

Dover Township Sewer Authority
2480 West Canal Road
Dover PA 17315

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

Secretary: Vacant
Member: Robert Stone
Member: Bob Boyer
Attorney: Christian Miller

Minutes: 12/20/17

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

Minutes:

R. Stone made a motion to approve the November minutes. The motion was seconded by B. Boyer and unanimously approved.

Financial Report:

J. Schlesinger of PFM Financial Advisors reviewed the 2018 capital plans for the Dover Township Sewer Authority. J. Schlesinger provided a summary document reviewing current debt service dated December 20, 2017, which is incorporated herein by reference. Due to some delays of projects, J. Schlesinger will contact ACNB to see if they would extend the loans for additional 3 years. It was decided that J. Schlesinger will contact the Authority in May of 2018 to review our outstanding indebtedness. J. Schlesinger also reported that, due to new regulations, PFM Financial Advisors was required to have an executed Engagement letter on hand. A copy was provided to C. Miller and will be executed, if approved, at the January meeting.

Engineer's Report:

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

- Requisition 20 (ACNB to TD Bank) in the amount of \$213,700.28 for payment from ACNB's construction account to TD Bank as trustee for the Authority (20th draw from the Construction Account to TD Bank).
- DT-Headworks 12 in the amount of \$675.00 to Buchart Horn for engineering fees for the Headworks Project (this is the 76th draw on the 2016 bond fund)
- DT-Joint 20 in the amount of \$24,122.00 to Buchart Horn for engineering fees for the Joint Interceptor Project (this is the 77th draw on the 2016 bond fund)
- DT-NOB 17 in the amount of \$7,878.00 to Buchart Horn for engineering fees for the North of the Borough Project (this is the 78th draw on the 2016 bond fund)
- DT-19 in the amount of \$17,293.50 to Buchart Horn for engineering fees for the Misc. Upgrade Project (this is the 79th draw on the 2016 bond fund)
- DT-Palomino 19 in the amount of \$15,707.50 to Buchart Horn for engineering fees for the Palomino Interceptor Project (this is the 80th draw on the 2016 bond fund)
- DT-Electrical-11 in the amount of \$34,722.81 to Robert P. Lepley Electrical Contractor, Inc. for electrical services for the Misc. Upgrade Project (this is the 81st draw on the 2016 bond fund)
- Brillhart 1 in the amount of \$6,360.00 to the Brillharts for right-of-way consideration (this is the 82nd draw on the 2016 bond fund)

- DT-General-7 in the amount of \$52,988.15 to Heisey Mechanical, LTD for general contractor services for the Misc. Upgrade Project (this is the 83rd draw on the 2016 bond fund)
- DT-General-8 in the amount of \$53,952.40 to Heisey Mechanical, LTD for general contractor services for the Misc. Upgrade Project (this is the 84th draw on the 2016 bond fund)

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

After discussion, it was decided to proceed with the Palomino project. R. Stone made a motion to award the contract to the lowest responsible bidder, being Anrich, Inc. as recommended by Buchart Horn, and was seconded by B. Boyer and unanimously approved.

P. Gross reported that on the Palomino project, Buchart Horn has revised their cost for the field supervision from \$140,000.00 to \$120,000.00. After review, J. Matthews made a motion to approve the contract and it was seconded by J. Miller and unanimously approved.

P. Gross reported that the Misc. Upgrade Project is complete except for some paving work. The remaining paving work will be completed next spring when the Asphalt plants reopen. Buchart Horn will hold final payment until the work is complete.

P. Gross gave an update on the Terra Vista project. The developer has agreed to install a 15" sewer main in lieu of the 12" main.

Paul will have a meeting with the property owners on the North of the Borough project. He hopes to have a decision for the location of the pumping station for next month meeting.

Public Works Report:

No Report.

Treasurer's Report:

No Report.

Plant Operator's Report:

A. Biese discussed the November Report, which is filed with these minutes and incorporated herein by reference. The average flow for November was 3.957 MGD. The Treatment Plant did not have any effluent discharge violations for the month of October.

Sewer Chief Report:

The sewer chief report was provided for November and is incorporated herein by reference.

New Business:

No Report.

Adjournment.

D. Smith adjourned the meeting at 8:27 P.M.

Next Meeting Date:

1/24/18 at 7:00PM

Respectfully submitted,
J. Miller Acting Secretary