

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: 8/28/2024

Attending Were: R. Stone, B. Newbould, M. Miller, S. Stefanowicz, B. Boyer (Authority Members), C. Jordan (Plant Superintendent), T. Lang (Solicitor), D. Shirk (Engineer), C. Hamme (Public Works Director), M. Helwig (Utilities Superintendent), L. Oswald (Township Manager), B. Funkhouser (Buchart Horn), G. Moore and J. Schlesinger (PFM Financial Advisors, LLC).

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

Minutes: B. Newbould made a motion to approve the July 2024 meeting minutes as submitted. The motion was seconded by M. Miller and unanimously approved.

Financial Report: G. Moore and J. Schlesinger presented an investment option through the SLGS Program for the 2021 Revenue Bond. In order to avoid arbitrage, PFM advised to move the balance of the 2021 Bond proceeds from the PLGIT account to the SLGS Program, which would still be maintained and administered by TD Bank (all requisition protocol and money availability would remain the same). The Authority generally discussed and questioned the proposal. After discussion, S. Stefanowicz made a motion to approve the transfer of 2021 Bond funds to the SLGS Program, said approved being conditioned on a review by the solicitor. The motion was seconded by B. Boyer and unanimously approved.

Engineer's Report: D. Shirk provided an Engineer's Report for late July through early August 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 for payment:

- DT-NOB General 5 in the amount of \$699,442.75 to DOLI Construction Corp., for contracting and construction services for the North of the Borough Project (this is the 59th (and final) draw on the 2019 bond fund and the balance will be the 3rd draw on the 2021 bond fund).
- DT-ABLE 1 in the amount of \$14,600 to Able Recon., for wet-well work for Influent work (this is the 4th draw on the 2021 bond fund.)

S. Stefanowicz made a motion to approve the above requisitions as submitted. 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 initial \$50,000 was approved in July, with the remainder pending documentation from Buchart Horn. After review of the documentation provided by D. Shirk and B. Funkhouser, the Authority discussed what went into this additional work. D. Shirk confirmed the costs

stemmed from extended piping to properties, coordinated pumpstation control alterations, and improved fiber optics.. The motion was to approve the remaining \$25,000 was made by B. Newbould, seconded by S. Stefanowicz 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 provided a total change order of \$158,000. B. Newbould questioned D. Shirk why the amount was increased from the previous \$119,000 estimated in July. After discussion with D. Shirk and B. Funkhouser, and review of the documentation provided by Doli to D. Shirk for the Authority, the Authority motioned to approve the change order for the full amount of \$158,000. B. Newbould motioned to approve, which was seconded by M. Miller and unanimously approved.

D. Shirk next generally reported on the status of the North of the Borough Project. The main line paving has been completed on the major road. Final install and station still necessary. Anticipated in mid-September.

D. Shirk noted that the Fox Run Interceptor Project has an estimated \$7,680,000.

D. Shirk stated that Buchart Horn had the Phase II - Joint Interceptor project has a new engineering cost opinion. The new estimate is \$9,320,000. The increase in cost is due to a new material of pipe with greater durability to reduce seal issues present in Phase I.

Lastly, D. Shirk reported on the Brillhart property. The Authority discussed D. Shirk's floodplain map and areas suitable for building. The Authority also debated just how much is necessary, while considering the long-term viability and growth of the region. L. Oswald confirmed that the Authority currently operates on 16 acres. M. Miller asked what future changes could come that would require more space. Both D. Shirk and B. Funkhouser agreed that more property will eventually be necessary to some extent. M. Miller questioned how the taxes may be impacted on the potential new property, and what options were available. T. Lang advised the Authority could purchase some of the property, with a right of first refusal for the remaining. The Authority also expressed concerns over Clean and Green impact, as the Brillhart property is already in that program. The Authority requested the solicitor conduct research to determine the impact on Clean and Green. The Authority also agreed that R. Stone and S. Stefanowicz will act as an action team to meet and discuss with Mr. Brillhart options he would consider. The Authority settled on two potential options: (1) purchasing a smaller portion of about 10 acres, or (2) purchasing the full parcel.

Treasurer's Report: M. Miller generally discussed the August 2024, financial report, which is filed with these minutes and incorporated herein by reference. M. Miller confirmed the depletion of the 2019 Guaranteed Sewer Revenue Bond and the implementation of the 2021 Guaranteed Sewer Revenue Bond.

Plant Operator's Report: C. Jordan discussed the July-August 2024 operator's report, which are filed with these minutes and incorporated herein by reference. Outside of the report, C. Jordan reported the fall maintenance program is beginning, and new employees have been proceeding with training courses.

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

Public Works Report: C. Hamme provided general comments on potential uses for Authority funds.

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 7:22 P.M.

Next Meeting Date:

9/25/2024 at 6:00PM

Respectfully submitted,

B. Boyer, Secretary