

SMITHFIELD SEWER AUTHORITY AGENDA  
MAY 12, 2025 1:00 P.M.

PLEDGE OF ALLEGIANCE TO THE FLAG:

ROLL CALL:

BOARD: Russell Albert, Marianne Bridges, Michael Albert, Terri Timko,  
LEGAL: Robert Kidwell  
ENGINEER: Ben Kutz  
ENGINEER: Sal Caiazzo – Hanover Engineering  
STAFF: Corissa Gehring and Norbert Erichsen  
PUBLIC:

APPROVE MINUTES OF MEETING HELD ON APRIL 14, 2025, AS WRITTEN:

PUBLIC COMMENT PERIOD FOR ITEMS ON THE AGENDA:

REGULAR MEETING :

SOLICITOR'S REPORT – ROBERT KIDWELL ESQ.:

Lien Filing – 4 Total for April 2025  
Review of Ash & Holly Lanes Extension Bid Documents with reduced scope of work.  
Review of employee handbook

ENGINEER'S REPORTS:

SEWER—BEN KUTZ:

Review Monthly Report  
Motion to award bid to Wexcon and authorize coordinating contract documents for Ash & Holly Lanes Ext with a reduced scope.  
Status of Phase 1 and 2 for the Seven Bridge Road(209) extension

447 STORM PIPE—SAL CAIAZZO/MIKE MUFFLEY

Provided Borough of East Stroudsburg's engineer copies of 447 Storm Pipe Project and 179 Independence Road Medical Center storm water drawings. Borough is reviewing options to address storm pipes in the Borough.

SYSTEM OPERATOR'S REPORT

Review Monthly Report.

UNFINISHED BUSINESS:

Smithfield Gateway—waiting for revisions of Sewer Service Agreement  
Future capacity study—ongoing-Waiting for 3<sup>rd</sup> Street flow study report from Borough of East Stroudsburg Engineer.  
Status of meeting Borough Manager 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 (Received color renderings of exterior elevations of garage)  
Status of garage maintenance projects – Building Permit approved  
Land Development Plan accepted by Township Planning Commission – under review before submission to BOS.  
Received Review Comment Letter #1 from Engineer. Hanover Engineer reviewing and will offer the Authority options as to how to respond to comments.  
Discuss terminating arrangements with Raymond E. O'Brien R.A. Inc. for 115 Twin Falls Road  
Status of Dr. Kahn Project land transfer and HOP  
Discuss implementation of a paving policy for road construction projects within Authority sewer line areas  
Discuss Finalizing Employee handbook-Mr. Kidwell review completed.  
Status of letters sent to Private Pump Station Owners.

NEW BUSINESS:

Motion to pay the bills through May 12, 2025 and ratify the expenditures in the amount of \$115,400.47.  
Motion to ratify payroll and payroll taxes for April 2025 in the amount of \$19,084.04.

PUBLIC COMMENT PERIOD:

MOTION TO ADJOURN: