

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: 5/28/2025

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

Minutes: S. Stefanowicz made a motion to approve the April 2025 meeting minutes as submitted. The motion was seconded by M. Miller 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 15 in the amount of \$12,330.00 to Buchart Horn, for engineering services for the Influent Project (this is the 21st 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 the final NPDES permit from PADEP. It is noted that there will be extra sampling to complete over weekends.

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.

D. Shirk provided an update on the WWTP Improvements Project, stating that Buchart Horn has finalized the designs for the new metering and sampling facilities at the headworks. Buchart Horn submitted the WQM permit for the plant improvements on 5/12/2025.

Treasurer's Report: M. Miller submitted the April 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 April 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 pressure washing the entire plant.

C. Jordan reported that the WWTP staff has been conducting a once a year wet test. Each failure requires another test. Currently on 3rd test. This should be completed before the new permit goes into effect 6/1/2025.

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

Public Works Report: C. Hamme would like clarification on what to do with sewer authority land along Old Carlisle Rd.

R. Stone proposes a long term lease to the township in lieu of donating or selling the property. It would be desired that the township leases the entire property as the sewer authority does not need the land.

S. Stefanowicz proposes the land be repurposed as recreational, but C. Miller states there is no reason for the sewer authority to own the land for recreational purposes.

C. Miller suggests imposing an easement around the existing wells to ensure the sewer authority retains access and possession of the wells incase they are needed anytime in the future.

The consensus among sewer authority members is to sell the property while keeping the wells.

R. Stone inquires about the possible funds from sale going towards the purchase of the Brillhart property.

Solicitor Report: C. Miller reports no update from Brillhart property owners. C. Miller will be contacting their attorney to discuss and provide updates.

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 6:27 P.M.

Next Meeting Date:
6/25/2025 at 6:00PM

Respectfully submitted,
C. Mitchell, Secretary