

SMITHFIELD SEWER AUTHORITY AGENDA

APRIL 14, 2025 1:00 P.M.

PLEDGE OF ALLEGIANCE TO THE FLAG:

ROLL CALL:

BOARD: Russell Albert, Marianne Bridges, Michael Albert, Terri Timko, Ben Kutz, Robert Kidwell

STAFF: Corissa Gehring and Norbert Erichsen

PUBLIC:

APPROVE MINUTES OF MEETING HELD ON MARCH 10, 2025, AS WRITTEN:

PUBLIC COMMENT PERIOD FOR ITEMS ON THE AGENDA:

REGULAR MEETING

SOLICITORS REPORT – ROBERT KIDWELL ESQ.:

Lien Filing – 13 Total for March 2025

Review of Mosier Pump Station Operation and Maintenance Agreement (see new business below)

ENGINEERS' REPORTS:

SEWER—BEN KUTZ:

Review Monthly Report

Status of Ash & Holly Lane Project

Consider motion to award bid for Ash & Holly Lanes Ex., contingent upon acceptable document review by Mr. Kutz and Mr. Kidwell.

Status of Phase 1 for the 209 extension

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

Phase 1A-2 Wawa Site—Wawa Grand opening 4/10/2025.

Future capacity study—ongoing-Waiting for 3<sup>rd</sup> Street flow study report from Borough of East Stroudsburg

Engineer. Status of meeting to discuss ongoing and future capacity needs of the Authority.

Status of Local Share Account – Monroe County 2024 Grant resubmission for the Seven Bridge Road Extension.

Submitted 9/17/2024

Status of Local Share Account Statewide 2024 – Grant resubmission for the Seven Bridge Road Extension

submitted 11/27/2024.

Status of 115 Twin Falls Road: Office-Garage space (Architect/Designer waiting for color renderings of exterior elevations)

Status of garage maintenance projects – ongoing

Land Development Plan accepted by Township Planning Commission – under review before submission to BOS

Status of Dr. Kahn Project land transfer and HOP

NEW BUSINESS:

Motion to ratify release of payments to Smithfield Township and MCPC for application and permit fees.

\$200 Drainage Application Fee, \$1000 LDP Application Fee, \$1500 Escrow, \$3500 Additional Escrow,  
and \$500 MCPC Application Fee.

Motion to pay the bills through April 14, 2025 and ratify the expenditures in the amount of \$67,340.04.

Motion to ratify payroll and payroll taxes for March 2025 in the amount of \$18,887.57.

Motion to ratify the purchase of Maintenance trailer and accessories in the amount of \$3,263.04.

Discuss implementation of a paving policy for road construction projects within Authority sewer line areas.

Letters sent to Private Pump Station Owners.

Receiving quotes for restoration of ground damaged by tree removal by previous property owner.

Widmer Tree Service has removed additional dead trees.

Finalizing Employee handbook-will provide to Mr. Kidwell for review when complete.

PUBLIC COMMENT PERIOD:

MOTION TO ADJOURN: