

ELIZABETHTOWN REGIONAL SEWER AUTHORITY MINUTES

OCTOBER 8, 2013

The Board of the Elizabethtown Regional Sewer Authority (ERSA) met at 7:00 PM at the West Donegal Township municipal building, 1 Municipal Drive, Elizabethtown, PA with the following members in attendance: Keith Murphy, Ken Shaffer, Al Sollenberger, Rick Erb, Dan Brill, and Dave Sweigart. Also present were Nick Viscome, Byrne Remphrey, and George Alspach.

The minutes of the September 10, 2013, meeting were approved on a motion by Sollenberger and a second by Sweigart.

Public Comments

A gentleman who recently bought a property near ERSA's lot in Rheems was present, but had no comments.

Unfinished Business

- A. Nick brought the Board up to date on the revisions to the land development plan. D. C. Gohn is focusing on the site grading and stormwater management to accommodate our new proposed entrance.
- B. Much of the evening was spent on this issue: the presentation of the 2014 budget.

The budgets were contained in a notebook which had 10 related exhibits/charts. Nick went over the Operating Fund highlighting certain line items. As a result, Nick was directed to:

- include the potential sale of the property as revenue
- exclude tapping fees within the Operating Fund
- remove the expenditure for the land in Rheems

On related budgeting issues, the Board asked Nick to do the following:

- ❖ develop a comparison chart showing the difference between conventional financing vs. paying cash for the new building
- ❖ have the second parcel appraised so a value can be established as an asset

The Board accepted the current contribution for health insurance and a 2% salary increase for 2014.

- a. It was motioned by Sollenberger, seconded by Sweigart to approve Resolution No. 2013-4 fixing sewer rates for 2014. This rate increase will begin January 1, 2014. Motion carried.

New Business

- A. Nick reported that the volume of chlorine analyzer water generated at the Kiwanis well and discharged into ERSA's pump station amounts to 40 gallon per hour. This equates to roughly \$189/month of revenue lost. Nick was directed to work with Mike Skelly to figure out how to measure the flow and begin charging EAWA after the first of the year.
- B. Nick concluded a previous discussion regarding deduct meters. He told the Board that about every restaurant on the system deducts water that does not go into the sewer system by using separate meters.

Engineer's Report

Byrne went through his written report and highlighted a number of issues.

Treasurer's Report

Ken lead the Board through the various financial reports. It was motioned by Brill, seconded by Erb to approve the monthly financial report.

Bills Payable

It was motioned by Brill, seconded by Sollenberger to pay October's bills amounting to \$74,343.66. Motion carried.

Requisition

It was motioned by Sweigart, seconded by Brill to approve Requisition No. 2013-5 to D. C. Gohn Associates in the amount of \$1,920.00. Motion carried.

Meeting adjourned at 8:15 PM.

