

**ELIZABETHTOWN REGIONAL SEWER AUTHORITY**  
**MINUTES**  
**June 9, 2015**

The Elizabethtown Regional Sewer Authority (ERSA) Board met at 7:00 PM in their new meeting room at 235 Ersa Drive, Elizabethtown. Present were Keith Murphy, Dave Sweigart, Dan Brill, Ken Shaffer, Al Sollenberger, and Rick Erb. Also present were Nick Viscome, George Alspach, and Byrne Remphrey.

*The minutes of the May 12 meeting were approved on a motion by Brill and a second by Sollenberger.*

Audit 2014 presentation: Phil Rudy presented the Audit Report which he labeled as a “very strong” report. He explained that revenues are sufficient to meet the debt service for the 2 existing bond issues and ERSA is beginning to spin off the extra revenue without using tapping fees to help the Operating Fund meet its obligations. There were few questions for Phil. *When his presentation was finished, the Audit Report was approved on a motion by Shaffer and a second by Sweigart. Motion carried.*

Unfinished Business

- A. Byrne began the discussion of the building project by saying that the final punch list has shrunk from 97 items to less than 10 items many of which are administrative. Byrne also presented Change Order #7 in the amount of \$4,324.67. *It was motioned by Sollenberger, seconded by Shaffer to approve Change Order #7. Motion carried.*

Byrne then presented Pay Application #9 in the amount of \$124,326.67. *It was motioned by Shaffer, seconded by Sollenberger to approve Pay Application #9. Motion carried.* The Board then discussed the amount held until the closeout of the project which is \$76,925.27 which is more than enough to fund the remaining work. Byrne told the Board he would like to have all items completed by the July meeting. Keith expressed his displeasure with the soil pile that was left by the construction. Keith felt that the pile should either be moved closer to the tree line or removed altogether. Keith suggested holding \$26,000 until this work is done. *It was motioned by Brill, seconded by Sollenberger to withhold \$76,925.27 the amount left. Further it was motioned by Sweigart, seconded by Erb to hold funds sufficient to move the topsoil pile or remove the pile and reseed the area. Motion carried.*

- A. Byrne discussed the fact that ERSA has not formally adopted sewer system specifications. Byrne said that a set of specifications has been developed using the best parts of the former West Donegal Township Authority and Mount Joy Township Authority specs. *It was motioned by Sweigart, seconded by Sollenberger to adopt sewer systems specifications. Motion carried.* The Board will follow up with a resolution at its next meeting.
- B. Nick told the Board that staff has been investigating a billing system to take the place of MasterTrak. One system, Muni-Link will charge \$4,000 for the initial set up and \$1,050 monthly. This is a very expensive option. The Board asked Nick to keep researching billing systems. Nick will also meet with EAWA to seek their advice.
- C. Byrne told the Board that he has completed his review of the Bishop Woods Phase 2 plan. Byrne has established an improvement guarantee in the amount of \$158,999. *It was motioned by Ken, seconded by Brill to establish the improvement guarantee of \$158,999. Motion carried.* Nick told them that out of the 31 lots in phase 1A & 1B, 21 lots have been built upon and 2 more have been started. These phases should build out in the next year or two. ERSA still holds approximately \$31,000 in guarantees for improvements within those phases.
- D. Nick told the Board that he and Byrne met with Dave Sweigart who intends to hook Darrenkamps up to public sewer (the Veolia line travels under Rt. 283). Nick told the Board that he and Byrne have calculated the store to need 7 EDUs of capacity. *It was motioned by Brill, seconded by Sollenberger to grant Dave Sweigart 7 EDUs of capacity. Motion carried with Dave abstaining from the vote.*
- E. The Board reviewed a proposal from Todd Smeigh of D. C. Gohn Associates for the completion of an as-built survey in the amount not to exceed \$5,000. To set concrete monuments at nine corner locations will cost \$1,570. *It was motioned by Sweigart, seconded by Erb to accept the proposal for the as-built survey as well as establishing the concrete monuments. Motion carried.*
- F. The Board discussed having an open house for our new building. It was decided that we will have the event this fall. The Board also agreed to have ERSA shirts designed and made.

Engineer's Report

Byrne highlighted a few items in his written report, but had covered most issues during the course of the regular meeting.

Treasurer's Report

Ken highlighted the Revenues & Expenditures Compared to Budget Report. Ken said that we were in the same position as last month. All of the additions/subtractions resulting from the audit have been completed. *It was motioned by Sollenberger, seconded by Brill to approve the Treasurer's Report.*

*It was motioned by Sweigart, seconded by Brill to pay the bills in the amount of \$201,377.29. Motion carried.*

The meeting adjourned at 8:20 PM.