

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: 7/23/2025

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

Minutes: R. Stone made a motion to approve the June 2025 meeting minutes as submitted. 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 June 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, which were none for the Month of June.

Treasurer's Report: M. Miller submitted the June 2025 financial report, which is filed with these minutes and incorporated herein by reference.

Plant Operator's Report: C. Jordan discussed the June 2025 operator's report, which are filed with these minutes and incorporated herein by reference. Outside of the report, C. Jordan reported that once again July was a very wet month for the WWTP, they manage to operate the WWTP – (requiring many overnight shifts and continued monitoring). C. Jord reported that there is currently an intern working for the summer to help fill in some of the empty holes left behind. He will be returning to school, but hopes to extend a position in the future. New employee, Jeffery, is working to get trained. Also reported was the failure of D.O. test at a level of 5.5. The passing value is required to be 6.0 or higher. There is no concern of repercussions due to this failure and was most likely caused by the excessive amount of rain received in the past month. C. Jordan otherwise reported on a number of staffing and employment changes.

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

Public Works Report: C. Hamme provided a license and nondisclosure agreement pertaining to the request by Columbia Gas's contractors to enter Dover Township's sanitary sewer system to inspect for cross-bores. The will provide all the videos to Dover Township of the lines to be added to our GIS. (Christian Miller read the document and made a few changes, and he is now okay with the document).

After review, R. Stone makes a motion to sign the Columbia Gas documents. The motion was seconded by M. Miller and unanimously approved.

Solicitor Report: C. Miller reported that, he is still not heard from Brillhart's attorney after multiple attempts of contact. C. Miller will continue efforts to contact. R. Stone suggests himself or Laurel

contacting Brillhart himself to ensure that he is still interested. The rest of the board agreed and R. Stone will give an update during the next meeting.

Public Comment: None.

New Business: None.

Old Business: None.

Adjournment.

R. Stone adjourned the regular meeting at 6:20 P.M.

Next Meeting Date:

8/27/2025 at 6:00PM

Respectfully submitted,
C. Mitchell, Acting Secretary