

**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: 12/20/2023**

**Attending Were:** R. Stone, B. Newbould, B. Boyer, D. Hogeman, and S. Stefanowicz (Authority Members), C. Jordan (Plant 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 December 2023 at 6:00 p.m.

**Minutes:** B. Newbould made a motion to approve the November 2023 meeting minutes as submitted. The motion was seconded by B. Boyer 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 P2-24 in the amount of \$7,785.00 to Buchart Horn for engineering services for the Joint Interceptor Phase 2 Project (this is the 45<sup>th</sup> draw on the 2019 bond fund).

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

D. Shirk reported (same as last month) on the ongoing WQM permit issues with DEP, stating that there was no correspondence or communication with DEP since last meeting, as the 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 until the WQM permit issue was resolved, and D. Shirk anticipated hearing on the NPDES at the same time as the WQM.

D. Shirk advised that Doli Construction Corp. continued work on the NOB Project. Work was ongoing regarding water main pipework. D. Shirk noted that due to material delays with the pumping station, Doli would need a time extension. The goal was to wrap up all pipe replacement work in the contract time, so the only remaining work would be the pump station construction/install. C. Hamme also raised the issue (in public comment) of two properties on Harmony Grove Road that required grinder pump installations, but to date had refused to sign the temporary easements to permit access and installation. The Authority authorized C. Miller to start preparing eminent domain documents, and also directed C. Hamme (and anyone else needed) to continue to press for approval.

D. Shirk reported the repair for the structural issues discovered on the Final Clarifier No. 7 related to the wier wall was completed, and C. Jordan confirmed and stated the staff was pleased with the repair work.

D. Shirk reported that Buchart Horn was still working on the Joint Interceptor P2 planning and permitting. It was noted that a joint meeting with the surrounding municipalities and Grandview golf course was planned for January to discuss status and timing.

D. Shirk also noted that DCED had awarded the Authority and Twp. two grants for the NOB project (1 year after application) in a total amount of \$1.7M. D. Shirk was going to follow up with procedures to confirm the grants, and look into any issue created with the timing of the grant and commencement of work.

**Treasurer's Report:** D. Hogeman's treasurer's report and financial summary for December (to date) was submitted and are filed with these minutes and incorporated herein by reference. D. Hogeman reported on interest to date and potential arbitrage payments. R. Stone did report on finding a replacement for D. Hogeman as treasurer (Tyler Lerman), and that D. Hogeman had been working with Tyler on the transition. Otherwise, the Authority members thanked D. Hogeman for his public service and wished him well.

**Plant Operator's Report:** C. Jordan discussed the Nov. – Dec. operator's report, which are filed with these minutes and incorporated herein by reference. C. Jordan reported on the status of CET with HVAC controls work at the plant. He reported that another lab tech was anticipated to be hired in the new year, and as such they transitioned R. Gentzler to a new office and were updating other portions of the offices. C. Jordan reported on the flows resulting from heavy rain events the last two weekends, the most recent being 2.2" over a 15 hour period on Dec. 17<sup>th</sup>. The information showed considerable I&I, with the worst coming from W. Manchester Twp. The Authority discussed the issues and ways to resolve the issues with the W. Manchester Twp. line, with all parties agreeing the first step would be address the issue at the Joint Sewer Meeting in January (4<sup>th</sup> Friday).

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

**Public Works Report:** M. Fleming (Public Works Director). No report.

**Solicitor Report:** C. Miller reported on a Letter of Understanding with Hines (a warehouse developer in the initial planning stages of constructing a warehouse on the corner of Canal and Bull Rds), stating that the Letter was the result of a great deal of negotiations. The Letter contemplated certain public upgrades (sewer and water included) occasioned by the project. The Letter was between Hines, the Township (who approved the Letter at its December meeting), and the Authority. The Authority generally discussed the Letter. After discussion, D. Hogeman made a motion to approve, and appoint the Chairman to sign, the Letter as submitted. The motion was seconded by B. Newbould and unanimously approved.

**Public Comment:** None.

**New Business:** C. Hamme raised issues with NOB Project and two properties on Harmony Grove Road – which is reported above in the NOB Project discussion.

**Old Business:** None.

**Adjournment.**

R. Stone adjourned the regular meeting at 6:55 P.M.

**Next Meeting Date:**

1/24/2024 at 6:00PM

Respectfully submitted,  
B. Boyer, Secretary