

Dover Township Sewer Authority
2840 West Canal Road
Dover PA 17315

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

Secretary: James Theisen
Member: Robert Stone
Attorney: Christian Miller

Minutes:1/25/2017

Attending Were: J. Matthews, R. Stone, J. Miller (Authority Members), T. Biese (Plant Asst. Superintendent), S. Simon (Plant Superintendent), C. Miller (Solicitor), P. Gross (Engineer), C. Hamme (Sewer Chief), and M. Fleming (Public Works Director).

Re-Organization Meeting:

Attorney Miller called the 2017 Re-organizational meeting to order at 7:00 p.m.

J. Miller motioned to nominate D. Smith as Chairman. The motion was seconded by R. Stone and unanimously approved.

J. Matthews motioned to nominate J. Miller as Vice Chairman. The motion was seconded by R. Stone and unanimously approved.

The meeting was then turned over to J. Miller as the elected Vice Chairman.

J. Theisen motioned to nominate J. Matthews as Treasurer. The motion was seconded by R. Stone and unanimously approved.

J. Matthews motioned to nominate J. Theisen as Secretary. The motion was seconded by R. Stone and unanimously approved.

R. Stone motioned to nominate MPL Law Firm, LLP as Solicitor, with C. Miller as its representative. The motion was seconded by J. Matthews and unanimously approved.

R. Stone motioned to nominate Buchart Horn, Inc. as Engineer, with P. Gross as its representative. The motion was seconded by J. Theisen and unanimously approved.

R. Stone motioned to close the re-organizational meeting. The motion was seconded by J. Theisen and unanimously approved. The re-organizational meeting concluded at 7:05 p.m.

J. Miller called the regular authority meeting to order for January 2017 at 7:05 p.m.

Opening/Minutes:

J. Matthews made a motion to approve the December minutes. The motion was seconded by R. Stone and unanimously approved.

Financial Report:

No Report

Engineer's Report:

P. Gross provided an Engineer's Report for January which is filed with these minutes and incorporated herein by reference. P. Gross provided an update on the status of the requisitions. The following new requisitions were submitted by Buchart Horn for payment:

- Requisition 8 (ACNB to TD Bank) in the amount of \$37,524.00 for payment from ACNB's construction account to TD Bank as trustee for the Authority (8th draw from the Construction Account to TD Bank).
- DT-10 in the amount of \$10,384.00 to Buchart Horn for engineering fees for the Misc. Upgrade Project (this is the 10th draw on the 2015 bond fund)

- DT-Electrical-1 in the amount of \$67,927.36 to Robert P. Lepley Electrical Contractor, Inc. for electrical services for the Misc. Upgrade Project (this is the 11th draw on the 2015 bond fund)
- DT-General-1 in the amount of \$293,331.29 to Heisey Mechanical, LTD for general contractor services for the Misc. Upgrade Project (this is the 12th draw on the 2015 bond fund)
- DT-Headworks 4 in the amount of \$14,058.50 to Buchart Horn for engineering fees for the Headworks project (this is the 28th draw on the 2016 bond fund)
- DT-Palomino 10 in the amount of \$7,137.00 to Buchart Horn for engineering fees for the Palomino Interceptor Project (this is the 29th draw on the 2016 bond fund)
- DT-Joint 10 in the amount of \$9,661.50 to Buchart Horn for engineering fees for the Joint Interceptor Project (this is the 30th draw on the 2016 bond fund)
- DT-NOB-7 in the amount of \$6,631.50 to Buchart Horn for engineering fees for the North of the Borough Project (this is the 31st draw on the 2016 bond fund)

R. Stone made a motion to approve the above requisitions for payment. The motion was seconded by J. Matthews and unanimously approved.

P. Gross updated the Authority on the construction work in progress at the plant. P. Gross shared that equipment is being moved in and staged for the centrifuge work. P. Gross supplied and reviewed Gantt charts for the construction projects with the Authority. P. Gross discussed some of the details of the North of the Borough project. Some of the items still in question are a slight adjustment needed in the surveying and the location of the pump station. P. Gross shared the design for the Joint Interceptor project is wrapped up but there is still determination needed on the final size and locations of the right of ways. P. Gross updated the Authority on the Head Works Project sharing that it is still yet to be determined whether or not this project will become a change order or need to go out to bid. P. Gross stated a savings would be associated with the project becoming a change order. P. Gross closed with sharing that the Bio Solids Hauling contract is up for renewal in April and it has been determined that it will go out for bid with a minimum 1 year contract and max of a 3 year.

Treasurer's Report:

J. Matthews reported that all the Authorities accounts are correct and up to date.

Plant Operator's Report:

S. Simon discussed the December Report, which is filed with these minutes and incorporated herein by reference. The average flow for December was 3.12 MGD and no effluent discharge violations for the month.

Sewer Chief Report:

The sewer chief report was provided for December and is incorporated herein by reference. C. Hamme reported DEP's urgency to remove the Dover Sewer from the consent order. C. Hamme continued saying the construction dates just need to be finalized and submitted to DEP and the construction completed in order to have the consent order removed.

Public Works Report:

M. Fleming had no report outside of Executive Session.

New Business:

R. Stone shared that he, on behalf of the Twp., had requested that Buchart Horn provide the Authority and Township with critical path analysis and reports to demonstrate project schedules and timelines. The reports will be periodically updated so the Authority and Township can stay informed on the progress of

the various sewer projects. R. Stone also reported on a discussion with Twp. representatives and P. Gross (on behalf of Buchart Horn) regarding best practices for engineering services are complex jobs.

Executive Session:

J. Miller adjourned the regular meeting at 7:40 to enter Executive. J. Miller reconvened the regular meeting at 8:07. The purpose of the Executive Session was to discuss litigation surrounding the Declaration of Taking, as well as real estate acquisition matters related to various easements for the Palimino Interceptor Project.

R. Stone made a motion to approve the revised temporary easement with 2550 Carriage Lane (as approved by the Gaiteris), providing for a 5 foot temp. easement, payment of \$1,000 for damages, and excluding three of the Gaiteris' shrubs from the temp. easement. The motion was seconded by J. Matthews and unanimously approved.

R. Stone made a motion to offer Straley amount provided in the tree appraisal, and that in the event he declined the offer, to authorized MPL Law Firm to move forward with eminent domain proceedings against the property. The motion was seconded by J. Matthews and unanimously approved.

R. Stone made a motion to offer McDaniels \$1,000 as damages for the temp. construction easement, and that in the event he declined the offer, to authorized MPL Law Firm to move forward with eminent domain proceedings against the property. The motion was seconded by J. Matthews and unanimously approved.

J. Miller made a motion to adjourn the meeting. The motion was seconded by J. Matthews and unanimously approved. The meeting adjourned at 8:10 PM.

Next Meeting Date:

2/22/2017 at 7:00PM

Respectfully submitted,
James Theisen, Secretary