



Elizabethtown Regional Sewer Authority Minutes

April 9, 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, John O'Connell and Al Sollenberger. Also present were ERSA Manager, Nick Viscome; Engineer, Byrne Remphrey and Solicitor, George Alspach.

It was motioned by Snyder and seconded by Shaffer to approve the minutes of the March 12, 2019, meeting. Motion carried.

Reorganization

It was motioned by Snyder and seconded by Sollenberger to appoint Dave Sweigart as Vice Chairman. Motion carried.

It was motioned by Snyder and seconded by Sollenberger to approve John O'Connell as Assistant Treasurer.

Unfinished Business

- A. Viscome discussed two proposals for outsourcing payroll services. Hollinger Services for \$1,320.00 per year and Paychecks for \$1,770.00 per year.

It was motioned by Snyder and seconded by Sollenberger to use Hollinger Services for ERSA's payroll services. Motion Carried.

- B. **It was motioned by Sweigart and seconded by Snyder to approve Resolution no 2019-1; Approving on-call rules and compensation pending Alspach's review of the Fair Labor Standards Act. Motion Carried.**

- C. Viscome presented justification for the purchase of a new 2019 F250 4X4 pick-up truck. The truck which is an on lot truck will cost \$44,500.00. The reason that a new truck is needed is that the Chevy truck is used by the mowing team from April to October and that leaves two trucks for three employees.

It was motioned by Snyder and seconded by Sollenberger to purchase a new truck. Motion Carried.

- D. Viscome and Remphrey told the Board that they have reviewed an invoice from PennDOT in the amount of \$30,000.00 for sewer line work in connection with the West Bainbridge bridge work in 2017. This represents 25% of the cost of the sewer work.

New Business

- A. The Board approved a raise for the part time employees from \$13.00/hour to \$13.50/hour.

B. Viscome and Remphrey distributed a price chart for I/I work that has been identified through recent televising. The following work categories are listed below.

1. Dig up and replace sewer line on Turnpike Road from manhole 121-122. Approximately \$50,000.00
2. Manhole work approximately \$5,160.00
3. Lateral lining approximately 30 extended top hat liners \$86,560.00
4. Cured in place pipe lining -2 sections approximately \$59,942.00
5. Point repairs- CIPP approximately \$10,400.00

It was motioned by Shaffer and seconded by Snyder to bid items 1 (Dig up crushed sewer line) 3 (lateral lining for 30 laterals) and 2 (manhole work). This work will cost approximately \$141,720.00 bidding/specifications cost. Motion carried.

Engineer Report

Remphrey reviewed his written report and discussed the Miller Road station expansion, Bossler Road No. 1 pump station improvements, the Koser building proposal and the Borough Chapter 94 report.

Treasurer Report

Shaffer reviewed the profit and loss statement and the revenues and expenditures compared to budget report. As in previous months, revenues are running 3% above budget and expenditures are 7% below budget.

Bills Payable

It was motioned by Snyder and seconded by Sollenberger to approve the Bill List for the month of April 2019 in the amount of \$119,372.13. Motion carried.

Executive Session

A discussion regarding personnel was held. No action was taken.

The meeting adjourned at 8:15 PM.