



Elizabethtown Regional Sewer Authority Minutes

November 12, 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, John O'Connell, Al Sollenberger, Roger Snyder and Dave Sweigart. Rick Erb 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 October 8, 2024, meeting. Motion carried.

General Business

1. Rettew presented the second draft of the 2025 budget. The final budget will be presented and approved at the December meeting.
2. **It was motioned by Snyder and seconded by Sollenberger to approve the application payment#2 for Miller Road Pumping Station Expansion Project payable to Garden Spot Mechanical in the amount of \$40,680. Motion carried.**
3. **It was motioned by Snyder and seconded by Sollenberger to approve the application payment #3 for Miller Road Pumping Station Expansion Project payable to Garden Spot Mechanical in the amount of \$17,280. Motion carried.**
4. **It was motioned by Snyder and seconded by Sollenberger to approve the application payment #11 for Miller Road Pumping Station Expansion Project payable to Blooming Glen Contractors in the amount of \$64,244.25. Motion carried.**
5. **It was motioned by Sweigart and second by Snyder to approve CO 1-6 for Miller Road Pumping Station Expansion Project for the addition or safety railing around the pump hatch on the wet well. Motion carried.**
6. **It was motioned by Sollenberger and seconded by Snyder to approve an agreement for temporary sewer service for Campus Road Subdivision. Motion carried.**
7. **It was motioned by Sweigart and seconded by Snyder to approve a letter of credit reduction request for Phase 2 & 3 of the Bishop Woods Subdivision. Motion carried.**
8. **It was motioned by Sweigart and seconded by Snyder to approve Resolution 2024-1; LSA Grant Application for Cameron, Colebrook and Nolt Pumping Station Upgrade Project in the amount of \$1,000,000. Motion carried.**
9. **It was motioned by Sweigart and seconded by Snyder to approve Resolution 2024-2; LSA Grant for 2026 Sewer Rehabilitation Project in the amount of \$1,000,000. Motion carried.**
10. **It was motioned by Snyder and seconded with Sollenberger to approve Resolution 2024-3; LSA Grant Application for New Vehicle Procurement in the amount of \$237,133. Motion carried.**
11. **It was motioned by Snyder and seconded by O'Connell to approve Resolution 2024-4; LSA Grant Application for Schwanger Road Pump Station Electrical Improvements in the amount of \$40,960. Motion carried.**
12. **It was motioned by Sollenberger and seconded by Snyder to approve the Bear Creek Developer's Agreement. Motion carried.**
13. King told the Board that the survey of the Miller Road Pump Station Project has been completed.

14. It was motioned by Sweigart and seconded by Snyder to approve the 2025 meeting dates as presented. Motion carried.

Engineer Report

King provided a report for October:

1. Capital Improvement Plan – The Plan has been updated to reflect the most recent cost estimates prepared as a part of the LSA grant application.
2. Inflow and Infiltration Investigation – RETTEW is reviewing the proposal prepared by CSL Services, Inc and developing a project approach to the I/I investigations. This project will focus on the priority drainage basins, including Hershey Road, Bossler Road No. 1, Turnpike Road No.1, Turnpike Road No. 2, Radio Road Metering Chamber and Miller Road.
RETTEW has prepared a proposal for data analysis and to prepare a report based on existing flow data available from each of the drainage basins (through either existing flumes, magnetic meters, or daily pump run hours).
RETTEW has developed standard specification sections for Sewer Cleaning, CCTV and CIPP Lining. Additionally, they proceeded with the I/I investigation and are in the process of preparing a report.
RETTEW submitted the inflow and infiltration study to the authority on 7/31/2024.
RETTEW has prepared a proposal for the 2025 Sewer CCTV inspection project, which will focus on identifying inflow and infiltration (I/I) issues in the areas of Turnpike Road No. 1, Turnpike Road No. 2, Bossler Road No. 1, Radio Road and Hershey Road.
3. LSA Grant Applications – Resolutions for each of the applications have been prepared as a part of the requirements to formally apply for the LSA grant. LSA Grant Applications are being finalized and are to be submitted by 11/30/2024.
4. Trunk A Interceptor Expansion Project– RETTEW is preparing a proposal for this project and working with the Authority’s solicitor to prepare an agreement between the developers for cost sharing of the improvements.
5. 2025 Sewer CCTV Data Evaluation Services – RETTEW is proceeding with the preparation of bidding documents and anticipating having COSTART pricing from contractors to present at the Authority January Board Meeting to line up a spring CCTV inspection.
6. Cameron Street, Colebrook Ave and Nolt Ave Pump Station Improvements – RETTEW reviewed the Preliminary/Final Subdivision and Land Development plans for the Bear Creek Estates and issued a response on 9/20/2024.
7. Bishop Woods Subdivision – RETTEW reviewed the letter of credit reduction request for phases 2 and 3 of Bishop Woods and issued a recommendation for reduction to 10% to be maintained through the 18-month warranty period on 11/6/2024.
8. Westmount Subdivision – RETTEW reviewed the Preliminary/Final Subdivision and Land Development plans for the Westmount Subdivision and issued a response on 10/18/2024.
9. Meridian Heights Subdivision – RETTEW received construction submittals and issued responses to the contractor.
10. Campus Road Subdivision- RETTEW continues to receive construction submittals for the pump station and provide responses to the contractor. RETTEW reviewed the Preliminary/Final Subdivision and Land Development plans for the Phase 1B and issued a recommendation for approval on 11/6/2024.
11. Stoneybrook Phase 4A – RETTEW reviewed the Preliminary/Final Subdivision and Land Development plans for the Phase 4 of Stoneybrook Development and issued a recommendation for approval on 11/6/2024.
12. Miller Road Pumping Station Expansion
Project Coordination Meeting Schedule

Last Meeting: 11/4/2024 at ERSA Office – see meeting minutes in packet. Upcoming Meetings: 11/18/2024 Virtual and 12/2/24

Work Completed: Modifications to Valve Vault have been completed. Wet Well top slab has been recast, and instated. All mechanical piping work has been completed. Pumps and grinder have been installed.

Upcoming: Wet well testing. Delivery of trusses scheduled for 11/15. Site work (Grading, installation of fence, concrete sidewalks, trees etc.). Work on the building is being scheduled following delivery of the trusses.

Pay Applications: Contract No. 1 – Booming Glen \$64,244.25- Pay Application No. 11.

Other:

The work associated with the Valve Vault and Wet Well has been deemed defective under the contract documents, and a claim is being prepared to address the efforts required for resolving these issues.

13. Schwanger Road Pump Station Evaluation – On 9/5/24, RETTEW attended a pre-construction meeting with E.L Heim and ERSA staff to review project requirements. Heim completed the installation on 11/4/24.
14. Turnpike Road No. 2 Pump Station Expansion – Subsequently a revised report detailing the hydraulic evaluation of the Masonic Village Interceptor was issued on 9/24/2024. The design of the pump station is currently on hold until the agreement between Masonic and ERSA is finalized.
15. Garner Subdivision – RETTEW received revised construction submittals for the Garner Subdivision project and issued a response to the contractor. RETTEW and ERSA staff attended a pre-con meeting on 6/12/2024. RETTEW received construction submittals and issued responses to the contractor.
16. Bear Creek Estates- RETTEW reviewed the Preliminary/Final Subdivision and Land Development plans for the Bear Creek Estates and issued a response on 9/20/2024.
17. Bishop Woods Subdivision – Developer completed punch list items on 9/26/2024.
18. Campus Road Subdivision – RETTEW continues to receive construction submittals for the pump station and provide responses to the contractor. On 9/19/2024 RETTEW met with representatives from Catalyst to discuss contingency planning for temporary sewer solutions in case of delays related to the pump station construction. Catalyst provided RETTEW with calculations and sequencing plans for review. RETTEW reviewed the documents and provided feedback to the developer on 9/24/2024.
19. General RV Center – RETTEW reviewed a sanitary sewer exhibit for improvements to the General RV Center Site and issued recommendation for approval to ERSA staff on 9/6/2024.
20. Miscellaneous Development Activity – ERSA received an inquiry regarding the ability to serve a proposed subdivision adjacent to Newville Road, RETTEW subsequently provided a capacity certification for the two EDU's requested.
21. King told the Board that Connoy Township has asked to send flow to the Pioneer Pump Station. The Township engineer also asked if ERSA would consider taking over the Connoy Township Sewer System. This is a complex investigation. King will send the information on the Pioneer Pump Station.

Treasurer Report

Shaffer reviewed his summary report. He felt that we are on target with the budget. Net ordinary income is 122% over budget. Cash expenditures are 116% over projections. Shaffer said that with two months left in 2024, ERSA is in good financial shape.

It was motioned by Sweigart and seconded by Sollenberger to approve the Treasures report. Motion carried.

Bills Payable

It was motioned by Snyder and seconded by Sollenberger to approve the bills payable in the amount of \$775,476.19. Motion carried.

Executive Session

No session held.

Meeting adjourned at 7:45 pm.