

Dover Township Sewer Authority
2840 West Canal Road
Dover PA 17315

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

Secretary: Christian Mitchell
Member: Bill Newbould
Attorney: Christian Miller

Minutes: 4/23/2025

Attending Were: R. Stone, B. Newbould, S. Stefanowicz, C. Mitchell (Authority Members), C. Jordan (Plant Superintendent), D. Shirk (Engineer), S. Jett (Utilities Superintendent), M. Helwig (Asst. Public Works Director), M. Ladd (Asst. Utilities Superintendent), and B. Funkhouser (Buchart Horn).

Minutes: S. Stefanowicz made a motion to approve the March 2025 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 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 for payment:

- DT-INFLUENT 14 in the amount of \$5,105.50 to Buchart Horn, for engineering services for the Influent Project (this is the 20th draw on the 2021 bond fund).

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

D. Shirk reported that Dover Township and the WWTP staff received a draft NPDES permit from PADEP. The permit has been reviewed and a letter requesting clarifications is being returned to PADEP.

D. Shirk provided an update on the Joint Interceptor project, stating that Buchart Horn is combining the WQM permit with a WQM permit for the Pine View Interceptor. The combined permit will be submitted on or before 5/2/2025.

D. Shirk provided an update on the WWTP Improvements Project, stating that Buchart Horn is finalizing the designs for the new metering and sampling facilities at the headworks. A draft of the drawings was provided to the plant staff for review. Buchart Horn will submit the WQM permit for the plant improvements on or before 5/2/2025.

Treasurer's Report: M. Miller submitted the March 2025 financial report, which is filed with these minutes and incorporated herein by reference. M. Miller provided general highlights on the reports and the balances held in various accounts.

Plant Operator's Report: C. Jordan discussed the March 2025 operator's report, which are filed with these minutes and incorporated herein by reference. Outside of the report, C. Jordan reported on continued maintenance to the WWTP, including testing for fecal which will be back in three to seven days.

C. Jordan reported that there were 28 work orders in March as well as the faring chloride tank is 30 years old. It will need to be replaced in the next five years. A new tank would use the same containment structure while cranes replace the internal tank.

S. Stefanowicz raises a question as to if a whole plant generator is required at this time. D. Shirk responded that it is not required at this time, but will probably be needed in the future.

Collections Report (by Utilities Superintendent): The Utilities Superintendent's collection report was provided for March 2025 and is incorporated herein by reference. S. Jett generally provided highlights of the report.

Public Works Report: No report.

Solicitor Report: No report.

Public Comment: None.

New Business: R. Stone reported there is no news on Brillhart property and hope to have a report for the next meeting.

R. Stone discussed the possibility of buying or donating the land south of Conewago creek to Dover Township. It was determined that this could cause problems with other townships. It is also discussed whether or not the sewer authority could keep ownership and use for recreation.

Old Business: None.

Adjournment.

R. Stone adjourned the regular meeting at 6:13 P.M.

Next Meeting Date:

5/28/2025 at 6:00PM

Respectfully submitted,
C. Mitchell, Secretary