

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: 9/27/2023

Attending Were: R. Stone, S. Stefanowicz, B. Newbould, B. Boyer, and 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), M. Helwig (Utilities Superintendent), and Doe Devivo (Public).

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

Minutes: D. Hogeman made a motion to approve the August 2023 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 August through early September which is filed with these minutes and incorporated herein by reference.

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

- DT-Joint P2-21 in the amount of \$11,251.00 to Buchart Horn for engineering services for the Joint Interceptor Phase 2 Project (this is the 31st draw on the 2019 bond fund).
- DT-NOB-49 in the amount of \$1,505.00 to Buchart Horn for engineering services for the North of the Borough Project (this is the 32nd draw on the 2019 bond fund).
- DT-Influent-05 in the amount of \$1,188.00 to Buchart Horn for engineering services for the Influent Correction Project (this is the 33rd draw on the 2019 bond fund).
- Requisition-Pike-01 in the amount of \$4,580.00 to Daniel Pike and David Pike for consideration of a permanent easement needed for the NOB Project (this is the 34th draw on the 2019 bond fund).
- Requisition-Bismarck-01 in the amount of \$6,022.51 to D&D Bismarck Partnership for consideration of a permanent easement needed for the NOB Project (this is the 35th draw on the 2019 bond fund).
- Requisition-Bismarck-02 in the amount of \$12,565.49 to D&D Bismarck Partnership for consideration of a permanent easement needed for the NOB Project (this is the 36th draw on the 2019 bond fund).
- Requisition-Barker-01 in the amount of \$3,900.00 to Jeffrey and Kristen Barker for consideration of a permanent easement needed for the NOB Project (this is the 37th draw on the 2019 bond fund).
- Requisition-Sunday-01 in the amount of \$488.00 to Raymond and Betty Sunday for consideration of a permanent easement needed for the NOB Project (this is the 38th draw on the 2019 bond fund).

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

D. Shirk reported on the ongoing WQM permit issues with DEP, stating that Buchart Horn , along with its environmental attorney and staff, met with DEP on-site at the WWTP on August 30th. DEP commented that it needed to have better communication with DTSA on responses and requirements. D. Shirk said he is waiting on a responsive letter from the meeting and his latest submittals.

D. Shirk reported that the NPDES permit continued to be on hold until the WQM permit was fully resolved.

D. Shirk reported on the status of a repair plan for the structural issues discovered on the Final Clarifier No. 7 related to the weir wall. D. Shirk reported on 3 companies submitting bids via COSTARS to conduct the work, including PSI Solutions, Johnston Const., and Wickersham. BH concluded that Johnston Const. was the lowest responsible bidder with a complete bid, and recommended awarding the contract to them. The Authority generally discussed the bids and differences. D. Shirk reported that Johnston Const. said it would take roughly 2 weeks to complete the work, but that commencing the work was subject to delivery of materials. D. Shirk and C. Miller stated that a proposed contract had been sent to C. Miller, and provided initial comments which Johnston had not yet addressed/discussed. D. Hogeman made a motion to approve the Johnston proposal and award the contract, pending the solicitor's final review and approval of the contract, and authorizing R. Stone to countersign the contract upon approval. The motion was seconded by B. Newbould and unanimously approved.

D. Shirk advised that Doli Construction Corp. now plans to commence pipework construction in mid- to late-October of this year and was no longer planning to complete final paving until early April. The Authority generally discussed the delay issue, and it was commented that Substantial Completion was contractually set at April 11, 2024. D. Shirk did mention that the pump station would be an issue due to delivery (which was immediately ordered upon award with a 50 week delivery time period – of a 52 week contract completion time). D. Shirk and M. Fleming generally discussed the status of the outstanding permanent and temporary easements along Route 74, presenting 5 easements for approval and execution. D. Hogeman made a motion to approve the submitted easements and authorized R. Stone to execute for the Authority. The motion was seconded by S. Stefanowicz and unanimously approved.

Treasurer's Report: D. Hogeman's treasurer's report and financial summary for September were submitted and are filed with these minutes and incorporated herein by reference. D. Hogeman further reported on a change to the report (regarding when requisitions would be reported).

Plant Operator's Report: C. Billet and C. Jordan jointly discussed the August-Sept. operator's report, which are filed with these minutes and incorporated herein by reference. Outside of the report, C. Jordan reported on C. Billet's participation in a national WWTP operator's conference in Chicago the following week, where state teams (and teams from other countries) participate in 5 challenges designed to test the skills required for plant operators. C. Billet was on a team of 4, which would be the only team representing Pennsylvania.

Collections Report (by Utilities Superintendent): The Utilities Superintendent's collection report was provided for August-September and is incorporated herein by reference. M. Helwig generally provided highlights of the report.

Public Works Report: M. Fleming (Public Works Director) reported on the issue of the L&B Investment Properties easements, the only owner that had not yet signed the easements. C. Miller reported that he had prepared the necessary documents to make the Declaration of Taking filing, and presented Resolution 2023-01, authorizing the filing of the takings actions, and approving a Bond to be

filed with the court as security for the just compensation required to be paid. B. Newbould made a motion to approve Resolution 2023-01 as submitted. The motion was seconded by S. Stefanowicz and unanimously approved. C. Miller further reported that he spoke with L&B's attorney immediately before the meeting, and he believed that the easement would be resolved with additional language providing for protection of the owner's restaurant sign. The Authority generally approved such modification but stated that if the easement was not signed in the near future, that C. Miller should commence the takings action to avoid delay to the project. M. Fleming further discussed the Brillhart property beside the WWTP on Graffius Road, stating that Mr. Brillhart has been asking about what the Authority would like to do. The Authority discussed the need (or lack thereof) for the property, generally focusing on whether a full plant generator would be required. The Authority decided to wait for a month to review further. C. Hamme (Asst. Public Works Director) first reported on the acquisition of a new vehicle for the sewer crew, which is the first of its type in the country. C. Hamme further reported that Tall Oaks had completed its required maintenance/repairs with its system.

Solicitor Report: Provided above on the L&B Investment Properties easement issue. No further report.

Public Comment: None.

New Business: None.

Old Business: None.

Adjournment.

R. Stone adjourned the regular meeting at 6:45 P.M.

Next Meeting Date:
10/25/2023 at 6:00PM

Respectfully submitted,
B. Boyer, Secretary