

**Dover Township Sewer Authority**  
2840 West Canal Road  
Dover PA 17315

**Chairman:** Robert Stone  
**Vice Chairman:** Steve Stefanowicz  
**Treasurer:** Vacant

**Secretary:** Bob Boyer  
**Member:** Bill Newbould  
**Attorney:** Christian Miller

**Minutes: 2/28/2024**

**Attending Were:** R. Stone, B. Newbould, S. Stefanowicz, B. Boyer (Authority Members), C. Jordan (Plant Superintendent), C. Billet (Plant Asst. Superintendent), T. Lang (for Solicitor C. Miller), 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 February 2024 at 6:00 p.m.

**Minutes:** B. Newbould made a motion to approve the January 2024 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 January through early February 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 26 in the amount of \$3,285.00 to Buchart Horn, Inc., for engineering services for the Joint Interceptor Phase 2 Project (this is the 49<sup>th</sup> draw on the 2019 bond fund).
- DT-NOB 52 in the amount of \$34,258.00 to Buchart Horn, Inc., for engineering services for the North of the Borough Project (this is the 50<sup>th</sup> draw on the 2019 bond fund.)
- DT-NOB General 02 in the amount of \$574,252.69 to DOLI Construction Corp., for contracting and construction services for the North of the Borough Project (this is the 51<sup>st</sup> draw on the 2019 bond fund).

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

D. Shirk reported that sewer work continued on Harmony Grove Road. Pumps have been installed but not connected. D. Shirk also advised that the Joint Interceptor permits have been submitted and they are received comments. Comments are being addressed. R. Stone asked D. Shirk regarding spray sealant process being implement and inquired into potential use elsewhere. D. Shirk advised this was possible and can be considered in future applications.

R. Stone asked D. Shirk regarding the H20 Grant for the North of the Borough Project. D. Shirk clarified that the grant was approved for work performed prior December 19<sup>th</sup>, 2023.

D. Shirk reported that WM3 flows were extremely high. Both WM3 and Conewago lines are consistently higher than other flows. R. Stone inquired into ability to levy fines. M. Flemming stated that fines are lower than the cost to repair and so are ineffective. This was seconded by D. Shirk. D. Shirk commented that heavy rainfall also contributes to the overflow events, and is indicative of leaks in the WM3 and

Conewago lines which allow the rainfall to enter the system. R. Stone offered to attend a West Manchester Township meeting to begin to put pressure on West Manchester Township to act on repairs. R. Stone requested C. Miller review the Intra-Municipal Agreement to determine what actions can be taken to prompt repairs.

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”). 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. As of the February 2024 meeting no communication from the DEP has been forthcoming.

D. Shirk advised that Doli Construction Corp. continued work on the NOB Project. Work was ongoing regarding water main pipework. D. Shirk noted that they continued to wait on material delays with the pumping station. 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. D. Shirk reported that Doli Construction Corp. will be onsite on Tuesday, March 4<sup>th</sup>, 2024 to commence repairs.

**Treasurer’s Report:** No report (vacancy at Treasurer’s position). R. Stone commented that a potential candidate was ready to begin, but was denied due to the compliance officer stating a potential conflict of interest. R. Stone wanted to make public note that other treasurers in different authorities and municipalities has treasurers who work in financial fields that occasionally do business with said municipalities and are able to recuse themselves without issue.

**Plant Operator’s Report:** C. Jordan discussed the January 2024 operator’s report, which are filed with these minutes and incorporated herein by reference. Outside of the report, C. Jordan reported employee Joel received his A license. C. Jordan also reported that Trane 1 had received just enough rainfall since Christmas to remain open. C. Jordan has also submitted the January EPA report, and is near to submitting the NPDES Chapter 94 report.

**Collections Report (by Utilities Superintendent):** The Utilities Superintendent’s collection report was provided for February 2024 and is incorporated herein by reference. M. Helwig generally provided highlights of the report, and notably provided report that the flush truck repairs have finished and the truck is operating in good condition. M. Helwig also reported 85 ft. of PVC pipe was replaced on Admire Road my crew which saved the Authority money over paying a contractor after a bidding process. M. Helwig also reported two garbage disposal inspections and two lateral inspections occurred. M. Helwig also reported 1,045 main line was televised, 213 ft. of laterals were televised, and 530 ft. of storm sewer was flushed. M. Helwig also reported employee Jason completed CDL book testing and has one more test to go before the CDL driving test.

**Public Works Report:** C. Hamme reported that 4851 Grove Road needs electric service provided. C. Hamme commented that the Authority agreed to cover the expense at the start of the project. C. Hamme also noted that Attorney Stacey McNeal inquired about the removal of the developer’s construction improvement bond for the Dover Highland Project. C. Hamme confirmed work still is required before bond can be release. C. Hamme also provided a proposal for additional costs related to the Wet Well Lining proposal from Abel Recon in the amount of \$14,600.00. B. Newbould then made a motion to approve increase of the proposal by \$14,600 as submitted by Abel Recon. The motion was seconded by S. Stefanowicz and unanimously approved.

**Solicitor Report:** T. Lang confirmed that the eminent domain proceedings have been terminated as a temporary construction easement has been agreed by the landowner for the Harmony Grove Road owners needing grinder pumps. T. Lang also confirmed he would discuss with C. Miller the issues with Dover Highland Project’s request for bond release.

**Public Comment:** None.

**New Business:** None.

**Old Business:** None.

**Adjournment.**

B. Newbould adjourned the regular meeting at 6:36 P.M.

**Next Meeting Date:**

3/27/2024 at 6:00PM

Respectfully submitted,  
B. Boyer, Secretary