

ELIZABETHTOWN REGIONAL SEWER AUTHORITY
MINUTES
September 10, 2013

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

The minutes of the August 13, 2013, regular meeting and the August 24, 2013, special meeting were approved on a motion by Erb and a second by Brill.

Unfinished Business

- A. Todd Smeigh was on hand to discuss changes to our land development plan as discussed at the special meeting on the 24th and then explained to Steve Gault the following Monday. The Board discussed the new entrance and following discussion arrived at the following conclusions:

- The Board is satisfied with 143 Harrisburg Avenue being the main and shared entrance to ERSA's lot and the lot created by the subdivision.
- It makes sense to "flip" the building design so that the new road links to the public meeting room and the administrative section
- The building location should be shifted closer to the entrance primarily for sixty (60') feet for the garage lot.
- Spaces for the Operations crew should be provided near the garage.

Todd presented a change order for additional services to revise the plan to include the new entrance, a re-working of the drainage and stormwater system and general grading of the site. The change order is for \$6,500. It was motioned by Erb, seconded by Brill to approve the change order for Todd Smeigh to complete the work on the land development plan.

Lastly, Nick told the Board that a resolution is needed to become part of PADOT's electronic permitting system and the resolution (2013-3) will also authorize Nick Viscome to sign permits on behalf of ERSA. This motion was put on the floor by Sweigart with a second by Erb. Motion carried.

- B. Nick distributed an amended draft of ERSA's Continuity Plan. No one had any comments.
- C. Nick discussed the chain of events which occurred when someone calls ERSA's number

after hours. When called a voice comes on the phone greeting the caller, but doesn't instruct the caller to hold the line for another message. If you hold the line, Gaye Clemmer's voice will come on instructing the caller what number to call in an emergency. Nick will work with Ralph Horne (WDT Supervisor) to see if this can be revised.

- D. Nick reviewed 2 letters received from West Donegal Township. The first letter informed ERSA that their share of the sewer trench repair work on Rutts Road came to \$11,290.88. This work was previously agreed upon. The second letter requested ERSA's participation in funding sunken sewer trenches on Miller Road and Crestview Drive. The Board discussed this letter and decided not to participate in the repair of these 2 streets.

New Business

- A. It was moved by Sweigart, seconded by Erb to approve Resolution No. 2013-2 accepting the sewer lines within the Featherton Crossing Phase 1 subdivision. Motion carried.
- B. It was motioned by Sweigart, seconded by Erb to approve and accept the Bill of Sale for Featherton Crossing Phase 1. Motion carried.
- C. It was motioned by Sweigart, seconded by Brill to approve a request by Members First FCU to install a deduct meter on their property used for measuring water used that is not going into the sewer system.
- D. Nick told the Board that he received a sketch plan from Gerald Horst for the Westbrooke IV subdivision/land development plan. The plan contains 276 total units—5 townhouses, 162 duplexes, and 109 single family units.

Engineering Report

Byrne told the Board that he had a chance to review the new building bid package.

Byrne discussed 2 topics: the site work (stormwater, streets, etc.) and the building construction and whether to use Penn Bid, in which case the bid documents would have to be modified.

The Board decided to break this project into 2 different contracts: building contract and

general site work contract. These will be bid separately. The Board also decided to use Penn Bid to bid the project. Byrne will communicate with the building designer regarding Penn Bid.

Byrne also told the Board he has reviewed an amended plan for Stoney Brook Phase 1B. Byrne asked if we should have a sewer agreement with the owner. The Board wants to have an agreement with Stoney Brook's owner/developer.

Treasurer's Report

Ken went over the monthly Revenue/Expenditure report. After 9 months, Revenues are running at 104% of budget while Expenditures are running at 93% of Budget. ERSA remains on stable footing.

Ken presented requisition No. 4-2013 which is:

\$3,501.02—D. C. Gohn Assoc. land development plan
\$18,489.00—James Koppenhaver—engineering services

It was motioned by Sweigart, seconded by Erb to approve this requisition.

Monthly Bills

It was motioned by Sollenberger, seconded by Brill to pay the accounts payable for September amounting to \$195,987.96. Motion carried.

The meeting adjourned at 8:25 PM.