



ELIZABETHTOWN REGIONAL SEWER AUTHORITY

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Elizabethtown Regional Sewer Authority Minutes September 9, 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. Also, present were ERSA Manager Steve Rettew, Engineer Clayton Bubeck, solicitor Jeff Shank and Bookkeeper Michele Range.

It was **motioned** by Snyder and seconded by Murphy to approve the minutes of the August 12, 2025, meeting. Motion carried.

General Business:

1. It was **motioned** by Snyder and seconded by Murphy to approve Rettew's Amendment No. 4 for the Turnpike Rd No. 2 Pumping Station expansion project in the amount of \$124,400.00. Motion carried.
2. It was **motioned** by Snyder and seconded by Viscome to approve Change Order 2-03 for Miller Rd Pumping Station expansion project with PSI Pumping Station. Motion carried.
3. It was **motioned** by Viscome and seconded by Snyder to approve the Application for Payment #8 for Miller Rd Pumping Station Expansion Project payable to PSI Pumping Station in the amount of \$25,628.12. Motion carried. This is the final payment to PSI Pumping Station.
4. Shank discussed the review and modification requests done by Jill Nagy. It was **motioned** by Snyder and seconded by Murphy to approve Change Order 1-12 for Miller Rd Pumping Station Expansion project with Blooming Glen Contractors.
5. It was motioned by Snyder and seconded by Viscome to approve the Application for Payment #13 for Miller Rd Pumping Station Expansion Project payable to Blooming Glen Contractors in the amount of \$265,127.50. Motion carried.
6. It was motioned by Snyder and seconded by Murphy to approve SA Way for paving on Harrisburg Avenue and Scott Avenue in the amount of \$10,763.22. Motion carried.

Reports:

Engineer:

Bubeck provided and reviewed his engineering report as well discussing the following:

- a. RETTEW and ERSA staff met with State Representative Tom Jones to discuss and build support for the various grant applications submitted. There are currently 8 grants under review.
- b. RETTEW has prepared an update to the Authority's 10-year Capital Improvement Plan and circulated it to ERSA staff for review and comment. In addition, RETTEW and ERSA staff met with Chris Gibbons of Concord Public Finance to review the Authority's upcoming capital projects and to evaluate the overall financial health of the Authority.

Treasurer:

Shaffer discussed the financial reports, highlighting the budget variances for net ordinary income, tapping fees, and administrative expenses. Shaffer also discussed the meeting with Chris Gibbons and RETTEW and the action to obtain a proposal from Concord Public Finance to conduct a rate study.

It was **motioned** by Snyder and seconded by Viscome 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 \$561,183.04. Motion carried.

It was **motioned** by Snyder and seconded by Murphy to adjourn the meeting at 7:32pm. Motion carried.