

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: 10/25/2023

Attending Were: R. Stone, S. Stefanowicz, B. Newbould, 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 October 2023 at 6:00 p.m.

Minutes: D. Hogeman made a motion to approve the September 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 September through early October 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 P2-22 in the amount of \$2,856.00 to Buchart Horn for engineering services for the Joint Interceptor Phase 2 Project (this is the 39th draw on the 2019 bond fund).
- DT-NOB-50 in the amount of \$2,912.50 to Buchart Horn for engineering services for the North of the Borough Project (this is the 40th draw on the 2019 bond fund).
- DT-Influent-06 in the amount of \$3,994.50 to Buchart Horn for engineering services for the Influent Correction Project (this is the 41st draw on the 2019 bond fund).
- Requisition-L&B Invest-01 in the amount of \$11,005.00 to L&B Investment Properties, LLC for consideration of a permanent easement needed for the NOB Project (this is the 42nd draw on the 2019 bond fund).

Prior to approving the requisition, the Authority considered the approval of the L&B Investment easement, previously signed by the property owner. After discussion, D. Hogeman made a motion to approve the L&B Investment easement in exchange for \$11,005, and authorized R. Stone to sign for the Authority. The motion was seconded by B. Newbould and unanimously approved.

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

D. Shirk advised that Doli Construction Corp. commenced water main pipework construction on October 23rd, and that they were making considerable progress. D. Shirk also reported about the ability to extend sewer to Doe Devivo's property through gravity, which was appreciated by the Authority. S. Stefanowicz also questioned about advance notice to property owners impacted by the construction, which D. Shirk stated he would look into with the contractor, and a coordinated effort between the contractor and Township would be undertaken to notify property owners in advance regarding any access impacts.

D. Shirk reported on the status of the repair for the structural issues discovered on the Final Clarifier No. 7 related to the wier wall, stating the contractor planned to commence work on October 30th, and that all work should be completed by the Thanksgiving holiday break.

D. Shirk reported on the ongoing WQM permit issues with DEP, stating that DEP's review had advanced to the second stage (the "technical review period") and DEP anticipated responses in Feb. of 2024. The Township's NPDES permit would remain on hold under the WQM permit issue was resolved. Additionally, the influent sampling project now seemed to be less of an issue with the WQM permit, and now to be grouped in with the NPDES permit renewal. However Buchart Horn continued to work on the plans, which should be delivered in a week or two.

Treasurer's Report: D. Hogeman's treasurer's report and financial summary for October was submitted and are filed with these minutes and incorporated herein by reference. D. Hogeman further reported current arbitrage levels with interest earned on Authority accounts. The Authority also generally discussed D. Hogeman's resignation/retirement from the Authority Board, and plans to identify a replacement treasurer (by and through the Township).

Plant Operator's Report: C. Jordan discussed the Sept.-Oct. operator's report, which are filed with these minutes and incorporated herein by reference. Outside of the report, C. Jordan reported on the start of the HVAC control project, which recently started after numerous delays. C. Jordan also reported on multiple unfortunately timed equipment malfunctions, requiring replacements and repairs by the WWTP staff.

Collections Report (by Utilities Superintendent): The Utilities Superintendent's collection report was provided for September-October and is incorporated herein by reference. M. Helwig generally provided highlights of the report, and also discussed televising the Fox Run interceptor and many I&I issues found on the lines. The Authority generally discussed repair costs, and weighed that against the planned future replacement of the line (which was installed in the 1970's).

Public Works Report: M. Fleming (Public Works Director) reported on the status of the Well Location Option presented to the Authority two months ago, whereby the Township could drill test borings on the Authority's property in order to determine adequacy of a well. In such event, the Township would by all, or a portion, of such property. After little discussion, the Authority approved the Option Agreement, and D. Hogeman made a motion to approve the Well Location Option Agreement, and authorized R. Stone to sign for the Authority. The motion was seconded by B. Newbould and unanimously approved. The Authority additionally generally discussed the Brillhart property.

Solicitor Report: No report.

Public Comment: None.

New Business: None.

Old Business: None.

Adjournment.

R. Stone adjourned the regular meeting at 6:40 P.M.

Next Meeting Date:
11/15/2023 at 6:00PM

Respectfully submitted,
S. Stefanowicz, Acting Secretary