

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: 1/26/2022

Attending Were: B. Newbould, S. Stefanowicz, B. Boyer, D. Hogeman (Authority Members), C. Jordan (Plant Superintendent), C. Billet (Asst. Superintendent), C. Miller (Solicitor), D. Shirk (Engineer), M. Fleming (Public Works Director), C. Hamme (Collections Superintendent) and Jake Romig.

Re-Organization Meeting:

Attorney Miller called the 2022 Re-organizational meeting to order at 6:00 p.m.

The following slate of officers were nominated: R. Stone as Chairman, S. Stefanowicz as Vice Chairman, D. Hogeman as Treasurer, and B. Boyer as Secretary (all positions previously held in 2021). All nominees accepted their nominations. The members unanimously approved such nominations.

D. Hogeman motioned to nominate Buchart Horn, Inc. as Engineer, with D. Shirk as its representatives, and MPL Law Firm, LLP as Solicitor, with C. Miller as its representative. The motion was seconded by B. Newbould and unanimously approved.

The Authority Board acknowledged the meeting schedule as follows (which had already been approved and advertised): meeting to be held on the 4th Wednesday of each month at 6:00 p.m. at the WWTP, with the November and December meetings being held on the 3rd Wednesday of those months (Nov. 16th and Dec. 21st), at the same time and place.

The re-organizational meeting concluded at 6:03 p.m.

S. Stefanowicz called the authority meeting to order for January 2022 at 6:03 p.m.

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

Financial Report: No report.

Engineer's Report: D. Shirk provided an Engineer's Report for late December through early January 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-Joint P2-2 in the amount of \$3,243.12 to Buchart Horn for engineering services for the Joint Interceptor Phase 2 Project (this is the 247th 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 on the Joint Interceptor Project, stating that all that remained was for Anrich to complete some limited work around the WWTP. D. Shirk reported that they were still waiting on the final

CO request, and that BH would be sending a letter to Anrich to require submission in order to resolve the matter.

D. Shirk reported on the NOB Project, stating that the the Act 537 Special Study to DEP had been approved via letter received earlier in the day. D. Shirk reported that Buchar Horn will next submit the Part II Permit to DEP, which he anticipated would take a 60-90 day turnaround period.

D. Shirk on the last remaining issue with the Headworks involving Garden Spot Mechanical and the faulty fan motor. Garden Spot still has to complete the installation/repair work for the fan, which he anticipated in the near future.

D. Shirk reported that Buchar Horn completed the aerial mapping for the Phase II Joint Interceptor as well as the manhole survey and mapping verification with traditional surveying. They were now working on the property survey for construction/temporary easements, as well as the hydraulic designs for the project.

Treasurer's Report: D. Hogeman's treasurer's report and financial summary for January was submitted and are filed with these minutes and incorporated herein by reference. D. Hogeman did not have any additional report.

Plant Operator's Report: C. Jordan discussed the December-January operator's report, which are filed with these minutes and incorporated herein by reference. C. Jordan reported on another relatively quiet month, with December flows being lower than what is traditionally expected for December. The Plant did not have any violations. C. Jordan reported that the plant crew conducted general maintenance and repairs, stating that two items still remaining from the fall floods had been repaired. Repairs for the UV room are still needed, but they are waiting on parts (to arrive in January). CC. Jordan finally reported on potential to install back-up power to the WWTP. The Authority, with M. Flemming and D. Shirk, generally discussed a single unit generator plan or multiple generator providing power to different elements of the WWTP. It was reported that while DEP was not requiring the back-up power upgrade, it was strongly suggesting the upgrade. C. Jordan and D. Shirk reported that analysis was still being done on which way to go, if at all, for back-up power. D. Shirk stated that estimates for the single source bank-up generator could cost between \$2-\$3 million.

Collections Superintendent Report: The Sewer Superintendent's report was provided for December and is incorporated herein by reference. C. Hamme had no report other than to show the plans for the Joint Interceptor Phase 3 work (discussed below).

Public Works Report: M. Fleming reported on the status of the environmental/stream restoration work to be conducted at Grandview Golf Course, accompanied by Jake Romig as Brewvino's representative (owner of the golf course). J. Romig generally discussed the project, the limited design work to date, and the request to coordinate efforts for the restoration work to coincide with the Authority's Joint Interceptor Phase 3 Project. The Authority and attendees generally discussed timing and project specifications. M. Flemming reported that he would like to see an agreement between the affected parties (W. Manchester Twp., Dover Twp., the Authority, and Brewvino) setting forth the expectations and agreements related to the project as a whole. D. Shirk presented a proposal for Joint Interceptor Phase 3 Project work, including design, permitting, bidding and construction services. After discussion, it was determined that BH's work should be considered a change order to Phase 2 work, and provide for all aspects except construction services for Phase 3. The Authority also decided to incorporate the Phase 3 work (everything on the Joint Interceptor past Rt. 74) into the Phase 2 project. Once the project as a whole was designed and permitted, the Authority could make a decision on how to bid and construct the project (as one or in pieces) depending on where the stream restoration work was at the time. C. Miller and M. Flemming also discussed the process and parameters of getting the aforementioned agreement between

the involved parties in place. After further discussion on the project and timing, D. Hogeman made a motion to approve a change order to the engineering services contract with Buchart Horn for Phase 2 to provide for the design, permitting, and bidding work on the “expanded Phase 2” work (which is all replacement work on the Joint Interceptor past Rt. 74), with a total price increase of \$133,400.00. B. Newbould seconded the motion, and the Authority unanimously approved the motion. D. Shirk said he would convert his new proposal into a change order for C. Miller’s review and S. Stefanowicz’s execution the following day.

Solicitor Report: No report.

Public Comment: None.

New Business: None.

Old Business: None.

Adjournment.

S. Stefanowicz adjourned the regular meeting at 6:55 P.M.

Next Meeting Date:
2/23/2022 at 6:00PM

Respectfully submitted,
B. Boyer, Secretary