

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: 12/21/2022

Attending Were: R. Stone, S. Stefanowicz, D. Hogeman, B. Boyer, B. Newbould (Authority Members), C. Jordan (Plant Superintendent), C. Hamme (Sewer Chief), D. Shirk (Engineer), M. Fleming (Public Works Director), and D. Myers (Attorney).

R. Stone called the December authority meeting to order at 6:00 p.m.

Minutes: B. Newbould made a motion to approve the November 2022 meeting minutes. The motion was seconded by D. Hogeman and unanimously approved.

Financial Report: No report.

Engineer's Report: D. Shirk provided an Engineer's Report for late November through early December 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 P2-12 in the amount of \$9,160.00 to Buchart Horn for engineering and surveying services for the Joint Interceptor Phase 2 Project (this is the 11th draw on the 2019 bond fund).
- DT-Joint P2-13 in the amount of \$7,089.00 to Buchart Horn for engineering and surveying services for the Joint Interceptor Phase 2 Project (this is the 12th draw on the 2019 bond fund).

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

D. Shirk provided an update on the retroactive Part II permit application to DEP for the bar screen of the Headworks project. The Authority addressed comments from DEP and submitted the application on Friday, November 18. D. Shirk re-stated that a BH email was found in which the DEP representative at the time stated no Part II permit was required for the Headworks' bar screen. Regarding DEP's concern of a Part II permit for the centrifuge, BH has not been able to locate an email stating a Part II permit wasn't required for the centrifuge. D. Shirk reported that BH is looking through phone logs and notes, thinking that the communication with DEP regarding this issue may have been via a phone call. D. Shirk reported that the Authority was scheduled to meet with DEP representatives on December 28, 2022 to further discuss the matter. C. Jordan and C. Billet plan to attend the meeting. D. Shirk expressed concern that this issue may cause DEP to withhold grants until it is resolved.

D. Shirk reported, per the Authority's action from the November 2022 meeting, that he submitted a PA H2O grant in the amount of \$3.1M for the NOB Project. D. Shirk also reported that NOB was advertised and there will be a pre-bid meeting on January 10, 2023. The deadline for bid submissions is January 24, 2023. D. Shirk will review the bids prior to the January 2023 Authority meeting. D. Shirk thought the bids may be ready for Authority award at the January meeting, but he indicated that the bids would remain open for

180 days in the event the Authority is not ready to award the contract in January. D. Hogeman stated that he wanted the Authority to be sure that DEP was ok with the Authority awarding the contract prior to the grant being awarded.

D. Shirk reported that the Phase II/III Joint Interceptor project responses from DEP on the submitted permits continue to move along slowly.

Treasurer's Report: D. Hogeman provided the treasurer's report and financial summary for December. The report is filed with these minutes and incorporated herein by reference. D. Hogeman also reported that the 2016 bond was zeroed out and the balance was transferred to the 2019 bond.

Plant Operator's Report: C. Jordan's discussed the November-December operator's report, which are filed with these minutes and incorporated herein by reference. C. Jordan reported that the online maintenance program is now up and running. Work orders can now be put online. C. Jordan further reported that the new feed pump is ready to be installed and that he hoped to have it installed within the next few days. Finally, C. Jordan reported that the blower motor was down for a rebuild and that the rebuild should be completed within about one week.

Collections Superintendent Report: The Sewer Superintendent's report was provided for November and is incorporated herein by reference. C. Hamme reported that three laterals in the Township were replaced by a contractor due to pipe failure.

Public Works Report: M. Fleming reported that the Authority had received a request from Manchester Township to borrow the vactor truck due to Manchester's truck being out of service. M. Fleming stated that the Authority would be lending the truck to Manchester as a good will gesture and that it would not impede any work needing done by the Authority.

Solicitor Report: None.

Public Comment: Lynn Garman from 3190 Cardinal Lane stated that he had recently purchased the property and removed a trailer that had been used as an in-law quarters. He had been informed by the Township that he still must pay a sewer usage fee for the hook up despite having removed the trailer. The Authority suggested he discuss the matter with M. Fleming to see if the matter could be resolved.

New Business: R. Stone expressed his gratitude to all who assist in Authority business and that he is grateful for the smooth running of the Authority.

Old Business: None.

Adjournment.

R. Stone adjourned the regular meeting at 6:18 P.M.

Next Meeting Date:
01/25/2023 at 6:00PM

Respectfully submitted,
B. Boyer, Secretary