

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: 7/24/2024

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), M. Helwig (Utilities Superintendent), C. Billet (Asst. Plant Superintendent), and B. Funkhouser (Buchart Horn).

R. Stone called the authority meeting to order for July 2024 at 6:00 p.m.

Minutes: B. Newbould made a motion to approve the May 2024 meeting minutes as submitted (there being no June meeting). The motion was seconded by S. Stefanowicz and unanimously approved.

Financial Report: No report.

Engineer's Report: D. Shirk provided an Engineer's Report for late May through early July 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-NOB General 04 in the amount of \$797,540.46 to DOLI Construction Corp., for contracting and construction services for the North of the Borough Project (this is the 58th draw on the 2019 bond fund).
- DT-NOB 56 in the amount of \$6,064.00 to Buchart Horn, Inc., for engineering services for the North of the Borough Project (this is the 59th draw on the 2019 bond fund.)

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

After discussion, it was determined that the above requisitions would overdraw the Series 2019 Bond amount. As such, the following revised requisitions were submitted by Buchart Horn for payment:

- DT-NOB General 04 in the amount of \$600,000.00 to DOLI Construction Corp., for contracting and construction services for the North of the Borough Project (this is the 58th draw on the 2019 bond fund).
- DT-NOB General 05 in the amount of \$197,540.46 to DOLI Construction Corp., for contracting and construction services for the North of the Borough Project (this is the 1st draw on the 2021 bond fund).
- DT-NOB 56 in the amount of \$6,064.00 to Buchart Horn, Inc., for engineering services for the North of the Borough Project (this is the 2nd draw on the 2021 bond fund.)

S. Stefanowicz made a motion to approve the above requisitions and terminate the prior motion for requisition approval. The motion was seconded by B. Newbould and unanimously approved.

D. Shirk presented CO No. 1 to the Authority for a change order to Buchart Horn's construction services contract with the Authority for the NOB project. The change order was for an additional \$75,000 representing 620 additional hours to date and an estimated 180 additional hours through project completion. The Authority generally discussed the change order, including the fact the original agreement was a "not to exceed" amount and required Buchart Horn to get written approval prior to incurring time beyond the scope of the original contract. The Authority also discussed lack of documentation to support the change order. After general discussions with the Buchart Horn representatives, it was agreed that the Authority would approve an amount of \$50,000 for CO No. 1, and the balance would be approved with proper documentation to support the change order. S. Stefanowicz made a motion to approve the amount of \$50,000 from Buchart Horn's CO No. 1 for the construction services contract, and withhold action on the balance amount of \$25,000. The motion was seconded by B. Newbould and unanimously approved

D. Shirk then notified the Authority of a pending change order from Doli as the general contractor on the NOB project. D. Shirk did not have definite information (documentation or figures), but he did provide estimates (which he received from Doli) as follows:

- Rock in Route 74 - \$32,000
 - Unforeseen utility issues - \$11,000
 - Water exploratory issues - \$3,000
 - Unforeseen utility issues in duct bank - \$39,000
 - Pump station under drain - \$25,000
 - Pump station changes - \$9,000
- Total: \$119,000 (estimate)

The Authority generally discussed the above, but noted it needed final information and figures, all to be vetted by Buchart Horn, prior to discussing in earnest.

D. Shirk next generally reported on the status of the North of the Borough Project. After the time extension change order, the completion date is scheduled for August 16, 2024. Doli reported it is on track to meet this deadline. Doli is currently working on paving and laterals, and will soon be shifting over to the main lines to remove the temporary paving and complete the final paving work. The pump station is scheduled to be tested and brought online in the 1st to 2nd week of August (with gas hook-up occurring on August 7th).

D. Shirk reported that the NPDES permit is with DEP and still under review, and there has been communication back and forth regarding additional information. D. shirk also reported that DEP raised the issue of additional testing requirements (which would also impact a majority of similarly situated treatment plants).

D. Shirk stated that Buchart Horn had the Phase II - Joint Interceptor project on the back-burner with the multiple other Authority projects. However, it was reported that the WQM permit should be submitted to DEP within 2 weeks.

Treasurer's Report: M. Miller generally discussed the July 2024 operator's report, financial report, which is filed with these minutes and incorporated herein by reference. The Authority discussed the current financial situation, and the potential need for additional funding based on future project. R. Stone reported he would contact Laurel to discuss how to move forward, and potentially reach out to Jamie with PFM Financial to discuss future needs.

Plant Operator's Report: C. Jordan discussed the May-July 2024 operator's report, which are filed with these minutes and incorporated herein by reference. Outside of the report, C. Jordan reported on new dissolved oxygen sensors, work for the clean-out of clarifiers, and related upkeep/maintenance at the WWTP.

Collections Report (by Utilities Superintendent): The Utilities Superintendent's collection report was provided for June-July 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 4 test wells were drilled, with two having acceptable water rates (100 GPM and 85 GPM). These rates will decrease with ordinary pumping flow (roughly around 25%), but the hope is to utilize both with one (1) wellhead. It seems likely that the Township will utilize the property for well usage.

M. Fleming and C. Miller also reported on the status of real estate acquisition from Brillhart. C. Miller reported on conversations with Brillhart's attorney. The Authority generally discussed the need for additional land beyond the 3.4 acres originally contemplated. The Authority decided to discuss the topic with the Township and Engineers to get a better idea of what amount of land would be feasible and sensible, with the hope to have a better idea at the August meeting, and then engage Brillhart and his counsel to come to an agreement to move forward.

Solicitor Report: No report (outside of the Brillhart/real estate matter above).

Public Comment: None.

New Business: None.

Old Business: None.

Adjournment.

R. Stone adjourned the regular meeting at 6:48 P.M.

Next Meeting Date:
8/28/2024 at 6:00PM

Respectfully submitted,
C. Miller, Acting Secretary