

**Dover Township Sewer Authority**  
2840 West Canal Road  
Dover PA 17315

**Chairman:** John Miller  
**Vice Chairman:** Robert Stone  
**Treasurer:** Dave Hogeman

**Secretary:** Bob Boyer  
**Member:** Steve Stefanowicz  
**Attorney:** Christian Miller

**Minutes: 10/23/2019**

**Attending Were:** J. Miller, B. Boyer, D. Hogeman, S. Stefanowicz, R. Stone (Authority Members), T. Biese (Plant Superintendent), C. Jordan (Plant Asst. Superintendent), C. Miller (Solicitor), P. Gross (Engineer), and C. Hamme (Sewer Chief).

J. Miller called the authority meeting to order for October 2019 at 7:00 p.m.

**Minutes:** R. Stone made a motion to approve the August 2019 meeting minutes (there being no meeting in September). The motion was seconded by D. Hogeman and unanimously approved.

**Financial Report:** No report.

**Engineer's Report:** P. Gross provided an Engineer's Report for August, September and early October 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:

- DT-Joint 40 in the amount of \$12,594.62 to Buchart Horn for engineering fees for the Joint Interceptor Project (this is the 170<sup>th</sup> draw on the 2016 bond fund).
- DT-NOB 32 in the amount of \$3,976.30 to Buchart Horn for engineering fees for the North of the Borough Project (this is the 171<sup>st</sup> draw on the 2016 bond fund).

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

P. Gross reported on the status of the Palomino project, stating that the Bog turtle/wetland report with DEP had been approved and a permit issued. DEP required that the Army Corps. Of Engineers be notified. Upon being informed of the different pipe laying method (trenching instead of pipe-bursting), the Army Corps. Requires additional documentation be submitted to approve the new method (likely taken 2-3 months).

P. Gross reported that the DEP permit for the Joint Interceptor/Headworks project had been received, and that a job conference meeting was going to be held the following week to discuss the project. P. Gross anticipated issuing Notices to Proceed to the contractors in the coming days.

P. Gross reported that the HOP permit for the North of the Borough project had been approved with no comment or changes. The Authority generally discussed the project, timeline, and tapping fees/charges related to eventual hook-up by businesses and residents.

**Treasurer's Report:** D. Hogeman's treasurer's report and financial summary for both September and October are filed with these minutes and incorporated herein by reference. D. Hogeman reported that the

requisitions presented by P. Gross earlier were reviewed and were found to be consistent with the Treasurer's records. D. Hogeman also reported on the interest made in the PLGIT prime money market was roughly \$150,000 for the year. D. Hogeman reported that due to falling interest rates, leaving all of the funds in the money market account (with interest rates expected to continue falling) might not be the best choice. D. Hogeman presented a scenario in which roughly \$9.7 million would be kept in the money market to stay liquid, another \$2 million would be put in a fixed rate CD (6 month term) and the balance be put in a fixed rate CD (12 month term). The Authority generally discussed the pro- and cons- of such transactions, discussing heavily the effect of the arbitrage rules, and the fact that a majority of the interest earned would be subject to arbitrage (changing the outlook of "money made"). The Authority decided to table any action until a later date. D. Hogeman also presented an Authorization Form from TD Bank, which would permit TD Bank to unilaterally move its interest payments from the interest account to its account (as opposed to requiring internal approvals from D. Hogeman and Trina). The Authority discussed checks and balances, with D. Hogeman noting that any incorrect transfer would be caught in his monthly review of the finances. S. Stefanowicz made a motion to approve the execution of the TD Authorization Form, which was seconded by B. Boyer. After further discussion, the Authority voted unanimously to approve the authorization.

**Plant Operator's Report:** T. Biese discussed the August and September operator's reports, which are filed with these minutes and incorporated herein by reference. T. Biese reported that both months were mainly dry months, and that the plant did not have any violations for either. T. Biese reported that the month flow was 2.5 MG/day in August and 2.2 MG/day in September. T. Biese reported that DEP permits had been awarded for the Eagle View Park project.

**Sewer Chief Report:** The Sewer Chief reports were provided for August and September and are incorporated herein by reference. C. Hamme had no additional report.

**Public Works Report:** No report.

**Solicitor Report:** No report.

**Public Comment:** None.

**New Business:** None.

**Old Business:** The Authority returned to the question of moving future meetings (starting in January) from 7 pm to 6 pm. After short discussion, D. Hogeman made a motion to change the meeting time for 2020 meetings from 7 pm to 6 pm. The motion was seconded by B. Boyer and unanimously approved. C. Miller stated he would alert the Township to the change to provide notice for 2020 advertising purposes.

**Adjournment.**

J. Miller adjourned the regular meeting at 7:45 P.M.

**Next Meeting Date:**  
11/20/2019 at 7:00PM

Respectfully submitted,  
Bob Boyer, Secretary