



Elizabethtown Regional Sewer Authority Minutes

August 13, 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: Ken Shaffer, Rick Erb, Al Sollenberger, Roger Snyder and Dave Sweigart. John O'Connell was absent. 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 July 9, 2024 meeting. Motion carried.

General Business

1. A review of the Borough's Capital Projects were discussed, ERSA is responsible for the following: Radio Road Interceptors Improvements Project \$2,290,887.00, WWTP SCADA System Improvements Project \$273,009.23 and Oak Manor Pump Station Upgrade Project -ERSA share \$34.48%. The Borough has arranged financing through Pennvest. The estimated monthly payment for twenty years will be \$11,730. **It was motioned by Sollenberger seconded by Snyder to pay the monthly fee towards the Pennvest funding option. Motion carried.**
2. Viscome told the Board that he, Rettew and King will meet with Masonic Villages to discuss an agreement with the Villages granting capacity for the expanded Turnpike #2 pump station.
3. It was motioned by Snyder and seconded by Sollenberger to conditionally approve payment #10 for Blooming Glen Contractors in the amount of \$112,513.60. Blooming Glen needs to resolve the recent problems with the valve system in the value vault.
4. The Board discussed the request to provide sewer through a force main to three lots at the intersection of Amosite Road and Poplar Lane. The estimate for this work is \$98,325. Even with a 3-way split involving the residents, ERSA and West Donegal Township, the cost would be approximately \$32,775. The Board did not take action on this matter.
5. **It was motioned by Erb and seconded by Shaffer to approve a sewer connection for a lot located in East Donegal Township at the intersection of Colebrook and Nolt Road. Motion carried. Snyder opposed.**
6. **It was motioned by Sollenberger and seconded by Shaffer to purchase a 2 million dollar (limit) of cyber insurance for 2,220. Motion carried. Snyder opposed.**
7. King explained the I/I analysis that he recently completed. He will prepare a proposal for the September meeting for the next steps to reduce the I/I.
8. **It was motioned by Snyder and seconded by Sollenberger to approve 2025 Minimum Municipal Obligation (MMO) for the Pension Plan. Motion carried.**
9. **It was motioned by Snyder and seconded by Sollenberger to approve payment application for Lobar Associates (storage building) for \$146,960.73. Motion carried.**
10. **It was motioned by Snyder seconded by Shaffer to approve change order 1-3 for Miller Road pumpstation. Motion carried.**

King provided a report for August:

1. Capital Improvement Plan – The Borough Capital Projects were incorporated into the Capital Improvement Plan, and a revised version of the plan was distributed on 8/6/2024.
2. Aberdeen Pumping Station - Pump failure – In early July, Pump No. 2 experienced a recurring seal failure. This pump has been rebuilt several times over the last few years, mostly recently in October 2023 and is recommended to be replaced. The Authority is evaluating the replace of both pumps and controls for cost efficiently and to “refresh” the station. RETTEW is working with Envirep to obtain pricing and determine the design specifications for the station.
3. Utility Strike -Turnpike Road No. 2 Force Main – A utility strike occurred on 8/5/24 on the Turnpike Road Sewage force main due to PennDOTS’s culvert replacement work across Turnpike Road. The sewage spill was promptly reported to the DEP, and a sewage spill report along with a non-compliance form were subsequently submitted. Additionally, because the excavator failed to exercise due care and take reasonable steps to avoid damaging the force main (such as using hand-dug test holes, vacuum excavation, or similar methods), a violation report has been submitted to the Public Utility Commotion (PUC) for review.
4. Miller Road Pumping Station – On 7/29/24 RETTEW attended a monthly progress meeting with ERSA staff. There are no updates to the project schedule, and the anticipated substantial completion date is still scheduled for September 9, 2024 and final completion for October 9, 2024. Updates since last meeting:
 - Mechanical piping between the wet well and valve vault has been installed.
 - The generator pad has been poured, and the generator has been set.
 - Work on the fillets and floors in the wet well has been completed.
 - Some masonry work has continued, but delays in this area are impacting the overall project schedule.Three owner claims remain unresolved, and the Engineer is required to make a determination by 8/19/24.
5. Turnpike #2 Station – On 7/8/24, RETTEW completed a hydraulic evaluation of Masonic’s Interceptor, addressing ERSA’s capacity request for the expansion of Turnpike Road No. 2. Following the evaluation, Masonic issued a draft agreement, and discussions are currently ongoing. RETTEW met with ERSA staff on 7/10/24, to review the 60% design. The design of the pump station is currently on hold until the agreement between Masonic and ERSA is finalized.
6. Development Plans/ Projects
 - Garner Subdivision – RETTEW received construction submittals and issued responses to the contractor.
 - Bear Creek Estates - RETTEW received Final Subdivision and Land Development plans and is working with the developer to ensure that all documents are in order prior to a developer’s agreement being executed.
 - Bishop Woods Subdivision – RETTEW received a request from the developer to reduce the financial security and is coordination with ERSA staff to create a punch list before the facilities can officially be dedicated.
 - Westmount Subdivision – RETTEW received Highway Occupancy Plans and a revised capacity request. Response was issued on 7/19/24.
 - Meridian Heights Subdivision – RETTEW received construction submittals and issued responses to the contractor.
 - Campus Road Subdivision – RETTEW received construction submittals for the pump station and collection system and issued a response to the contractor.
 - Catherine Hershey School – RETTEW reviewed the Preliminary/Final Subdivision and Land Development plans for the Catherine Hershey School for Early Learning and issued a response on 7/24/24. Additionally, the Authority received a sewer capacity request for a new project and a capacity certification has been issued to the developer.

Treasurer Report

Shaffer discussed his summary report. Revenues for July show an increase in revenues compared to budget because Shaffer posted \$82,000 in investment income. He observed that finances continue to be strong with a cash balance that is \$1,335,721 over budget for the first six months of the year. **It was motioned by Snyder and seconded by Sollenberger to approve the Treasures report. Motion carried.**

Bills Payable

It was motioned by Sollenberger and seconded by Snyder to approve the bills payable in the amount of \$163,035. Motion carried.

Executive Session

No session held.

Meeting adjourned at 8:30pm.