ELIZABETHTOWN REGIONAL SEWER AUTHORITY
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Elizabethtown Regional Sewer Authority Minutes
August 12, 2025

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: Dave Sweigert, Ken Shaffer, Roger Snyder, Rick Erb, Keith Murphy, Nick Viscome (on phone). Also present were ERSA Manager Steve Rettew, Engineer Abraham King, solicitor Jeff Shank and Bookkeeper Michele Range.

It was **motioned** by Snyder and seconded by Murphy to approve the minutes of the July 8, 2025, meeting. Motion carried.

General Business:

1. It was **motioned** by Snyder and seconded by Murphy to approve reduction request No.1 for Campus Rd Phase 2 by $121,498.30. Motion carried.
2. It was **motioned** by Snyder and seconded by Shaffer to approve reduction request No.3 for Campus Rd Phase 1A by $18,799.00. Motion carried.
3. Shank summarized all documents related to dedication of the Pump Station and force main at Klein Mills, including a title commitment and changes to the bill of sale and dedication agreement. It was **motioned** by Snyder and seconded by Murphy to approve Klein Mills documents. Motion carried.
    a. Bill of Sale
    b. Deed of Dedication
    c. Dedication Agreement
    d. Agreement providing for grant of sewer easement
    e. Agreement for parcel ID numbers
    f. Maintenance Agreement
4. Rettew presents the need for a new CCTV truck to handle infiltration and preventive maintenance. Rettew explains the cost benefits of owning a CCTV truck compared to hiring external services. Rettew discussed 2 proposals provided. It was **motioned** by Snyder and seconded by Murphy to approve the CCTV truck proposal from Golden Equipment Company for $309,300.00.
5. Rettew proposes seal coating the main office, including painting lines and filling cracks. Sweigert expressed concern about long-term benefits of seal coating versus new asphalt. It was **motioned** by Murphy and seconded by Snyder to approve RS Asphalt proposal for crack caulking and paint lines for the main office. Parking lot sealant was tabled until next year. Motion approved.
6. No motion was given for seal coating/patch work for Bossler #2. This item has been budgeted for next year with capital improvement plan.

Reports:

Engineer:

King provided and reviewed his engineer report as well as an update on Miller Rd and Nolt Rd. Also discussed were the following:

a. update on the capital improvement plan and coordination with local representatives for grant applications.
b. Emergency repairs on Harrisburg Avenue and Scott Avenue, including submission of permit for restoration work

Treasurer:

Shaffer discussed the financial reports, highlighting the budget variances for net ordinary income, tapping fees, and administrative expenses. Shaffer also explained the impact of emergency charges and the over-budget capital projects on the financial report. Range provided an update on past-due collections, including total amount collected and the largest outstanding balances. Board discussed the effectiveness of collection efforts and potential for filing liens on unpaid accounts.

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

It was **motioned** by Snyder and seconded by Murphy to approve the bills payable in the amount of $287,724.02. Motion carried.

Regular meeting was adjourned at 7:31pm.

Executive Session:

Discussion held by Shank and Rettew regarding resolution with Blooming Glen.
The board acknowledges the efforts of the operations team in handling various projects and emergencies.

It was **motioned** by Snyder and seconded by Murphy to adjourn the meeting at 7:45pm. Motion carried.