

Elizabethtown Regional Sewer Authority Minutes

April 14, 2020

The Elizabethtown Regional Sewer Authority (ERSA) met virtually online at 6:30 PM 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 Snyder and seconded by Sollenberger to approve the minutes of the March 10, 2020, meeting. Motion carried.

New Business

- A. Viscome and Shaffer told the Board that they sent the 2019 audit to them in advance so the Board would have time to review the report before Phil Rudy and Shawn Carl present the report in May. Shaffer explained the exhibits that accompanied the audit report and highlighted the management letter which was much better this year than in previous years
- B. Remphrey presented a document that he developed which certifies that Viscome is authorized to sign documents on behalf of the Authority. DEP needs the Authority to process permits for the Miller Road pumping station project. **It was motioned by Sweigart and seconded by Snyder to approve this document. Motion carried.**
- C. Viscome and Remphrey discussed the proposed increase in the Authority's tapping fee. Due to the coronavirus and so many contractors out of work, Viscome and Remphrey advised against the increase at this time. **It was motioned by Snyder and seconded by Sweigart to postpone the increase in tapping fees. Motion carried.**
- D. Viscome and Remphrey discussed a proposal for Envirep TLC to install PS level control upgrades at the Miller Road and Hershey Road pump stations. The current controls in both stations are old and prone to breakdown. Remphrey and Rettew agree that the control panels need to be replaced for a cost of \$30,340. **It was motioned by Sweigart and seconded by Snyder to purchase these control panels through COSTARS. Motion carried.**
- E. Viscome informed the Board that there was a problem encountered on Blue Jay Circle located off of Turnpike Road. The West Donegal Township public works crew discovered road and yard sinkage over the sewer line. The line was televised by ERSA the very next day and it was found to be fine with no leaking. Viscome then wrote John Yoder, West Donegal Township Manager, and said that since the line was found to be in good condition, ERSA is not responsible for trench restoration. John wrote back to say that they were not in agreement with this posture and wanted ERSA to participate in trench restoration.

After discussing this issue with Roger Snyder's input, it was decided to share 50% in the cost of repair by Board concession.

Engineer Report

Remphrey reported on the progress on Bossler #1 station upgrade, permit submissions for the Miller Road station upgrade, the paving of Turnpike Road and the Hershey Run land development plan.

Treasurer Report

Shaffer told the Board that due to his recent eye surgery; he has not been able to go into the office and he noticed a few items on the Revenue / Expenditures compared to budget report that need to be adjusted. He will have Michele Range make these changes and send out an amended report. Shaffer presented the March bills payable list which needed to be ratified as well as the April bills payable list. **It was motioned by Snyder and seconded by Sollenberger to approve the bills list for March in the amount of \$310,115.43 and April bills list in the amount of \$69,027.32. Motion carried.**

The meeting adjourned at 7:50 PM.