



## Elizabethtown Regional Sewer Authority Minutes

**December 14, 2021**

The Elizabethtown Regional Sewer Authority (ERSA) met virtually at 6:30 PM with the following members in attendance: Ken Shaffer, Al Sollenberger, Dave Sweigart, John O'Connell and Roger Snyder. Rick Erb was absent. Also present were ERSA Manager, Nick Viscome; Solicitor, George Alspach and Engineer, Byrne Remphrey.

**It was motioned by Shaffer and seconded by O'Connell to approve the minutes of the November 9, 2021 meeting. Motion carried.**

### Unfinished Business:

- A. 2022 Budget review - Viscome presented the final numbers for the proposed 2022 budget with the changes reflected in blue. One of the undecided issues was regarding the percentage for cost-of-living increases. Viscome and Shaffer proposed a 5% increase. The Board discussed this and decided to give a 3.75% increase. Viscome will change the budget categories to reflect this change. He also asked the Board for a well-deserved bonus for a member of the staff. **It was motioned by O'Connell and seconded by Sollenberger to approve the 2022 budget with the changes described above. Motion carried.**

### Other Business:

- A. **It was motioned by Sollenberger and seconded by Snyder to approve Resolution 2021-4, establishing sewer rates for 2022. Motion carried.**
- B. Sewer capacity reservation for Hershey Developer Agreement was discussed. Viscome told the Board that he wrongly accepted (without Board authority) a capacity reservation fee from the Hershey Developers. He will be returning the money. With regard to the 1<sup>st</sup> phase of the development, the Board postponed discussion on the developer agreement until the January meeting.
- C. **It was motioned by Sollenberger and seconded by O'Connell to approve the list of investment transactions that were made for ERSA's investments. Motion carried.**
- D. **It was motioned by Shaffer and seconded by O'Connell to approve capacity for the warehouse project cost at 156 W. Harrisburg Ave. Motion carried.** This will result in 20 EDUs which will flow to the Miller Road Station.
- E. Remphrey presented a spread sheet illustrating the cost of tracking a gallon of sewage. Based on ERSA's residential and commercial customers the estimated average usage for an EDU is 187 GPD. Based on Remphrey's analysis, current rates are adequate to recover our cost of conveyance and treatment. The next step is to get EAWA's water meter readings from the multifamily units to see how many gallons are used per unit.
- F. **It was motioned by Sollenberger and seconded by Snyder to approve the renaming of Resolution 2021-1 (Refinancing of Bonds) to Resolution 2021-6. Motion carried.**

### Engineer Report:

Remphrey presented the following report items:

A. Bossler Road No. 1 Pumping Station Improvements

The contractor returned executed closeout paperwork and performed another round of lawn restoration. ERSA staff has issued final payment to PSI. CDM Smith will finalize record plans in the near future.

B. Miller Road Pumping Station Expansion

CDM Smith and ERSA staff met to discuss scope and schedule for finalizing the design and proceeding with bidding and construction of the project. CDM Smith is preparing a proposal for bidding and construction services to present at ERSA meeting.

C. Hoffer Tract

ERSA staff, its Solicitor and CDM Smith attended a 9/16/21 meeting with developer's representatives to further the negotiation of a developer's agreement, and the developer's attorney forwarded a revised draft agreement that will be discussed at the January ERSA meeting.

D. Miscellaneous Development Activity

The Authority was contacted about the possibility of serving commercial development at the former K-Mart parking lot and 2125 Harrisburg Avenue. CDM Smith has coordinated with Elizabethtown Borough and is in the process of preparing an "intent to serve" letter for the project.

ERSA is in receipt of final plans for the Featherton Crossing-Phase 5 project, and the developer provided escrow in early December. CDM Smith has begun its review and will issue comments upon completion. It is worth noting that approval of the 125 EDUs for the Hoffer tract would leave this phase without collection capacity in the trunk sewer tributary to the Schwanger Road Pumping Station.

CDM Smith and ERSA staff met with representatives of the proposed Westmount subdivision that would be located at the intersection of Harrisburg Avenue and Nolt Road along the railroad. As a result of this discussion, the developer has submitted a request for 138 EDUs, which in concept, would be pumped to the Schwanger Road basin via a new pumping station and force main located along Ridge Run Road.

ERSA was recently contacted by representatives of Pennmark regarding potential development of the intersection of Rt 230 and Cloverleaf Road. We understand that a developer's engineer is working on a site layout and conceptual capacity need. In addition,

Pennmark representative forwarded copies of a 2003 sewer capacity agreement with MJTA that referenced the reservation of 57 EDUs at the time.

#### E. Campus Road

The developer's engineer is working on the conceptual layout for the project. Due to the depth of the proposed wet well, the engineer is proposing a submersible design with a split-face block veneer on the generator/control building. CDM Smith provided some feedback to the engineer regarding the layout and those items will be incorporated as design progresses.

#### Treasurer Report:

Shaffer presented his summary of the November 2021 Budget to actual results. From January to November ERSA gained \$275,438 in net ordinary income. It is projected that year end ordinary income will be \$625,189. Cash/investments yielded \$9,647,733 which is \$2,512,600 over the budgeted amount. It is projected that we will end the year with \$9,422,990. **It was motioned by Sollenberger and seconded by Snyder to approve the treasurer's report. Motion carried.**

#### Bills Payable:

**It was motioned by Sweigart and seconded by Snyder to approve the bills payable in the amount of \$1,126,224.67. Motion carried.**

The meeting was adjourned 7:50 PM.