

Dover Township Sewer Authority
2840 West Canal Road
Dover PA 17315

Chairman: Robert Stone
Vice Chairman: Steve Stefanowicz
Treasurer: Dave Hogeman

Secretary: Bob Boyer
Member: Bill Newbould
Attorney: Christian Miller

Minutes: 11/17/2021

Attending Were: R. Stone, B. Newbould, S. Stefanowicz, D. Hogeman (Authority Members), C. Jordan (Plant Superintendent), C. Billet (Asst. Superintendent), C. Miller (Solicitor), D. Shirk (Engineer), and C. Hamme (Collections Superintendent).

R. Stone called the authority meeting to order for November 2021 at 6:00 p.m.

Minutes: D. Hogeman made a motion to approve the October 2021 meeting minutes as submitted. The motion was seconded by B. Newbould and unanimously approved.

Financial Report: No report. The Authority 2021 Sewer Bond issuance is scheduled to close on November 23, 2021.

Engineer's Report: D. Shirk provided an Engineer's Report for late October through early November which is filed with these minutes and incorporated herein by reference.

D. Shirk provided an update on the status of the requisitions. The following requisition was submitted by Buchart Horn for payment:

- DT-Electric-Joint 7 in the amount of \$32,547.37 to Garden Spot Electric for electrical contracting services for the Joint Interceptor Project (this is the 245th draw on the 2016 bond fund).

D. Hogeman made a motion to approve the requisition as submitted. The motion was seconded by B. Newbould and unanimously approved.

D. Shirk reported that Buchart Horn was still in the process of negotiating with Anrich on some outstanding change orders for the Joint Interceptor job (being COR 12 – 15). Some of the information needed to complete the COR (such as 15 related to increased prevailing wages due to DEP permitting delays) still had to be compiled. There were no change orders to formally present. D. Shirk reported that there was still some grading and seeding at Hilton Ave. for Anrich to complete. D. Shirk also reported that Conewago Twp. had treated the Hilton Ave. with a scratch coat for the winter, with intentions to refinish it in the Spring/summer. Both Buchart Horn (on behalf of the Authority) and Anrich took the position that the repairs needed to the road on Hilton Ave. were storm related and not contractor warranty items. Conewago is in the process of seeking FEMA reimbursement for the cost, but asked the Authority/Dover Twp. to pay the line to ensure it was not damaged prior to resurfacing the road in the Spring. C. Hamme reported his crew was scheduled to do this work the following day.

D. Shirk reported on the NOB Project, stating that there was no change and Buchart Horn was still waiting on DEP's approval of the planning permit, which would trigger a subsequent DEP permit submittal (Part II Permit).

D. Shirk raised the issue of the grinder pumps (needed for 4 residents) and how the Authority or Township would handle these. The Authority had a broader discussion on the tapping fees and grinder pumps. The result was D. Shirk would connect with Laurel prior to the next meeting to discuss what specifically the Authority should consider in its recommendation to the Township, and also to get Township staff's input on how they feel would be best to proceed with the grinder pumps. Once the Authority has this information, it will consider the input and make a recommendation to the Township Board.

D. Shirk reported on the one main issue remaining for the Headworks, which involved Garden Spot Mechanical and a faulty fan motor. Garden Spot ordered a new fan motor, but it ordered the incorrect type (although the power load is correct, the casing does not fit for installation). Garden Spot requested the Authority incur the cost of obtain the correct fan motor and Garden Spot would install and start-up at no cost. After discussion, the Authority agreed this was a warranty issue on Garden Spot's contract, and while the Authority would certainly help were it could, it felt it should not have to come out of pocket to fix the issue. D. Shirk said he would relay this to Garden Spot.

D. Shirk reported that Buchart Horn completed the aerial mapping for the Phase II Joint Interceptor project and was not working on confirming the map with on the ground survey work.

Treasurer's Report: D. Hogeman's treasurer's report and financial summary for November was submitted and are filed with these minutes and incorporated herein by reference. D. Hogeman reported that TD Bank had provided paperwork in order to open a new account for the 2021 Sewer Revenue Bond proceeds. After review and discussion with C. Miller, D. Hogeman reported that a few pieces of information would need some input from the Township staff. Therefore, B. Newbould made a motion to authorize D. Hogeman, as treasurer, to execute all documents on behalf of the Authority for TD Bank to open said account for the 2021 Sewer Bond proceeds. The motion was seconded by S. Stefanowicz and unanimously approved. B. Newbould made a second motion to appoint the following individuals as authorized signors on the new TD Bank account: D. Hogeman, R. Stone and either: (i) a Township representative (if that is practical and required), or if not, (ii) S. Stefanowicz. The motion was seconded by S. Stefanowicz and unanimously approved. D. Hogeman also reported that the issue with the \$507.00 (incorrect draft from the Authority's fund) had finally been resolved and the amount was replaced.

Plant Operator's Report: C. Jordan discussed the October-November operator's report, which are filed with these minutes and incorporated herein by reference. C. Jordan reported on a relatively quiet month, with normal flows and no violations. C. Jordan reported that minor issues were being found around the WWTP related to the flooding (Fred and Ida), and that the staff was working to stay on top of coordinate all necessary repairs.

Collections Superintendent Report: The Sewer Superintendent's report was provided for October and is incorporated herein by reference. C. Hamme reported that the project at Tall Oaks mobile home park (televising the lines) had been completed, and he provided a report to the park's manager. Correspondence followed between C. Hamme and the manager (and owner), and they agreed to complete all repairs suggested by C. Hamme in a mutually agreed time frame of one (1) year.

Public Works Report: No report.

Solicitor Report: C. Miller reported that due to B. Boyer (as the appointed Secretary) being out of town, the Authority needed to appoint an Asst. Secretary authorized to sign the Sewer Bond issuance closing documents. The Authority appointed S. Stefanowicz as Asst. Secretary since he would be at the Nov. 19th meeting (on behalf of the Township) to sign documents for the Township. D. Hogeman made a motion to appoint S. Stefanowicz as Asst. Secretary and authorize him, in such role, to execute all documents

required for the 2021 Sewer Bond issuance that the Secretary is required to sign. The motion was seconded by B. Newbould and unanimously approved.

Public Comment: None.

New Business: None.

Old Business: None.

Adjournment.

R. Stone adjourned the regular meeting at 6:35 P.M.

Next Meeting Date:
12/15/2021 at 6:00PM

Respectfully submitted,
S. Stefanowicz, Asst. Secretary