

Dover Township Sewer Authority
2840 West Canal Road
Dover PA 17315

Chairman: Dean Smith
Vice Chairman: John Miller
Treasurer: John Matthews

Secretary: Kevin Hake
Member: Michael Husson
Attorney: Christian Miller

Minutes: 1/23/13

Attending Were: D. Smith, J. Miller, K. Hake, M. Husson, J. Matthews (Authority Members) S. Simon (Plant Operator), T. Biese (DTWWTP), C. Hamme (DTWWTP) C. Miller (Attorney), C. Farley (PWD), P. Gross (BH)

Re-Organization Meeting:

Attorney Miller called the Reorganization meeting to order for the year 2013, J. Miller motioned to nominate Dean. Smith as Chairman. The motion was seconded by M. Husson and unanimously approved with 5 ayes.
D. Smith motioned to nominate John Miller as Vice Chairman. The motion was seconded by M. Husson and unanimously approved with 5 ayes.
M. Husson motioned to nominate J. Matthews as Treasurer The motion was seconded by J. Miller and unanimously approved with 5 ayes.
M. Husson motioned to nominate K. Hake as Secretary. The motion was seconded by J. Miller and unanimously approved with 5 ayes.
K. Hake motioned to retain Buchart Horn as the Engineer for the Sewer Authority. The motion was seconded by J. Miller, Motion passed with 5 ayes.
M. Husson motioned retain MPL Law Firm as the attorney for the Sewer Authority. The motion was seconded by J. Miller and unanimously approved with 5 ayes.
D. Smith motioned to close re-organizational meeting. The motion was seconded by K. Hake and unanimously approved with 5 ayes.

Minutes:

J. Matthews motioned to approve the 12/18/12 meeting minutes. The motion was seconded by M. Husson and unanimously approved with 5 ayes.

Engineer's Report:

P. Gross gave an update on the GIS mapping of the collection system. He showed current maps and data that has been collected to date by Buchart Horn.
P. Gross reported that the NDPS permit has been sent to DEP.
P. Gross reported that the Bio Solids permit is due in November 2013, and that Buchart Horn will prepare a proposal to draft and prepare the permit.

Treasurer's Report:

J. Matthews reported on the status of the Authority's bank accounts.

Plant Operator's Report:

S. Simon handed out the Monthly Operations & Maintenance Report for December 2012. The report is incorporated herein by reference. Notes of such report are as follows:
The average daily flow for December 2012 was approximately 4.336 MGD.
S. Simon handed out a proposal to perform a Complete System Upgrade and Full Service Maintenance Services for existing Honeywell EBI building management system, submitted by Dynatech Controls, Inc. The Authority generally discussed the proposal and the

needs/requirements for the building management system. After the discussion, S. Simon stated she will work on obtaining more pricing/proposal options to review.

Sewer Chief Report:

C. Hamme handed out a Collection System Report for December 2012, which is incorporated herein by reference. C. Hamme also provided an update of the collection system, and a short discussion on the same followed.

New Business:

No New Business

D. Smith requested an Executive session to discuss ongoing litigation against Pro Electric; the executive session began at 8:00 PM. The Executive session ended at 8:25 PM, and the regular meeting was reconvened.

Being no further business, the meeting was adjourned at 8:30 PM.

Next Meeting Date:

2/27/12 at 7:00 PM

Respectfully submitted,
Kevin Hake
Secretary