

SMITHFIELD SEWER AUTHORITY AGENDA
JANUARY 10, 2023 1:00 P.M.

PLEDGE OF ALLEGIANCE TO THE FLAG:

ROLL CALL:

Russell Albert, Marianne Bridges, Robert Lovenheim, Terri Timko, Robert Kidwell, Ben Kutz

APPROVE MINUTES OF MEETING HELD ON DECEMBER 12, 2022, AS WRITTEN:

PUBLIC COMMENT PERIOD FOR ITEMS ON THE AGENDA:

| <u>REORANIZATION</u> | <u>PRESENTLY or PROPOSED</u> | <u>NOMINATIONS</u> |
|--|--|---------------------------|
| CHAIRMAN | RUSSELL C. ALBERT II | |
| VICE-CHAIRMAN/TREASURER | MARIANNE BRIDGES | |
| SECRETARY | ROBERT LOVENHEIM | |
| ASSISTANT SECRETARY/RTK OFFICER | TERRI TIMKO | |
| MEMBER | VACANT | |
| MEETING DATE & TIME | 2 nd MONDAY OF EACH MONTH AT 1:00pm | |
| SOLICITOR | NEWMAN WILLIAMS, PC | |
| ALTERNATE SOLICITOR | DEBORAH L. HUFFMAN, ESQ. | |
| SPECIAL SOLICITOR FOR LEGAL ISSUES | JOSELE CLEARY, ESQ. | |
| AUTHORITY ENGINEER | GILMORE & ASSOCIATES, INC. | |
| ALTERNATE AUTHORITY ENGINEER FOR 447 STORM PIPE | HANOVER ENGINEERING ASSOCIATES, INC. ENGINEER HANOVER ENGINEERING ASSOCIATES, INC. ALTERNATE ENGINEER | |
| FOR 447 STORM PIPE | GILMORE & ASSOCIATES, INC. | |
| AUDITORS | KIRK, SUMMA & CO., LP FINANCIAL | |
| ADVISOR | KIRK, SUMMA & CO., LP | |
| ALTERNATE FINANCIAL ADVISOR | RILEY & COMPANY, INC. | |
| DESIGNATED DEPOSITORY | ESSA BANK & TRUST & PLGIT | |
| PAYROLL COMPANY | PAYROLLS UNLIMITED | |
| PENSION PLAN | PENNSYLVANIA MUNICIPAL RETIREMENT SYSTEM | |
| SUGGESTED OFFICE HOURS | 8:00am to 4:00pm | |
| REAFFIRM FEES | | |
| Tapping Fee | \$4,500 per EDU | |
| User Fee | \$162.50/\$160.00 per EDU | |
| Reservation Fee | \$97.50 per EDU | |
| Stand By Fee | \$100.00 | |
| Inspection Fee | \$175.00-single family home | |
| Legal/Engineering Review Fee | based on size/scope of project | |
| Sewer Certification Fee | \$25.00 per request | |
| Storm Water User Fee | based on use calculation | |

REGULAR MEETING

SOLICITORS REPORT – ROBERT KIDWELL ESQ.:

B209-Milford Road connection—final notice letter
Correspondence received regarding PPL

ENGINEERS REPORTS:

SEWER—BEN KUTZ:

Review Monthly Report
Status of bidding WWTP pump station refurbishment-consider motion to advertise.
Status of Manhole Lining by Advanced Rehabilitation Technology in the amount of \$13,800.00

447 STORM PIPE—SAL CAIAZZO/MIKE MUFFLEY

SYSTEM OPERATOR’S REPORT

Review Monthly Report.

UNFINISHED BUSINESS:

Smithfield Gateway—waiting for revisions of Sewer Service Agreement
Future capacity study—ongoing-Waiting for 3rd Street flow study report from Borough of East Stroudsburg Engineer.
Seven Bridge Road Extension—subject to funding prior to starting design
Status of funding with Local Share Account through MCIDA—request submitted 8/22/22, clarifications requested 11/21/22
Status of additional \$100,000 funding from Board of Supervisors—commitment letter received 11/21/22
Status of submission for grant through Pa Small Water and Sewer Program-Submitted 12/21/2022

NEW BUSINESS:

Motion to pay 1/15/2023 FINAL bond payment in the amount of \$469,650.00
Motion to ratify additional December bills approved by email in the amount of \$153,313.22
Motion to pay the bills through January 9, 2023 and ratify the expenditures in the amount of \$55,201.84.
Motion to change Mileage rate to the IRS 2023 rate of \$0.655 cents per mile.
Motion to hire Corissa Gehring for Assistant Clerk position.
Statement of Financial interests given to all Board members.

PUBLIC COMMENT PERIOD:

MOTION TO ADJOURN: