



## Elizabethtown Regional Sewer Authority Minutes

**December 10, 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, Dave Sweigart and Rick Erb. 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 November 12, 2024, meeting. Motion carried.**

### General Business

- 1. It was motioned by Snyder and seconded by Sollenberger to approve the 2025 Budget with the addition of 6 months of salary for a new employee. Motion carried.**
- 2. It was motioned by Snyder and seconded by Sollenberger to appoint Steve Rettew as Manager of ERSA. Motion carried.**
- 3. It was motioned by Sweigart and seconded by Snyder to appoint Brock Miller as Operations Supervisor of ERSA under the direction of Steve Rettew. Motion carried.**
- 4. It was motioned by Sweigart and seconded by Snyder to approve a draft agreement between Masonic Villages and ERSA for adding sewer capacity within the Masonic Villages sewer line for the Turnpike No. 2 Expansion. Motion carried.**
- 5. It was motioned by Sweigart and seconded by Sollenberger to approve RETTEW Associates 2025 Professional Service agreement. Motion carried.**
6. A discussion was held regarding a proposal from Design Data for a teams room. Further research will be completed by Rettew.
- 7. It was motioned by Sweigart and seconded by Snyder to approve payment application No. 12 for Blooming Glen Contractors in the amount of \$19,005.30. Motion failed. The Board directed RETTEW to send a prepared letter alerting Blooming Glen's bonding agent that we need to discuss delays on the Miller Road Project.**
- 8. It was motioned by Sweigart and seconded by Snyder to approve C.O 1-7 Miller Road project for the increase paving limits to the driveway, change the type of trees, including three additional tress and change the soffit color. Motion carried.**
9. Shank presented an easement agreement for Jace and Michele Ingham to allow ERSA to enter their property to plant trees. **It was motioned by Sweigart and seconded by Snyder to approve this easement agreement. Motion carried.**

### Engineer Report

King provided a reviewed his report:

1. LSA Grant Applications – All LSA Grant Applications were submitted on 11/27/2024.
2. Trunk A Interceptor Expansion Project– RETTEW has prepared a proposal for this project and working with the Authority's solicitor to prepare an agreement between the developer for cost sharing of the improvements.

3. 2025 Sewer CCTV Data Evaluations Services – RETTW is proceeding with the preparation of bidding documents and anticipating having COSTAR pricing form contractors to present at the Authority January Board Meeting to line up a spring CCTV inspection. RETTEW has prepared bidding documents and contacted companies to request proposals for the 2025 CCTV Inspection project through the Costars program.
4. Cameron Street, Colebrook Ave and Nolt Ave Pump Station Improvements – RETTEW is proceeding with the conceptual design of the Cameron, Colebrook and Nolt Pumping Station. Once the conceptual designs are further developed, RETTEW will coordinate with ERSA staff to schedule a meeting. RETTEW met with ERSA staff on 11/4/2024 to review the conceptual design of the three pumping stations.
5. Miller Road Pumping Station Expansion  
Project Coordination Meeting Schedule  
Last Meeting: 12/2/2024 at ERSA Office – see meeting minutes in packet. Upcoming Meetings: 12/16/2024 Virtual and 1/6/2025, at the ERSA office.  
Work Completed: Roof and trusses have been installed. Mechanical piping in valve vault and meter pit have been coated. Bricklaying on the exterior of the building is ongoing.  
Exterior door installation started.  
Upcoming: Brick facing continued to be placed and should be completed within the next two weeks, barring weather conditions. Shingles to be installed. Drywall and insulation o be completed.  
Exterior Door installation to be completed. Electrical and HVAC work will begin within the next 2-3 weeks. Site work (Grading, installation of fence, concrete sidewalks, trees, etc). Site grading starts 12/6/2024. Tree installation starts 12/12/2024. Reset manhole to grade, coated, tested, ready for start up.  
Change Orders – Blooming Glen no. 7 \$7,394.99. Additional pavement associated with widening the driveway. Modification to soffit color selection (white to black). Change trees from 6’ white pine to 8’-10’ arborvitae, including three additional tress to meet PCSM requirements with additional impervious surface.  
Other – Claim #4 has been submitted to Blooming Glen requesting reimbursement for \$7,792.12 related to the defective associated with the value vault and wet well.
6. Turnpike Road No. 2 Pump Station Expansion – RETTEW will restart the permitting process and will look to have all permit applications submitted by the end of the year. Water Obstruction and encroachment US Army Corps of Engineers joint Permit application submitted on 12/4/2024.
7. Greiner Industries – Greiner’s has completed installation of their inline monitoring of temperature and PH. Their existing permit expires at the end of the year with their new permit effective 1/1/2025.
8. Wenger Feed Mill – On 11/25/2024, Wenger submitted the Q2 Industrial Discharge Report. RETTEW reviewed the documentation and identified several pH exceedances. RETTEW is working with Wenger to address the violation and determine their cause.
9. Lancaster Landfill Waste Management – RETTEW reviewed the leachate analytical report and noted several analytical results missing from the analytical report and effluent violation of 40 CFR Part 445 (Landfills Point Source Category). RETTEW is working with Waste Management to address the missing analytical results and discuss the effluent violations.
10. Developments Plans/Projects –  
2360 Sheaffer Road Subdivision – On 12/2/2025 RETTEW and ERSA staff met with representatives of Landmark to discuss alternative methods for providing sewer service to the proposed 156 EDU subdivision. Subsequently RETTEW received a request for an ability to serve letter and is in the process of preparing a response.  
Elizabethtown Crossings Subdivision – RETTEW and ERSA staff received a request for an initial meeting to discuss alternative methods for provide sewer service for the about referenced subdivision.  
50 Veterans Drive – RETTEW has received the Final Land Development Plan for Sheetz and is currently reviewing it and preparing a response for the developer.

## Treasurer Report

Shaffer reviewed his summary report. He told the Board that November was a relatively uneventful month except for the Bond payments which totaled \$1,064,670. Net ordinary income for 11 months exceeds budget amounts by \$243,284 or 1.36% of budget.

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

## Bills Payable

**It was motioned by Sweigart and seconded by Sollenberger to approve the bills payable in the amount of \$1,378,621.58. Motion carried.**

## Executive Session

No session held.

Meeting adjourned at 8:20 pm.