



Elizabethtown Regional Sewer Authority Minutes

December 12, 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 and Ken Shaffer. Rick Erb was absent. 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 November 14, 2023 meeting. Motion carried.

General Business:

1. Viscome presented the final draft of the 2024 budget. He explained that with income, he generally estimates conservatively. With respect to expenditures, the budget line items remain slightly higher than actual expenditures. Viscome told the Board he would call for approval of the proposed budget later in the meeting.
2. Viscome discussed the proposed storage building. Lobar Associates has given a price to complete the design and construction. The price for the building equates to \$106 per square foot. **It was motioned by Sweigart and seconded by Sollenberger to conditionally approve the proposal from Lobar Associates provided that ERSA receives a formal contract that contains payment and performance bonds and that Alspach approves of the final contract. Motion carried.**
3. Minichelli reviewed the three pay applications in connection with the Miller Road station upgrade. The applications are: Blooming Glen Contractors - \$76,544.15 - Pump Stations (PSI) - \$91,453.50 - Blooming Glen Contractors - \$200,401.51
It was motioned by Snyder and seconded by Sweigart to approve all three pay applications. Motion carried.
4. Viscome updated the Board on the developer escrows. He explained that the owners of the Hoffer tract paid the amount of \$18,312 as well as the new escrow amount of \$3,000. This brings the total developer payments to \$104,344.
5. **It was motioned by Sweigart and seconded by Snyder to approve Resolution 2023-7; Establishing sewer rates and regulations for 2024. Motion carried.** The resolution also allows the Authority to charge commercial businesses that will be using well water for new meters and installation.
6. **It was motioned by Sweigart and seconded by Erb to approve a developers agreement between ERSA, Stoneybrook Developers LLC and Stoneybrook Duplex LLC for construction of Phase 2B which contains 28 single family lots. Motion carried.**

7. Viscome presented ERSA's salary chart for review. He asked for certain increases for staff members. The Board felt bonuses would be better and accepted the figures Viscome proposed.
8. The Board reviewed and authorized a proposal written by O'Connell to be sent to selected law firms to identify a replacement for Alspach when he retires in April of 2024.
9. **It was motioned by Sweigart and seconded by Snyder to approve the 2024 budget with the adjusted salary amounts. Motion carried.**

Engineer Report

Minichelli discussed the following:

1. Hoffer Tract – On 7/20/23 Landmark contacted ERSA and requested an update on scheduling on the required interceptor and indicated that they may be purchasing the development from the current owners (Hershey Developers) in the next 60 days. CDM Smith received Preliminary Plans for Phase 1 of the 1925 Sheaffer Road development on 11/30/23. Greg Schwartz of Williams Site civil let CDM Smith know the current owner of the development is working to finalized Phase 1 of the project prior to transition of ownership. CDM Smith is currently reviewing the plans.
2. Garner Tract – CDM Smith received an updated construction cost estimate from the developers engineer on 10/31/23. The estimate was reviewed by CDM Smith and found to meet the Authority's requirements on 11/22/23. CDM Smith recommends approval of a line of credit in the amount of \$120,824.00 for these improvements.
3. Campus Road – Construction cost estimates for the Campus Road Development were submitted to ERSA and distributed for CDM Smith review on 10/3/23. CDM Smith reviewed and responded with minor comments on 11/8/23. CDM Smith received a revised construction cost estimate on 12/5/23 and is currently reviewing.
4. Stoneybrook – CDM Smith received a construction cost estimate for the Stoneybrook Phase 2B development for review. CDM Smith reviewed the estimate and sent comments back to the developers engineer. A revised construction cost estimate was submitted on 11/13/23 and returned approved with a recommendation for approval of a line of credit in the amount of \$180,060.50 on 11/20/23.
5. 156 Harrisburg Ave – CDM Smith received submittals for sanitary sewer structures on 10/6/23 and returned a reviewed submittal on 10/20/23 with comments. A revised submittal was received on 10/30/23 and is currently under review.
6. Grinder Pump Availability – CDM Smith held a call on 11/13/23 with Duane Gingrich (DMG Building Solutions) regarding limited availability of F.E. Myers grinder pumps. Duane expressed concern that sourcing these pumps was difficult and requested a vendor. Mid Atlantic Pump & Equipment Company was suggested.

7. Miller Road Station –The Elizabethtown Borough WWTP noticed pieces of the interior coating in the plant and alerted the contractor. The contractor investigated and found the coating had not adhered to the bottom of the channels and will be cleaning and reapplied the coating. On 11/30/23, ERSA operations inspected the discharge structure at WWTP and noticed the epoxy coating was separating from the bottom of the structure again. The force main contractor Anrich visited the site and removed the separating piece of epoxy. The epoxy that separated was primarily overspray into the influent pipe. A small portion of the epoxy coating in the discharge structure needs to be repaired. CDM Smith reached out to PPL on 11/16/23 and 11/28/23 and received a return call on 11/28/23. PPL confirmed they have everything needed for the upgrade of the electrical transformer. They did not provide an updated schedule for replacement.

Treasurer Report

Shaffer reviewed his report. With regard to the existing cash and investments, the year to date budgeted figure is \$6,991,871. To date we have exceeded that amount by \$2,568,952 or 30.7%.

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

Bills payable

It was motioned by Sndyer and seconded by Sollenberger to approve the bills in the amount of \$1,258,253.63. Motion caried.

The meeting adjourned at 8:15 PM.