

**MINUTES**  
**ELIZABETHTOWN REGIONAL SEWER AUTHORITY**  
**August, 2014**

The Board of the Elizabethtown Regional Sewer Authority (ERSA) met at 7:00 PM in the meeting room of West Donegal Township with the following members present: Keith Murphy, Dan Brill, Rick Erb, Ken Shaffer, and Allen Sollenberger. Also present were: Nick Viscome, Byrne Remphrey, and George Alspach. Dave Sweigart was absent.

The minutes of the July 15, 2014, meeting were approved on a motion by Rick Erb and a second by Dan Brill.

Public Comments

Mark Stanley and the folks representing Donegal Woods, John Smith, and Dave Heisey were present to present to the Board 2 agreements—one between Dave Heisey (Timber Villa) and Donegal Woods and one between ERSA and Donegal Woods. The Board signed the agreement between ERSA and Donegal Woods. These agreements have been discussed for many months. It was motioned by Sollenberger, seconded by Shaffer to acknowledge and ratify the signing of the agreement. Motion carried.

Unfinished Business

- A. Nick discussed the status of the new building. A preconstruction conference was held earlier in the day. Nick distributed a time line for construction as developed by the contractor. Nick discussed the following:
- EAWA waived the need to post an improvement guarantee and waived the tapping fee for water services.
  - Nick has received the final subdivision/land development plan for recording.
  - A zoning permit and UCC permit have been applied for and Nick has asked for a waiver of the \$4,301 zoning permit fee.
  - We need to ask MJTWP when we can move dirt on the site.
  - A meeting with the County Soil and Conservation Service will be held the following day on site.
- B. Nick told the Board that Al, Keith, and Byrne met with Bob Gruber and Ron Rohrer to discuss the Stoneybrook 1B plan consisting of 54 units. The existing agreement with Bob Gruber calls for a total payment of \$1,660,446 in April, 2017. This agreement was for 316 units. Further, the agreement provides that with each lot sold, the developer would pay \$5,238 per lot plus the tapping fee of \$2,370 for a total of \$7,608. It was

agreed that the per lot fee for Bob would not increase before April of 2017. At that time, the Board will have a better idea of the timing for the Miller Road Station upgrade. Bob was alerted that his expenses would increase after 2017.

- C. Since the Summit at Stonemill development is paying the same per lot fees as Bob Gruber, it was agreed that we should meet with the developer (Creekside Construction) to discuss the current agreement and future financial participation for the Miller Road Station upgrade.
- D. Nick distributed a further refined financial forecast. Nick explained many of the assumptions that were integrated into the spreadsheet. Ken Shaffer emailed Nick with several suggestions to improve our forecast and provide additional information. Nick will work with Ken to improve our forecast.

#### New Business

- A. Nick discussed the hourly rate (\$9.00) of our part-time employees and wondered if this rate should be raised. Keith will check with EAWA to learn about the hourly rate paid to their part-timers.
- B. Nick presented a chart showing prepaid sewer tapping fees for both townships. In Mount Joy Township 126 EDUs were purchased and currently there are 125 permits remaining to be issued. In West Donegal Township 10 EDUs were purchased and 8 remain.  
The Board discussed this and decided that ERSA will honor previously purchased EDUs and will give credit for the purchased EDUs. ERSA will not give refunds to developers who previously purchased EDUs.

The Board also discussed its previous policy of exempting 3 or less lots from entering into a developer's agreement and paying per lot fees when applicable. Following discussion, the Board decided that all new lots created will pay the applicable fees. Existing lots will be exempt. George and Nick will develop a written policy for the Board to adopt.

- C. It was motioned by Sollenberger, seconded by Brill to reduce the letter of credit for Featherton Phase 3 by \$70,933.25. This will leave a balance of \$54,133.75. Motion carried.

- D. The Board established a ground breaking ceremony for Wednesday, August 27 at 6:00 PM.

Engineer's Report

Byrne highlighted certain parts of his written report. Byrne is also our point man for the new building project so Byrne explained a number of issues related to the start of the project.

Treasurer's Report

Ken led the Board through the monthly financial reports and we maintain a positive financial picture. Following his report, it was motioned by Sollenberger, seconded by Erb to approve the report. Motion carried.

Ken presented the monthly bills in the amount of \$234,510.04. These were authorized on a motion by Sollenberger and a second by Erb. Motion carried.

The meeting adjourned at 8:20 PM.