

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: 4/26/2023

Attending Were: R. Stone, B. Newbould, 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 (Asst. Public Works Director), and M. Helwig (Utilities Superintendent).

R. Stone called the authority meeting to order for April 2023 at 6:00 p.m.

Minutes: B. Newbould made a motion to approve the March 2023 meeting minutes with two (2) corrections: (i) the amount of the requisition was incorrect, it should be \$20,440, and (ii) S. Stefanowicz adjourned the March meeting (not R. Stone). 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 March through early April 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 P2-16 in the amount of \$8,093.30 to Buchart Horn for engineering services for the Joint Interceptor Phase 2 Project (this is the 16th draw on the 2019 bond fund).

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

D. Shirk reported on, and the Authority generally discussed, issues with DEP related to the WQM permit for the headworks/bar screen and centrifuge (and related issues). D. Shirk reported that the updated WQM permit was submitted on March 30, 2023, and that a remote meeting with was held on April 18, 2023 with DEP addressing some corrections and revisions they requested. D. Shirk planned on re-submitting the updated WQM Permit on or before May 3, 2023.

D. Shirk reported on the status of the NPDES Permit, which was being held up by the previously mentioned WQM Permit. DEP identified changes to the WWTP's intake which would require upgrades in the range of \$350,000 through an additional WQM Permit. D. Shirk advised that he would submit the application as soon as the previously mentioned WQM Permit was resolved with DEP, but wanted to get started on the design work. For such work, which would require bidding due to the amount, D. Shirk presented a Buchart Horn proposal in the amount of \$33,000 for such design and bidding work. C. Miller had not yet reviewed the proposal, but after a quick scan stated the terms generally requested by the Authority (which BH incorporated into its prior proposals) were present. D. Shirk represented that, if upon further review the Authority determined there were provisions inconsistent with prior proposals, that BH would work with the Authority to resolve those inconsistencies. Based on such representation, B.

Newbould made a motion to approve the proposal as presented. The motion was seconded by D. Hogeman and unanimously approved.

D. Shirk advised that the notice proceeds was issued to Doli Construction Corp. on April 13, 2023, and on the same day a pre-construction meeting was held. Doli stated its plan was to commence construction in late July/early August of this year, with the hope to have all paving done before the end of the 2023 paving season. The one issue was that the equipment for the pump station had a long lead time, so Doli, if needed, would complete all other work and then come back to complete the pump station installation once the equipment arrived. D. Shirk also reported that 10 permanent easements along Route 74 had not been acquired, along with 4 temporary construction easements (for grinder pumps and 1 grease trap). The information had been provided to C. Miller, and all were preliminarily drafted and should be finalized in the next few days. The Township would order and procure the appraisals, and then approach the landowners to obtain the easements.

D. Shirk reported on the Joint Interceptor – phase II project, stating that the design drawings were 90% complete, and should be done in the next week or two, at which time they will be sent to the Township staff for review and comment.

Treasurer’s Report: D. Hogeman’s treasurer’s report and financial summary for April was submitted and are filed with these minutes and incorporated herein by reference. No further report was provided.

Plant Operator’s Report: C. Jordan discussed the March-April operator’s report, which are filed with these minutes and incorporated herein by reference. Outside of the report, C. Jordan reported on a quiet month, with various and miscellaneous upgrades occurring around the WWTP (including a new steel garage, roofing repair/upgrade, and Aaron passing his CDL).

Collections Report (by Utilities Superintendent): The Utilities Superintendent’s collection report was provided for March-April and is incorporated herein by reference. M. Helwig generally provided highlights of the report. C. Hamme also provided photos of a yard repair done on a resident’s house that had been disturbed by sewer repair work.

Public Works Report: No report.

Solicitor Report: C. Miller reported on the Payment Agreement related to the NOB Project, which was bid and contracted solely through the Authority, but which the Township would be responsible for the water repair/replacement portions of the project. The Agreement had been approved and signed by the Township, and now needed the Authority’s approval. D. Hogeman made a motion to approve the Payment Agreement. The motion was seconded by B. Newbould and unanimously approved. Because a Township signed copy of the agreement was not at the meeting, R. Stone would arrange with the Township manager to execute the agreement at a later date.

Public Comment: None.

New Business: None.

Old Business: None.

Adjournment.

R. Stone adjourned the regular meeting at 6:25 P.M.

Next Meeting Date:

5/24/2023 at 6:00PM

Respectfully submitted,
C. Miller, Acting Secretary