

Dover Township Sewer Authority
2840 West Canal Road
Dover PA 17315

Chairman: Robert Stone
Vice Chairman: Steve Stefanowicz
Treasurer: Mark Miller

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

Minutes: 3/27/2024

Attending Were: R. Stone, B. Newbould, Mark Miller (Authority Members), C. Jordan (Plant Superintendent), C. Billet (Plant 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 March 2024 at 6:00 p.m.

Minutes: No action was taken to approve the February 2024 meeting minutes due to M. Miller's abstention (as he was not a member of the Authority at the time), meaning the remaining Authority Members could not take action. The will be on the agenda for approval at the April 2024 meeting.

Financial Report: No report.

Engineer's Report: D. Shirk provided an Engineer's Report for late February through early March 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 27 in the amount of \$1,846.88 to Buchart Horn, Inc., for engineering services for the Joint Interceptor Phase 2 Project (this is the 52nd draw on the 2019 bond fund).
- DT-NOB 53 in the amount of \$20,064.00 to Buchart Horn, Inc., for engineering services for the North of the Borough Project (this is the 53rd draw on the 2019 bond fund.)
- DT-NOB General 03 in the amount of \$241,212.60 to DOLI Construction Corp., for contracting and construction services for the North of the Borough Project (this is the 54th draw on the 2019 bond fund).
- DT-Exeter-01 in the amount of \$1,768.96 to Exeter Supply Co., Inc., for construction services for the North of the Borough Project (this is the 55th draw on the 2019 bond fund).

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

D. Shirk reported on the status of the North of the Borough Project. Doli Construction submitted a request for Change Order No. 4, seeking a 148 day time extension. D. Shirk reported that the pumping station would not arrive until late April, and the original substantial completion date was April 11, 2024. The Authority discussed the following in general: (i) Notice to Proceed was issued on April 13, 2023 but Doli did not start work until Oct. 23, 2023, (ii) Doli has not been conducting work on SR 74 for over 3 weeks due to it seeking PennDOT permit to close the entire road during work time (despite bidding the job for one-lane closure), which has left the road in a very poor state; (iii) Doli's submitted timeline provided for a completion date of June 27, 2024. Based on the forgoing, the Authority authorized D. Shirk to respond with an extension to June 27, 2024 conditioned on Doli reviving work on SR 74 on or before April 11, 2024. The Authority also directed D. Shirk to take all steps necessary to document and

notify Doli of any potential credits to the purchase price throughout the project (such as having road closure where only one-lane closures were bid in the job).

D. Shirk also reported on the pump station wiring issue, which came from the manufacturer providing specifications that the pump station would come with the VFD's and Pump Controls pre-wired. The manufacturer (Envirep) is now stating the controls and VFD's are to large to mount on the pump skid as originally designed (and provided in the specifications), and therefore must be mounted on the pump station walls. Envirep quoted \$18,000 to do this wiring, while Doli quoted \$60,000. After discussion, the Authority communicated to D. Shirk that it would not pay an additional amount for this work, as it was Envirep's error with its product and installation specifications, therefore it must incur the cost to correct.

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, although L. Oswalt had made a request to DEP. M. Flemming reported that 2 of the 3 items the WWTP was waiting on had been provided in the past few days, and that the Township was reviewing the same for comment/next steps. D. Shirk again stated the NPDES permit would remain on hold until the WQM permit issue was resolved.

D. Shirk advised the Phase II of the Joint Interceptor project was still being worked on, with Buchart Horn in the process of addressing DEP comments on the original environmental permits and resubmitting said permits.

Treasurer's Report: No report (vacancy at Treasurer's position).

Plant Operator's Report: C. Jordan discussed the February-March 2024 operator's report, which are filed with these minutes and incorporated herein by reference. Outside of the report, C. Jordan reported Joel received his Operator I license, and that two other employees (lab tech and operator) were set to start in the near future. C. Jordan and C. Billet walked the WWTP and created a house-keeping list for staff to complete when time permits, and C. Jordan reported that staff was already addressing these issues. C. Jordan also reported that the WWTP's SCADA System software would be updated in the new future.

Collections Report (by Utilities Superintendent): The Utilities Superintendent's collection report was provided for March 2024 and is incorporated herein by reference. M. Helwig generally provided highlights of the report.

Public Works Report: No report from C. Hamme. M. Fleming reported that in correspondence from DEP on some of the WQP materials, the need for back-power was again mentioned. The Authority discussed prior investigations into a whole plant generator and the potential for acquiring neighboring land. M. Flemming said a more in depth report/analysis would be provided at the April meeting.

Solicitor Report: No report.

Public Comment: None.

New Business: R. Stone discussed M. Miller's participation on the Authority and the hope to serve in the Treasurer role. After discussion, R. Stone made a motion to elect M. Miller to the vacant Treasurer position. The motion was seconded by B. Newbould and unanimously approved.

Old Business: None.

Adjournment.

R. Stone adjourned the regular meeting at 6:35 P.M.

Next Meeting Date:
4/24/2024 at 6:00PM

Respectfully submitted,
C. Miller, Temporary Secretary