

**MINUTES**  
**ELIZABETHTOWN REGIONAL SEWER AUTHORITY**  
**October 11, 2016**

The Board of the Elizabethtown Regional Sewer Authority (ERSA) met at 7:00 PM at the meeting room of 235 Ersa Drive, Elizabethtown, with the following members present: Rick Erb, Dan Brill, Dave Sweigart, Ken Shaffer, and Dave Lewis. Al Sollenberger was absent. Also present were Nick Viscome, Byrne Remphrey, and George Alspach.

*The minutes of the meeting of September 13, 2016 were approved on a motion by Rick Erb and a second by Brill. Motion carried.*

Unfinished Business

- A. George discussed the lawsuit from Water Polo II regarding the method of residential billing as it relates to their apartment buildings. Water Polo is taking the position that the apartments should be billed based on water usage using the meters that are installed. The Board reviewed the engagement letter from Tim Nieman of Rhoads & Sinon spelling out the terms of his firm providing a defense in the lawsuit. *It was motioned by Shaffer, seconded by Brill to accept the engagement letter and authorized Tim Nieman to accept service for this suit. Motion carried.*
- B. Nick discussed the update of the personnel policy provided by special counsel, Dave Keller. Dave provided a copy of the entire policy with the new language inserted and also provided a summary letter outlining the sections he suggest changing. The Board decided to review the changes and discuss them at the November meeting.
- C. Nick told the Board that he and Dave Sweigart crafted an offer to a gentleman who works for the Borough. He already had all of the licenses he needs to run ERSA's system. Nick reported that this gentleman did not accept our offer; instead the Borough changed this person's title and offered him more money. Nick will re-advertise this position.

New Business

- A. The remainder of the meeting was spent reviewing the first draft of the 2017 Budget. Nick presented the Operating Fund as a cash basis—cash in/cash out. Viscome told the Board that we had a good year financially adding over a million dollars to the Operating Fund through land sales, tapping fees, and refinancing the 2010 bond issue. Nick shared how over \$600,000 will be used to start 2017. In addition to the remaining funds

in the Operating Fund. There are several big potential expenditures such as:

- Treatment and conveyance charges (Borough)
- Radio Road Interceptor improvements
- Capital project expenses in 2017

Nick then turned everyone's attention to the sewer rate analysis sheets provided. Presently, all residential units pay \$135/quarter. Following discussion, the Board tentatively decided to increase rates by \$5.00 to \$140/quarter. This will add \$89,156 in revenue.

With regard to the commercial rates, West Donegal Township is charged \$13.00/1,000 gallons over 5,000 gallons. Mount Joy Township rates are \$8.50/1,000 gallons over 5,000 gallons. The Board tentatively decided to increase Mount Joy Township rates from \$8.50/1,000 gallons to \$9.50/1,000 gallons. This should add \$29,675 in revenue.

Nick told everyone he will be trying to get health insurance rates for 2017 and salaries will be discussed in November.

#### Engineer's Report

Byrne said that he sent an email to Nick about the areas of Timber Villa that ERSA will not accept. The Board said they trust that Byrne has outlined the appropriate sections which we will not accept and that the Timber Villa Retirement Board should be contacted with the Board's decision on which sections are acceptable for dedication.

#### Treasurer's Report

Ken reiterated what Nick had said about us making over a million dollars this year and went through the Revenue and Expenditures Compared to Over Budget report. We are right on target with revenues and only 85% of expenditures. However, the conveyance and treatment charges from the Borough are not known yet.

The meeting adjourned at 8:00 PM.