

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: 8/28/2019

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

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

Minutes: S. Stefanowicz made a motion to approve the July 2019 meeting minutes. 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 July and early August 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-Palomino 38 in the amount of \$2,432.35 to Buchart Horn for engineering fees for the Palomino Interceptor Project (this is the 167th draw on the 2016 bond fund).
- DT-Joint 39 in the amount of \$3,413.00 to Buchart Horn for engineering fees for the Joint Interceptor Project (this is the 168th draw on the 2016 bond fund).
- DT-NOB 31 in the amount of \$3,686.30 to Buchart Horn for engineering fees for the North of the Borough Project (this is the 169th draw on the 2016 bond fund).

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

P. Gross reported on the status of the Palomino project, stating that the Bog turtle/wetland report was with DEP and he was waiting on a response. After receiving permitting from DEP to complete the project, the Authority would have to submit the report to York County Conservation District for approval (which would not be heard without DEP's permit).

P. Gross reported that the HOP permit was resubmitted to PennDOT for the North of the Borough project, which was standard procedure. P. Gross is waiting on a response.

P. Gross reported a meeting was held with DEP regarding the status of the project (in conjunction with another Township project). The permit was resubmitted based on the comments from the meeting, and P. Gross is waiting for responses or approval. Once approval is provided, BH will issue Notices of Award and Notices to Proceed to the successful bidders. In the interim, BH is reviewing shop drawings from the contractors.

Treasurer's Report: D. Hogeman's treasurer's report and financial summary for August 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 \$100,000 for the year. D. Hogeman reported that the two other accounts (Future Projects Fund and the Maintenance & Reserve Fund) had been moved to PLGIT prime.

Plant Operator's Report: T. Biese discussed the July report, which is filed with these minutes and incorporated herein by reference. T. Biese reported that July was a mainly dry month, and that the plant did not have any violations for July. T. Biese reported that Oxidation Ditch 3 was out due aeration shaft repairs/replacement. T. Biese discussed the cause (mainly fibrous materials, such as wipes) finding their way into the collection system and eventually the plant. T. Biese also discussed the costs of the repair, including downtime of the Ox. ditch, emptying, cleaning and replacements, which totaled over \$160,000. He further explained these costs make the Headworks project even more attractive, stating the aggregation of these costs would pay for the Headworks project in little time. T. Biese also reported of a sink hole found in the parking lot area, which T. Biese gave a number of possible causes. Staff is in the process of investigating the cause and determining an adequate solution. T. Biese reported on the biosolids produced at the plant being sub-quality (they must be 2 million parts per gram of fecal matter or less for land application). After discussions and an on-site visit with DEP, T. Biese and staff have made adjustments to the testing methodology (per DEP comments) which has resolved the issue.

Sewer Chief Report: The Sewer Chief report was provided for July and is incorporated herein by reference. C. Hamme reported that a new employee would be joining the sewer crew on September 9th.

Public Works Report: M. Fleming commented, and T. Biese followed up, on a potential candidate to fill the open Asst. Superintendent position which has been open since T. Biese was promoted to Superintendent. An offer letter was extended to the candidate, and while some background checks and other administrative matters must be handled, M. Fleming and T. Biese are optimistic about the candidate. M. Fleming also reported that the builder at the Fountain Rock development has been stockpiling materials (mainly ground and debris) at a location that is directly over a sewer line, causing concerns about the excess weight on the integrity of the pipe line. The builder has acknowledged the issue and is planning on moving the pile early next week, after with C. Hamme will scope the lines for any damage.

Solicitor Report: No report.

Public Comment: None.

New Business: The Authority generally discussed the September meeting, with three members (J. Miller, S. Stefanowicz, and B. Boyer) unable to make the meeting. The Authority agreed to wait and confirm everyone's schedules, and that if a quorum would not be present, and there was no need for a strictly reporting meeting, the Sept. meeting could be canceled.

Old Business: D. Hogeman returned to the question of moving future meetings (starting in January) from 7 pm to 6 pm. The Authority generally discussed the implications, and agreed to take formal action on or before the October meeting (to provide the Township with plenty of notice for 2020 advertising purposes).

Adjournment.

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

Next Meeting Date:

9/25/2019 at 7:00PM

Respectfully submitted,
Bob Boyer, Secretary