



Elizabethtown Regional Sewer Authority Minutes

July 9, 2024

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 Ken Shaffer, Rick Erb, Al Sollenberger, Roger Snyder and Dave Sweigart. Also present were ERSA Operations Manager, Steve Rettew; Engineer, Abraham King; Solicitor, Jeff Shank; ERSA Manager, Nick Viscome.

It was motioned by Sollenberger and seconded by Snyder to approve the minutes of the June 11, 2024 meeting. Motion carried.

General Business

- 1. It was motioned by Sollenberger and second by Snyder to approve pay application No. 9 for Blooming Glen Contractors in the amount of \$139,804.21. Motion carried.**
- 2. It was motioned by Snyder and second by Sweigart to approve pay application 3R1 for PSI Pumping Solutions in the amount of \$51,322.50. Motion carried.**
- 3. It was motioned by Sweigart and seconded by Snyder to approve change order No. 2 for Blooming Glen increasing their contract price in the amount of \$5,243.31 and extending their contract times by 2 days. Motion carried.**
- 4. It was motioned by Sollenberger and seconded by Snyder to ratify change order No. 2 for PSI Pumping Solutions increasing their contract price in the amount of \$40,855.08. Motion carried.**
- Steve Rettew explained an issue with the neighbor next to the Miller Road project. Based on a recent survey, ERSA cut down 2 trees that were on Jay Heckman's property. ERSA is proposing the following actions: Purchase and install 2 8-10 ft trees, reimburse Mr. Heckman for his survey and regrade the land to reduce the slope. The Board agreed with this action provided Mr. Heckman sign a release to accept the actions. Shank will compose the release.
- King and Rettew attended a meeting with the Borough to discuss the first phase of the Radio Road Interceptor project. This project will cost \$1,137,000. The Borough will fund this project through PENNVEST at an interest rate of 1.77%-2.17% APR. If ERSA wants to help make monthly payments for 20 years, it will cost \$11,00-\$12,000 per month. Shaffer will investigate this proposal and will discuss this at the August meeting. The Borough also discussed the improvements to the treatment plant involving a new SCADA system which will cost ERSA \$273,000.
- Shank discussed two agreements that were drafted and accepted by 1376 Campus Road Associates. The first agreement was the developer's agreement and the second was a capacity reservation agreement where the developer will pay \$159,052.40 to reserve capacity for the future phases of 1B,2,3 and 4. **It was motioned by Sweigart and seconded by Sollenberger to conditionally approve the developer's agreement subject to providing the final plans as the exhibit, submitting plan cover sheets, receipt of the letter of credit for Phase 1A and an escrow amount of \$25,000. Motion carried.**
It was motioned by Sweigart and seconded by Shaffer to approve the capacity reservation agreement for 1376 Campus Road Associates with the same conditions applied to the developer's agreement. Motion carried.
- Viscome discussed the meeting ERSA had with the developers of Bishop Woods. ERSA proposed a sharing cost of the Turnpike Rd #2 pump station expansion project. The proposal was for the developers

to pay \$322,000 and ERSA would pay \$292,000. ERSA applied for a grant for Turnpike #2 which caused a 2-year delay and in turn prices rose from the original proposed amount of \$275,000 to \$322,000. Following the meeting, the developers proposed that they pay the original amount of \$275,000 due to the fact that the delay was not in their control. **It was motioned by Sweigart and seconded by O’Connell to accept the payment of \$275,000. Motion carried.**

9. **It was motioned by Snyder and seconded by Sollenberger to grant 4 additional units of capacity to the Westmount subdivision. Motion carried.**

Engineer Report

King provided a report for June:

1. On 6/10/24, RETTEW and Authority staff met with Elizabethtown Borough to review their upcoming capital projects.
 - a. Radio Road Interceptors Improvements Project - \$2,290,887.00
 - b. WWTP SCADA System Improvements Project - \$273,009.23
 - c. Oak Manor Pump Station Upgrade Project – ERSA share 34.48%
2. Wenger’s Feed Mill – an inspection was completed of the facility on 5/20/24 as part of the industrial discharge permit renewal. RETTEW has prepared a new permit and issued on 6/25/2024.
3. Greiner Industries – CDM Smith received an email from a representative of Greiner Industries on 1/31/2024 requesting to renew their wastewater discharge permit. CDM Smith has arranged for a site inspection and wastewater grab samples from the facility. RETTEW contacted Griener Industries on 2/27/2024 and advised that typically Industrial Discharge Permits are renewed within 180 days of the existing permit expiring and that a site inspection could be scheduled later this year. RETTEW completed an inspection of the facility on 6/4/2024 as part of the industrial discharge permit renewal. RETTEW is preparing a new permit and will issue shortly.
4. Development Plans/Projects
 - A Developers Checklists attached as appendix to the Engineer’s Report and reflects the current status of each developments review.
 - Garner Subdivision – RETTEW and ERSA staff attended a pre-con meeting on 6/12/24.
 - Westmount Subdivision – On 3/11/2024 RETTEW met with ELA Group and ERSA staff to discuss the status of the pump station proposed to be dedicated to the Authority and also review the Authority’s requirements for construction of the pump station. RETTEW received Highway Occupancy Plans and a revised capacity request and will issue a response soon.
 - Meridian Heights Subdivision – RETTEW received construction submittals and issued a response to the contractor.
 - Campus Road Subdivision – RETTEW continued to discuss anticipated lead time issues on equipment related to construction of the sewage pumping station (intended to be dedicated to the Authority) and how it relates to their overall development construction schedule. On 4/24/2024 RETTEW attended the Pre-Construction meeting with Catalyst and the Lancaster County Conservation District. Utility installation is proposed to begin in the next 3-4 months. RETTEW received construction submittals for the collection system and issued a response to the contractor.
 - Catherine Hershey School – RETTEW received preliminary/final subdivision and land development plans for the Catherine Hershey School for Early Learning and will issue a response on 6/25/2024.
 - 50 Veterans Drive – The Authority received a sewer capacity request for a project located at 50 Veterans Drive project and issued a contingent capacity certification to the developer. ERSA staff confirmed 10 EDU’s have already been allocated at this property.

- 156 W. Harrisburg Avenue – RETTEW received a letter of Credit Reduction request for 156 W. Harrisburg Avenue and provided feedback to ERSA staff on 6/26/2024.
- Raffensberger Subdivision – Final Land Development, Subdivision and Lot Add-On plan for phase 1 of the Raffensberger development were issued to Becker Engineering on 5/29/2024 for review. Becker engineering provided a response on 6/26/2024.
- Miller Road – On 6/24/2024 RETTEW attended monthly progress meeting with ERSA staff. An updated schedule was discussed based on delays from last month and the anticipated substantial completion was extended to September 9, 2024 with final completion on October 9, 2024. Updates since last meeting: Holes drilled for PPL poles and poles placed. Mason placed block foundation. PSI completed underground conduit. Flowable fill placed and Valve/Meter Vaults set.
- Turnpike #2 Project – On 6/10/2024, RETTEW and Authority staff met with representatives of Masonic Village to discuss the available capacity in the private trunk interceptor. Masonic Village requested an evaluation of the hydraulic capacity in the interceptor to confirm adequate availability. RETTEW is currently preparing a memo summarizing the evaluation. RETTEW is finalizing the 60% design plan and specification set and will schedule a meeting with ERSA staff to review the project shortly.

Treasurer Report

Shaffer reviewed the first 6 months of the year and said he feels that ERSA is in good financial shape. He told the Board that he had not posted the investments income for the second quarter which will bring us closer to budgeted amounts. With regards to cash and investments for the last 6 months, ERSA has \$9,192,820. The budget reflects \$8,821,143, 4% ahead of budget. **It was motioned by Snyder and seconded by Sollenberger to approve the Treasurer's report. Motion carried.**

Bills Payable

It was motioned by Snyder and seconded by Sollenberger to approve the bills in the amount of \$456,601.95. Motion carried.

Executive Session

The Board discussed legal matters with attorney Jeff Shank. No action was needed or taken.

The meeting adjourned at 8:20 PM.