



Elizabethtown Regional Sewer Authority Minutes

August 10, 2021

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

It was motioned by Snyder and seconded by Shaffer to approve the Minutes of the July 13, 2021 meeting. Motion approved.

Unfinished Business:

- A. Erik Harman, Ligh-Heigel & Associates, was present to discuss the owner of Sunoco's desire to install a drive through along the side and around the back of the store. There is a 30 foot right of way to the rear of the building. The drive would encroach 5 feet into the right of way and retaining wall (without footers) would need to be built. This would encroach 8-10 feet into the right of way leaving a separation of 12-14 feet to the actual sewer line. The Board discussed this issue and asked about proposed language that would discuss the owner's responsibility with regard to building within the right of way. The Board tabled this until Remphrey can review this issue.
- B. Viscome told the Board that the GASB 2099 report from the Pennsylvania Municipal Retirement System has finally arrived therefore the audit can be completed.
- C. Viscome informed the Board that he and Remphrey met with the Borough and HRG to discuss the latest analysis of the Radio Road interceptor. The purpose of the meeting was to ask us how much capacity we want to reserve in the interceptor. Remphrey and Viscome told the Borough that ERSA believes we already have 200 EDUs of capacity. HRG was told to add 150 EDUs to our existing 200 EDUs. HRG will take these numbers and come back with a price to add to our stated capacity.

New Business:

- A. Viscome received a letter from developer Bob Gruber which stated that he negotiated 5 deals on lots before the tapping fee was increased. This amounts to \$882.00 additional expense for each of the 5 lots. The Board discussed this and decided that they could not support the request.
- B. Viscome discussed the issue of when billing of a lot begins. Currently, we begin billing when the lateral is inspected. Alspach did some research and also reviewed our current rate resolution. Our current policy states "Sewer rates and other charges are imposed upon and shall be collected from the owner of each improved property which shall be connected with the Sewage Collection System, for use of the Sewage Collection System, whether such use shall be direct or indirect, which sewer rates and charges shall commence and shall be effective as of the date of connection of each such improved property to the sewage collection system, and shall be payable as provided herein." ERSA's current practice is similar to

a “ready to serve” fee. The “ready to serve” fee is charged whether or not water or sewer is used by the resident or business to cover maintenance of the systems and cost associated with management of the utility. The use of “ready to serve” is not a unique approach to operating a utility business. Discussion was held on ERSA’s current billing practice. A number of suggestions were offered which Viscome will research. The Board will revisit the issue once Viscome provides his findings.

Engineer Report:

Remphrey’s written report is quoted as follows:

- A. Bossler Rd No. 1 – The contractor executed closeout paperwork. Contractor and pump manufacturer representatives have performed the vast majority of the punch list and change order work. CDM Smith is currently reviewing final O&M manuals and anticipates closeout later this month.
- B. Miller Rd Pumping Station Expansion– CDM Smith is proceeding with the force main design and associated permit applications. As a start, the Authority is in receipt of the PennDOT HOP and PADEP GP-5, WQM and NPDES permits. CDM Smith completed its hydraulic evaluation of the site floodway and resubmitted the application for the Army Corps (ACOE) Joint permit on 5/14/21. CDM Smith was notified by ACOE that they’d be conducting a site visit in July, but no comments have been received to date. In addition, CDM Smith was recently notified by the Pennsylvania Historic and Museum Commission that the Childs property is listed on its register of historic sites. CDM Smith is currently pursuing the possibility of performing a Phase 1 archaeological survey along the proposed force main alignment, pending direction from ACOE. CDM Smith also submitted a package to West Donegal Township in May, which included zoning and code review applications. It appears Township representatives will authorize the project upon receipt of the Joint Permit. CDM Smith prepared a stormwater exemption form and submitted to the Township in early August.
- C. Hoffer Tract – CDM Smith evaluated offsite sewers that would be used to convey flow from the site to the Schwanger Road Pumping Station. CDM Smith finalized the evaluation, which has identified hydraulic bottlenecks along trunk A and issued a memorandum to the Authority and developer’s representatives. ERSA staff, its Solicitor and CDM Smith met with developer representatives on 7/29/21 to begin negotiation of a developer’s agreement, and CDM Smith has since issued information to assist the developer’s engineer with sanitary sewer planning through PADEP.

Treasurer Report:

Shaffer reviewed the Revenues & Expenditures Budget Performance Summary Sheet. For total revenues for the year to date is at 98.4% however our net ordinary income is \$158,421 of our budget which amounts to 121.9%. Our cash position is at \$9,792,642 which is \$1,747,109 over budget largely due to funds that were not spent on the Miller Road Station project.

Bills Payable:

It was motioned by Snyder and seconded by O’Connell to approve the bills payable in the amount of \$155,030.05. Motion carried.

The meeting was adjourned 8:00 PM.