

# Elizabethtown Regional Sewer Authority Minutes

**March 10, 2020**

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: Rick Erb, John O'Connell, Al Sollenberger, Dave Sweigart and Roger Snyder and Ken Shaffer. Also present were ERSA Manager, Nick Viscome; Engineer, Byrne Remphrey and Solicitor, George Alspach.

**It was motioned by Sweigart and seconded by Sollenberger to approve the minutes of the February 11, 2020, meeting. Motion carried. Shaffer abstained.**

## New Business

- A. Remphrey handed out a table outlining the I/I proposed for this year. The schedule included I/I work in the Newville area identified last year including extensive manhole work and lateral lining. Remphrey also included some cured in place lining for the area at the Rheems pump stations. Remphrey also told the Board that the area near the Conewago station and the Hershey Road/ Mount Gretna Road need to be investigated. Following discussion, the Board wanted Steve Rettew to televise the area near Conewago station and Hershey Road area. Once the results are known, we can decide how much remediation work to do this year.
- B. Viscome present a two-part proposal for IT services since our current IT firm is no longer in business. The proposal came from Design Data, a 26 member firm from Mount Joy. Viscome said that Design Data just hired the two people from our current firm. These two individuals are the ones that have worked on ERSA's system. The Design Data proposal is listed below:
  - ReThink it – Management of the software and hardware. One time set up fee - \$1,150 and a monthly rate of \$1,150. \$13,800 annually.
  - ReCover it – manages back ups and disaster recovery services. Monthly rate \$155. \$1,860 annually. The Authority will pay \$15,660 per year.

**It was motioned by Sweigart seconded by Shaffer to award the IT contract to Design Data until the end of the year. In January 2021 the contract may be resigned. Motion carried.**
- C. Viscome and Shaffer told the Board that the Audit is essentially complete and that Phil Rudy should be attending the April meeting to present the Audit to the Board.
- D. Viscome, Alspach and Remphrey discussed the possibility of increasing the current tapping fee of \$2,914. The Board received calculations that Remphrey did in January 2018 which showed that the tapping fee at the time could increase to \$3,339. The Board felt that they wanted to raise the fee and go half way between the existing fee \$2,914 and the recalculated fee of \$3,339 which would be \$212. The new

tapping fee would be \$3,126. The Board must pass a resolution in April to make this official. Viscome was asked to write to all developers and advise them of the proposed increase.

- E. Remphrey presented a change order from the Contractor scheduled to upgrade the Bossler #1 station. The change order is a deduction to the contract eliminating the spare parts of the contract. The deduction is for \$11,920.

**It was motioned by Snyder and seconded by Sollenberger to approve the change order (RFC #2) as presented. Motion carried.**

- F. Viscome announced that the Koser plan on Newville Road was officially submitted. The plan involves 5 new residential units, 3 existing units and 2 possible future units. The developer has to pay the current tapping fee plus \$5,000 per lot for capacity development.

#### Engineer Report

Remphrey reported on: Chapter 94 report, Miller Road permits, 3 new generators, Radio Road plan review, Auto Zone and a number of other subjects. With respect to the Radio Road subdivision, it was noted that the plan will require 18 individual hook ups not including the many Borough hook ups on the other side of the street. Remphrey was asked if he felt that the new sections of pipe should be installed to manage the integrity of the line. Remphrey will inform the developer that he needs to install new sections.

#### Treasurer Report

Shaffer reviewed both the January and February financial statements. He explained that the sewer rental numbers will not look quite right compared to budget because the commercial accounts are being collected quarterly compared to monthly collections of years past.

**It was motioned by Snyder and seconded by Sollenberger to approve the financial reports. Motion carried.**

#### Bills Payable

The bills will be ratified after the April meeting.

The meeting adjourned at 7:50 PM.