It was noted that the streets, while finally paved, have not been dedicated. The Board decided to wait until the streets have been dedicated to the Township before releasing the letter of credit.
  5. Stoneybrook Phase II – The Board discussed whether or not they should increase the special assessment per lot from \$5,238.00 to \$7,000.00. The Board decided to wait until the Miller Road project costs are known but telegraph this possible increase in the next developer agreement.
  6. Viscome, Remphrey and Alspach discussed the acceptance of sewers within the Featherton Crossing Phases 2A & 2B. Alspach told the Board that easement agreements need to be developed so ERSA can access the sewer mains. **It was motioned by Sweigart and seconded by Snyder to accept dedication of sewers once Alspach approves the easement agreements. Motion carried.**

- C. Remphrey shared a video of numerous leaks in the Newville Road area sewer lines resulting from January televising. These will be a number of dig-ups this summer to repair the leaks.
- D. Viscome informed the Board that a meter has been installed on the Nolt Road well. The reading for the past month is 168,000 gallons which equals \$1,712.00 per month or \$20,544.00 per year.
- E. Viscome read an on-call policy he developed to amend the personnel policy to address what happens when one of the crew is on call. The proposed policy gives the on call employee one hours pay per on call shift. This accounts for all phone calls and work that occurs when the employee is not called out. Shaffer wanted to have the on call shift defined.  
**It was motioned by Shaffer and seconded by Sollenberger to approve the on call policy once the shift definition is inserted. Motion carried.**
- F. Remphrey explained his memo to Viscome regarding sewage flow for 2018 which were 50% higher last year than 2017. However, in 2017, our flows were 47% of the Borough sewage treatment plant flows
- G.
- H. yet we were only 42% of the Borough total flows in 2018. The Borough's flows for 2018 were also increased significantly due to the wet weather and I/I within the Borough's system.
- I. Viscome asked if the website should contain a statement concerning the residential/commercial rate increases for 2019. The Board thought the statement should be sent to those who question the increase.

#### Engineer Report

Remphrey covered the following topics:

1. The Miller Road upgrade plans were given to Steve Rettew for the office to review.
2. Bossler r#1 – No word from PADEP on the submitted plans and permit applications
3. The Chapter 94 reports are finished and will be sent to the Borough
4. Bishop Woods – Issued a comment letter for Phase 4

#### Treasurer Report

Shaffer discussed progress on the audit and brought up a few issues which have to be resolved. As a result, the financial reports have "draft" marked on them. Shaffer reviewed the revenues and expenditures compared to budget report. After only two months, revenues are running 105% and expenditures are running 98% of the budget.

#### Bills Payable

**It was motioned by Sweigart, seconded by Snyder to approve the monthly bills list for February 12, 2019, in the amount of \$94,548.44. Motion carried.**

**It was motioned by Sollenberger and seconded by Snyder to approve the Bill list for March 12, 2019, in the amount of \$269,913.88**

The meeting adjourned at 7:50 PM.