

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: 4/24/2024

Attending Were: R. Stone, B. Newbould, M. Miller, S. Stefanowicz, B. Boyer (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 April 2024 at 6:00 p.m.

Minutes: S. Stefanowicz made a motion to approve the February 2024 meeting minutes as submitted (which could not be approved at the February meeting due to lack of attending members). The motion was seconded by B. Newbould and unanimously approved (M. Miller abstained). B. Newbould made a motion to approve the March 2024 meeting minutes as submitted (which could not be approved at the February meeting due to lack of attending members). The motion was seconded by M. Miller and unanimously approved (S. Stefanowicz abstained).

Financial Report: No report.

Engineer's Report: D. Shirk provided an Engineer's Report for late March through early April 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-NOB 54 in the amount of \$6,829.00 to Buchart Horn, Inc., for engineering 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 requisition as submitted. The motion was seconded by S. Stefanowicz and unanimously approved.

Note – the DT-Exeter-01 requisition (in the amount of \$1,768.96 to Exeter Supply Co., Inc., for construction services for the North of the Borough Project (which would have been the 55th draw on the 2019 bond fund) was not processed in March due to conflicts between the invoices attached and the amount of the requisition (despite being approved for adoption – TD Bank could not process with the discrepancy). The requisition was intended to be resubmitted, with the required correction, at the April meeting, but was overlooked. The corrected DT-Exeter-01 requisition will be submitted and paid at the May meeting.

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) stated the controls and VFD's are too 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 originally quoted \$18,000 to do this wiring, but reduced this amount to \$17,200 (Doli quoted \$60,000). After discussion, the Authority agreed to approve payment up to this amount, recognizing a meeting would be held between the Township and Envirep on Friday to discuss either a

reduced price or potential credits for annual inspections (costing roughly \$1,100 per year) to recoup such costs which the Authority feel is due to Envirep's failures. S. Stefanowicz made a motion to approve the wiring work to Envirep in an amount not to exceed \$17,200, subject to the Township's efforts to reduce or receive credits. The motion was seconded by B. Newbould and unanimously approved.

D. Shirk reported on the status of the North of the Borough Project and Change Order No. 4 from Doli Construction (originally seeking a 148 day time extension, which the Authority countered with an extension from April 11th to June 30th conditioned on work commencing by April 11th). The counteroff was rejected by Doli, and the Authority generally discussed different options – including the fact PennDOT approved road closure of Rt. 74 during the line replacement process only (not paving), which would total 14 days. The Authority also generally discussed the remaining work and Doli's proposed schedule, which was complicated by Envirep changing the delivery date of the pump station from April to May 11th. After discussion, the Authority directed Buchart Horn to respond to Doli that it would be willing to extend the Substantial Completion date to August 15th at the latest (to account for back to school bus traffic).

D. Shirk reported on the ongoing WQM permit issues with DEP, stating that there was correspondence with DEP after L. Oswalt had made a request to DEP. DEP stated that the WQM permit would be finalized in the next "few weeks", and that required information to move forward with the NPDES permit would follow the WQM permit issue resolution.

D. Shirk advised that comments for the Phase II of the Joint Interceptor project were received and processed by Buchart Horn, and that the permits were resubmitted.

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

Plant Operator's Report: C. Jordan discussed the March-April 2024 operator's report, which are filed with these minutes and incorporated herein by reference. Outside of the report, C. Jordan reported that Trane 1 was back online (after being offline since pre-Christmas due to wet weather); that the staff was draining clarifier 7 (after the completed repairs) to conduct routine cleaning and maintenance; that the two newest WWTP hires have been working out extremely well to date; and that the new SCADA system has been installed and running concurrently with the current SCADA system (to ensure no bugs or issues), and that so far, the new system is working smoothly. C. Jordan also reported on a new gate operating program at the WWTP to be installed next Tuesday.

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

Public Works Report: C. Hamme had a question for C. Miller regarding the Hines warehouse project and a requested sewer capacity letter. The preliminary response was the letter could not yet be issued, but the matter would further be discussed at a scheduled April 29th staff meeting to discuss the Hines application. M. Fleming reported on the need to start planning for the back-up generator, required by DEP, and everything that entails (such as potential land acquisition, land use and development work, and cost/planning estimates). The Authority generally discussed the processed, and directed M. Fleming to move forward with starting the process, and to bring formal approvals/reports to the Authority as needed.

Solicitor Report: No 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:

5/22/2024 at 6:00PM

Respectfully submitted,
B. Boyer, Secretary