



Elizabethtown Regional Sewer Authority Minutes

January 10, 2023

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, John O’Connell, Dave Sweigart, Al Sollenberger, Rick Erb and Roger Snyder. 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 December 13, 2022 meeting. Motion carried.

Reorganization

It was motioned by Sweigart and seconded by Snyder to nominate John O’Connell as Chairman. Motion carried.

It was motioned by Snyder and seconded by Sollenberger to close the nominations. John O’Connell was elected by a unanimous vote.

It was motioned by Snyder and seconded by Sweigart to approve the following Board appointments: Motion carried.

Secretary	Al Sollenberger
Treasurer	Ken Shaffer
Assistant Secretary	Roger Snyder
Assistant Treasurer	Rick Erb
Vice Chairman	Dave Sweigart
Manager	Nick Viscome
Solicitor	George Alspach
Engineer	Byrne Remphrey
Depository	Fulton Bank

General Business:

- A. **It was motioned by Snyder and seconded by Sollenberger to approve CDM Smith’s rate schedule for 2023 which represents a 2.9% increase. Motion carried.**
- B. **It was motioned by Snyder and seconded by Shaffer to approve the pay application for Anrich in the amount of \$169,733.03. Motion carried.**
- C. Executive Session: Viscome discussed an employee salary with the Board. The result of the discussion was an increase for the employee.

Engineer Report

Remphrey discussed the following:

1. Miller Road Pumping Station – CDM Smith and ERSA staff met with Anrich and Elizabethtown Borough representatives on 12/7/22 to discuss the replacement of the existing terminal manhole and the future operational conditions of the existing force main. CDM Smith will review pricing from the contractor upon receipt, and ERSA staff will approach the Borough regarding a sharing of the cost.
2. 1925 Sheaffer Road – CDM Smith reviewed revised plans for phases 2 and 3 and issued comments on 12/1/22. CDM Smith is also in receipt of a planning module package for phases 2 and 3. In addition, CDM Smith and ERSA staff met with the prospective buyer of the project on 11/7/22 and 11/14/22, and a follow up meeting with the current developer took place on 12/12/22. CDM Smith is preparing a proposal that will be used as part of a developer’s agreement that incorporates the need for the offsite improvements.
3. Turnpike #3 Station – CDM Smith assisted ERSA with an application for H2O funding through the PADCED, and ERSA submitted the application in advance of the December deadline.
4. Bear Creek Estates – CDM Smith reviewed sanitary sewer plans for a 45-lot subdivision at 1319 Bear Creek Road and issued comments. ERSA staff are also issuing a capacity certification letter and coordinating the planning module mailer. ERSA is in receipt of revised plans, which CDM Smith will review shortly. In addition, the developer has formally requested a capacity reservation agreement for the project. **It was motioned by Sweigart and seconded by Erb to authorize Alspach to develop a capacity agreement for 40 EDUs. Motion carried.**
5. The Borough of Elizabethtown is currently reviewing plans for the Market Street Square shopping center, which includes the new commercial stores located in the parking lot area of the former K-Mart. CDM Smith previously coordinated with Elizabethtown Borough and issued an “intent to serve” letter for the project. The developer’s engineer is preparing a Highway Occupancy Permit application related to the proposed service connections.

Treasurer Report

Shaffer reviewed his end of year summary report. Shaffer told the Board that he will tweak a few of the numbers before the report can be finalized. The net ordinary income for the year ERSA ended with \$682,063 surplus which is \$286,880 over budget or 172.5% over budget. Tapping fees came in at 37.4% over budget for a total of \$218,321. Our cash positive is \$9,515,524 which is 53.8% over the budgeted amount of \$6,188,502.

It was motioned by Snyder and seconded by Sollenbergerr to approve the Treasurer report. Motion carried.

Bills payable

It was motioned by Snyder and seconded by Sollenberger to pay the monthly bills in the amount of \$311,279.48. Motion caried.

The meeting adjourned at 8:00 PM.