



Elizabethtown Regional Sewer Authority Minutes

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

It was motioned by Snyder and seconded by Sollenberger to approve the minutes of the September 12, 2023 meeting. Motion carried.

General Business:

1. A number of representatives concerned with the Garner subdivision attended the meeting to support the presentation from Dave Christian who spoke about reasons why the sewer easement for all 12 lots were placed outside of the right of ways on Harrisburg Avenue and Nolt road. Christian explained several reasons why placing the easements within the street right of ways was not feasible. The Board discussed this issue and although several Board members did not like easements on private land, they reached a consensus that they would approve the dedication of easements on the 12 lots. A developer's agreement and improvements guarantee need to be submitted.
2. Viscome and Shaffer presented the first draft of the 2024 budget. As the budget was being presented the Board agreed to continue budget development with the following items: The cost of living will be established at 3%. The health insurance plan will remain the same and with a 7.44% increase. Alspach's quarterly rate will increase by 3%. I/I investigation and remediation will increase in 2024. \$50,000 will be transferred to the vehicle fund for both this year and the next for the eventual purchase of a vac truck. O'Connell suggested a secession plan for ERSA in the event of personnel departures. Viscome told the Board that he has a plan for ERSA to seamlessly move forward in the event of a prolonged absence or departure of an employee. Viscome will provide a document to the Board for review.
3. Viscome explained the Keystone Purchasing Network to the Board. This network is similar to Costars in that the State bids a huge amount of equipment, materials and services for municipalities and Authorities. Viscome said that Lobar has been the low bidder for all types of building services. Steve Rettew, ERSA Operations Manager, and Viscome have a meeting later in the week with the purchasing network to discuss design and construction of the storage building. Viscome will report back to the Board at the next meeting.
4. Viscome gave an update on delinquent account reimbursements and the developers escrow funds. Since August, we have collected \$62,440 in delinquent accounts. With regard to developer reimbursements, we have collected \$42,266 to date. \$21,312 will be collected from Landmark as they will be purchasing land from the Hershey developers as they move forward with 1925 Shaffer Road.

5. **It was motioned by Sweigart and seconded by Snyder to approve CDM Smith’s proposal to organize the Infiltration/Inflow program to form a plan of action to eliminate I/I from several areas of the system. The proposal will cost \$15,860. Motion carried.**
6. **It was motioned by Sweigart and seconded by Sollenberger to approve the meeting dates as presented. Motion carried.**
7. **It was motioned by Seigart and seconded by Snyder to approve Resolution 2023-5: Approving the agreement between Elizabethtown Area Water Authority (EAWA) and ERSA for meter reading services. Motion carried. O’Connell and Erb did not participate in the vote.**

Engineer Report

Minichelli discussed the following:

1. CDM Smith reached out to Dave Christian to discuss the decision made regarding connecting the new sewer laterals and mains to the ERSA system on private property rather than in the right of way. As a follow up, the Authority and CDM Smith received an email from Dave Christian on 10/3/23 detailing the history of the Garner property development. It outlined reasons why the development is connecting to the existing manhole on the Hixon property rather than making a connection to the existing manhole located on Harrisburg Ave. Dave Christian indicated that he would be attending the 10/10/23 board meeting to discuss and answer questions if needed.
2. Miller Road Pumping Station Expansion– Excavation has started on site and all three contractors have started work. PSI (Electrical) reached out to CDM Smith on 10/3/23 and indicated there is an issue with the PPL electrical feed upgrade required for operation of the new pumps. PPL has closed the prior work order placed to keep PPL on notice that a future upgrade would be requested when construction of the new Miller Road PS started. PPL let PSI know that after 2 years of not being contacts, PPL closes the work order. PPL indicated that current recourse is to refile the work order and wait for PPL to be able to preform the upgrade which they estimated at 6 months. CDM Smith is currently reviewing options to expedite the process.
3. GIS Migration – ERSA GIS information is still being updated on ArcGIS online. ERSA record documents have been linked to pipes and structures and open through a Sharepoint site when selected. CDM Sith has been spot checking linked record documents and making corrections as needed. CDM Smith is available for a brief follow-up training session to walk ERSA staff through the new GIS record drawing workflow.

Minichelli presented a report on Miller Road regarding the 10” force main and what to do with this 50-year-old line. He compared improvements to the line versus having the Miller Road Station pumped if there is an interruption at the station. The recommendation is that ERSA move forward with the plan to use Alternative No. 1 – Emergency Truck Hauling of Sewage between the Miller Road Pumping Station and the Elizabethtown Borough Waste Water Treatment Plant in the case of a future emergency or 12” force main shutdown. The cost of upgrading the existing 10” force main alone is significantly more than the cost of two trucked sewage incidents and if the existing 10” force main needs significant rehabilitation like slip in place pipe, the use of the 10” force main as a backup is not considered an economically viable option.

Treasurer Report

Shaffer used his summary report to discuss 9 months of financial activity. A loss of \$133,806 was forecasted for the month of September but we only lost \$62,311 due to slightly better than forecasted revenues amounting to \$23,000 and contributions received on major emergency repairs amounting to approximately \$50,000. ERSA has \$10,108,381 in cash and investments which is \$2,028,171 more than projected.

It was motioned by Snyder and seconded by Sollenberger to approve the Treasurer's report. Motion carried.

Bills payable

It was motioned by Sollenberger and seconded by Snyder to approve the bills in the amount of \$180,968.81. Motion carried.

The meeting adjourned at 8:30 PM.