

**ELIZABETHTOWN REGIONAL SEWER AUTHORITY**  
**MINUTES**  
**October 14, 2014**

The Elizabethtown Regional Sewer Authority (ERSA) met at 7 PM with the following members in attendance: Keith Murphy, Ken Shaffer, Dan Brill, Al Sollenberger, Rick Erb, and Dave Sweigart. Also present were Nick Viscome, George Alspach, and Byrne Remphrey.

The minutes of the September 9, 2014 meeting (once corrected by Keith) and the special meeting of September 22, 2014 *were approved on a motion by Sweigart and a second by Shaffer.*

Unfinished Business

- A. Byrne and Nick discussed various aspects of our building project. Previously, we approved change order #2 in the amount of \$18,685.81. Most recently ERSA agreed upon change order #3 in the amount of \$13,253.51. *It was motioned by Sweigart, seconded by Sollenberger to ratify the approval of change order #3. Motion carried.*

There are a number of items (improvements) that still need to be worked out. The two biggest issues are the construction of the bill paying area (Gaye's area) and the conversion from the specified 3-phase electrical service to a single phase service. The original plans collect for 3-phase service which is very costly and will delay the project for months.

The Board again expressed their displeasure with the design of the building. There are numerous aspects of the building that need to be added (by change order) which the Board feels should have been included in the originally designed plan. The Board directed Nick and Byrne to meet with Jim Koppenhaver to discuss these oversights and determine how much more architectural work is needed to complete the project.

Another topic concerning the building was the need for an inspection. *It was motioned by Shaffer, seconded by Sweigart to hire one of Byrne's colleagues to inspect the building up to \$5,000 in total inspection time. Motion carried.*

- B. A request for reduction of the letter of credit for Forino, Co. was tabled until the next meeting.
- C. Nick presented 2 invoices from Jim Koppenhaver. One invoice was for the period 6-1-2014 to 9-15-2014 in the amount of \$6,888.23. *This invoice was approved on a motion by Sweigart and a second by Shaffer. Motion carried.* A second invoice covering the period 9-15-2014 to 10-11-2014 for \$8,968.49 was tabled until Byrne and Nick could meet with James Koppenhaver.

### New Business

The first draft of the 2015 budget was presented by Nick to the Board. Nick went over the highlights of the Revenue (Operating) Fund. Using the beginning year balance, Nick tried to illustrate how much of the Operating Fund should be used for the construction of the building. This decision will be made at a later meeting. Nick also wanted to highlight 2 other areas: a sewer rate analysis and the 2015 changes to ERSA's health insurance.

- Sewer Rates: Nick demonstrated that the Board could maintain its current level of sewer rental income and follow through on its goal of equalizing rates if the rate for West Donegal Township was reduced from \$140/quarter to \$135/quarter and if Mount Joy Township's rate would increase from \$130/quarter to \$135/quarter. The Board agreed with this idea. Nick then discussed the differences in the commercial rates between the 2 townships. It was felt that the commercial rate for Mount Joy Township should increase by \$1.00 to \$7.75/1,000 gallons (over the first 5,000 gallons). George will develop a rate resolution to include these changes.
- Health Insurance: Nick told the Board that the current health plan is scheduled to increase 34%. Nick presented a plan that will not raise premiums for 2015, but has several significant differences. They are:
  - ✓ The deductibles are \$500 for a single and \$1,000 for a family. The current plan has a \$20 co-pay.
  - ✓ The out of pocket maximums per year are \$2,200 for an individual and \$4,400 for a family.
  - ✓ After the deductible is met the plan pays 80% of the cost for illnesses. The current plan pays 100%.

The Board will continue to review the current employee contribution, plans that are offered on Healthcare.gov, and other aspects of the proposed plan.

- Lastly, the Board wanted Nick to get the Operating and Maintenance expenses of other Authority buildings so these expenses can be budgeted.

### Engineer's Report

Byrne was asked about a bypass pump for the Miller Road pump station. Byrne will activate this project so it can be budgeted.

Treasurer's Report

Ken gave his report which he explained was very similar to the financial reports all year. That is revenues are running about 5% ahead of budget and expenses are running about 3% less than budget. *It was motioned by Brill, seconded by Erb to approve the monthly financial report.*  
*Motion carried.*

It was motioned by Sollenberger, seconded by Erb to approve the Bills Payable List in the amount of \$183,245.19. Motion carried.

The meeting adjourned at 9:00 PM.