



Elizabethtown Regional Sewer Authority Minutes

February 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: John O'Connell, Dave Sweigart, Al Sollenberger, Roger Snyder and Ken Shaffer. Rick Erb was absent. Also present were ERSA Manager, Nick Viscome; Engineer, Operations Manager; Steve Rettew and Solicitor; George Alspach.

It was motioned by Snyder and seconded by Sollenberger to approve the minutes of the January 9, 2024 meeting. Motion carried.

Interviews

1. Jeff Shank, Nikolaus and Hohenadel, made a presentation to the Board discussing his legal career and his experience as a possible replacement for Alspach. Shank has worked locally for over 30 years. The Board asked several questions including possible conflicts of interest. A decision will be made later in the meeting.
2. Abraham King and Steven Siegfried, Rettew Associates of Lancaster, presented their Engineering firm's full-service capabilities to the Board. King previously worked with ERSA at his former employer therefore he is familiar with the ERSA system. He would serve as the point person for ERSA. A decision will be made later in the meeting.

General Business

1. The Board discussed the replacement for the ERSA solicitor. **It was motioned by Snyder and seconded by Sollenberger to hire Jeff Shank as solicitor. Motion carried.**
2. **It was motioned by Sweigart and seconded by Snyder to hire Rettew Associates as ERSA's engineering firm. Motion carried.**
3. **It was motioned by Sweigart and seconded by Sollenberger to approve the payment application #5 for Blooming Glen Contractors in the amount of \$11,907.37. Motion carried.**
4. Alspach discussed the land development plan for Meridian Heights (Hoffer Tract). The developers, Landmark, have not changed the note on the plan regarding the correct capacity available for Phase 1 and have not submitted the improvement guarantee for the first phase. The developer's agreement will not be signed until their conditions are met.
5. Viscome provided the Board with a Fulton Bank Resolution to update for ERSA account signers.

Engineer Report

Minichelli provided a report for January:

1. Meridian Heights – On 2/7/2024 George Alspach asked for confirmation of the approved capacity of the 1925 Sheaffer Road developments Phase 1 improvement. CDM Smith reviewed the number of units/EDU's associated with Phase 1 of the project (124) and the total capacity associated with that many EDU's 29,140 GPD (124 EDU's x 235 GPD/EDU) and confirmed the approved capacity listed on a note on the drawings for 89,300 GPD would need to be changed as it reflected the capacity of all three phases which CDM Smith has communicated with the developer that ERSA existing infrastructure does not have capacity. General counsel for the developer requested the Board's contingent approval of the Phase 1 capacity while they work to get the drawings updated.
2. Koser Subdivision – ERSA received a PA one call requested from a PPL contractor to mark out utilities on Newville Road. ERSA did not perform the utility mark out as the developer process was never completed and ERSA has not yet taken ownership of the to be dedicated sewer system. The developer had failed to submit approved as-built drawings of the new sewer system, which are required for dedication. CDM Smith reviewed the project status and got in touch with the developer's engineer on 1/12/2024. Updated as-builts were received and reviewed and returned with additional comments. Once the engineer resubmits updated as-builts addressing the comments, ERSA will formally take ownership of the Newville Road sewer system.
3. 156 Harrisburg Ave – CDM Smith received an email from the project manager relaying a message from an ERSA operations staff member asking if there were any outstanding submittals required prior to the sanitary connection being made. CDM Smith reviewed the development status and found that piping submittal has not been approved. CDM Smith has a call scheduled with the project manager on 2/12/2024 to answer any questions.
4. Miller Rd- Excavation for the new wet well was completed the week of 1/22/2024 and a concrete base for the wet well installation was poured on 1/26/2024. The wet well was subsequently installed and a survey conducted by the contractor to confirm invert elevations of the sewer system and new structures. The contractors survey showed that the wet wells invert matched the invert shown on the design drawings but was about 6" higher than the surveyed invert of the pipe just upstream of the pump station. The contractors survey conflicted with the design survey and CDM Smith has reached out to the design surveyor for confirmation regarding which values are accurate and the source of any discrepancy. CDM Smith is currently identifying alternatives for ERSA to choose in fixing any pipeline elevation issues that would prevent the influent piping from draining completely.
5. Schwanger Rd – EAWA sent the water main depth of valve measurements to CDM Smith on 1/15/2024. This information will be used to identify the depth of the water main in areas where it crosses the ERSA force main. A contractor is scheduled to dig test pits to identify the depth of force main on 2/14/2024 and provide the depth measurements from grade to CDM Smith. After this information is collected, CDM Smith will evaluate the space between

- each pipeline and determine if further action is required to avoid a force main break similar to the incident on 5/28/2023.
6. I/I Investigation – An inspection schedule has been distributed to ERSA for input. At the January Board meeting, ERSA confirmed they do not have the flow metering equipment or operations staff availability to perform the flow measurement activities outlined in the approved scope of services. CDM Smith has developed an alternative approach to this investigation to achieve the goal of identifying the portions of the collection system suffering the most significant I/I issues and prioritizing more in-depth CCTV based inspections. Because flow monitoring specialty firms typically offer services for a 1-month duration at a minimum, CDM Smith has reduced the number of monitoring sites and increased the monitoring period to maximize the amount of useful data collected for the lowest cost per site monitored. This approach will have the added benefit of being able to quantify the amount of I/I, compared to the previous approach would have been more qualitative. An updated draft proposal reflecting the change in project approach is attached. CDM Smith recommends beginning this flow monitoring work in March 2024 to gather valuable spring precipitation data. An updated proposal is being developed to reflect these changes. CDM Smith's fee for this scope would be similar to the original version. The cost of a flow monitoring company installing 5 meters for 6 to 8 months would be around \$33k to 39K.

Treasurer Report

Shaffer presented the final report for the first month of 2024. He reviewed sections of the Revenue & Expenditures Budget Performance report. Shaffer also said that he has budgeted for capital improvements for 2024 to be \$250,000. This will be adjusted once the capital projects sheet is updated.

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

Bills payable

It was motioned by Snyder and seconded by Sollenberger to approve the bills in the amount of \$146,193.92. Motion carried.

Executive Session

A brief executive session was held to discuss the promotion of an employee. The Board also authorized Viscome and Rettew to begin interviewing potential employees for operations.

The meeting adjourned at 8:30 PM.