

**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: 5/22/2024**

**Attending Were:** R. Stone, B. Newbould, M. Miller, 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 May 2024 at 6:00 p.m.

**Minutes:** M. Miller made a motion to approve the April 2024 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 April through early May 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-Exeter-01 in the amount of \$1,406.23 to Exeter Supply Co., Inc., for construction services for the North of the Borough Project (this is the 56<sup>th</sup> draw on the 2019 bond fund). Note that this requisition was submitted and approved at the March meeting, but was not processed due to issues with the invoices. This approval replaces said prior approval.
- DT-NOB 55 in the amount of \$20,996.00 to Buchart Horn, Inc., for engineering services for the North of the Borough Project (this is the 57<sup>th</sup> draw on the 2019 bond fund.)

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

D. Shirk generally reported on the status of the North of the Borough Project, stating the pumping station was finally received on May 21<sup>st</sup> and was in the process of being installed. D. Shirk also reported on the status of work on Rt. 74 and the road closure, stating that Doli was making good progress, and such work was going as fairly well. The Authority questioned the need for flaggers positioned at the closures to help direct traffic needing to access certain portions of Rt. 74 that were closed, and D. Shirk said he would raise it with Doli. D. Shirk also presented Change Order No. 4, which had been going back and forth with Doli Construction as a no-cost time extension to account for the delay in delivering the pump station. The Authority agreed to an extension through August 16<sup>th</sup> (a Friday). S. Stefanowicz made a motion to approve said Change Order No. 4. The motion was seconded by B. Newbould and unanimously approved. D. Shirk also presented Change Order No. 5, another no cost change order that would establish the price for rock removal (if encountered) at \$250 per cubic yard and a price reduction of \$680 per day for work on Rt. 74 during road closure (to compensate for late of a flagger service). B. Newbould made a motion to approve said Change Order No. 5. The motion was seconded by M. Miller and unanimously approved.

D. Shirk reported DEP issued the WQM permit which approved all work at the WWTP as it currently exists. He also reported that the NPDES draft permit should be received in the near future.

D. Shirk advised that Buchart Horn was waiting on additional comments or approvals with permitting for the Phase II of the Joint Interceptor project.

D. Shirk also reported on testing the lines within the Waldorf area entering the rear of the WWTP (from Conewago Twp.), stating that their Authority meet next week and he anticipated a decision on how to move forward.

**Treasurer's Report:** M. Miller reported he would be meeting with former treasurer D. Hogeman during the next month to get caught up on reporting. Otherwise there was no report.

**Plant Operator's Report:** C. Jordan discussed the April-May 2024 operator's report, which are filed with these minutes and incorporated herein by reference. Outside of the report, C. Jordan reported that the WWTP took delivery of a gator which was coming in handy, and also reported the SCADA system was fully integrated, in use, and working extremely well. C. Jordan also reported that all work on Clarifier No. 7 was successfully completed.

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

**Public Works Report:** C. Hamme reported on the status of the well exploratory drilling on the Authority's property pursuant to the well option agreement, stating that thus far the well was only 40 gal. per minute, and they needed around 100 gal. per minute. The Township is going to try a location closer to the creek to see if it can get better results.

M. Fleming also reported on the status of real estate acquisition for the generator, stating preliminary land use requirements with Conewago had been determined, and an initial draft sales contract was sent to Billhart's attorney. M. Fleming also reiterated D. Shirk's comments on the testing of the line in the Waldorf area.

**Solicitor Report:** No report.

**Public Comment:** None.

**New Business:** R. Stone discussed the lack of a quorum at the June 26<sup>th</sup> meeting. The Authority members decided to cancel said meeting, and directed staff to post the same on the website. B. Newbould made a motion to cancel said meeting. The motion was seconded by S. Stefanowicz and unanimously approved.

**Old Business:** None.

**Adjournment.**

R. Stone adjourned the regular meeting at 6:38 P.M.

**Next Meeting Date:**  
7/24/2024 at 6:00PM

Respectfully submitted,

C. Miller, Acting Secretary