

The regular monthly meeting of the Smithfield Sewer Authority was held on Monday, July 8, 2024 at 1:00pm in the Smithfield Township Municipal Building with the following members present Russell C. Albert II (Chairman), Marianne Bridges (Treasurer), Terri Timko, (Assistant Secretary), Ben Kutz, (Engineer), and Robert Kidwell (Solicitor)

Ms. Corrissa Gehring (Smithfield Sewer Authority), Mr. Norb Erichsen (Smithfield Sewer Authority), and Mr. Alex Jackson (Smithfield Township/Environmental Advisory Committee), were also present.

Mr. Albert opened the meeting with the Pledge of Allegiance.

There being no corrections or additions to the minutes from the Regular meeting held on Monday, June 10, 2024, a motion was made by Ms. Bridges to approve the minutes as written by the Assistant Secretary. Seconded by Mr. Albert and carried unanimously.

REGULAR MEETING

SOLICITOR REPORT – Mr. Robert Kidwell, Esq.

Mr. Kidwell informed the Board the 2025 Tax Exemption request, for 115 Twin Falls Road, will be submitted prior to the deadline of August 1, 2024.

A motion was made by Mr. Albert to authorize Ms. Timko to research insurance companies for Dental and Vision Insurance and offer it to part-time staff. Seconded by Ms. Bridges and carried unanimously.

ENGINEERS REPORT

SANITARY SEWER – Gilmore & Associates – Ben Kutz – Copy of report provided to each member and reviewed by Mr. Kutz. Mr. Kutz informed the Board that a few revisions were completed and is waiting on Site Specifics on E-1 grinder pump pricing for the Ash & Holly Lanes Project. In the Fall, Ms. Timko will obtain a road opening permit from the Zoning Department for Lake Valhalla Drive. Also, in the fall the Authority should receive the Easements from Valhalla Lake Association. DEP is asking for an original land development plan for Lake Valhalla. Mr. Albert and Mr. Kutz are trying to locate. (Information was found and forwarded to PA DEP)

The status of Phase 1 for the 209 extension and the Status of amendment to Act 537 plan for Seven Bridge Road Extension was discussed. Mr. Kutz to move forward on DEP permit. DEP component 3M should be sufficient for the amendment for the portion of the Project along Eilenberger Road to Poco Lodge.

447 STORM PIPE – Hanover Engineering-nothing to report.

Discussion took place regarding the severe Storm Water Drainage issue occurring north of the Authorities 447 Storm pipe, at the entrance to LVHN Medical Building. Who is responsible for these storm grates, LVHN, PennDOT or the Township. The Authority is awaiting a response. No present issues. No Change. Utility Foreman will check status of Right A Way and if it needs to be cleared. Also working on grates at each end of Storm pipe.

SYSTEM OPERATOR'S REPORT: -report was received and reviewed by Mr. Albert

Updates on Smithfield Gateway: no change

Waiting for revisions of Sewer Service Agreement.

Phase 1A-2 Wawa Site. Land Development plans have been received and reviewed by the Township.

Phase 1A-2 Wawa Site. Utility plans reviewed by Gilmore & Assoc. Outstanding review fee for Wawa Site received.

Escrow monies for future phases are still outstanding. The Authority can release the Sewer Connection Permit.

Sewer lines are now being installed. Line is now extended to Manhole on Wawa site. On 6/10/2024, Mr. Albert met with the Site Contractor for Wawa.

Mr. Albert informed the Board that the Future Capacity Study continues to be ongoing. Mr. Albert will reach out to the Borough Water/Sewer Department for further information. No change.

The resubmission of the LSA Grant through MCIDA for the remaining balance needed to continue the Seven Bridge Road Extension phases was submitted in September 2023. The Authority should be notified of result in late spring. No change.

Status of Grant submission to Local Share Account-Statewide-submitted 11/27/2023-nothing to report.

115 Twin Falls Road/Office Space. Mr. Albert informed the Board that information has been provided to the Engineer for a land development plan and Architect for sketch plan and pricing. Corissa Gehring is researching the EPA Community Change Grants Program and will notify the Board as she progresses.

Discussion took place regarding a WWTP tour for the Environmental Advisory Committee. The Board is still not clear on exactly what the Committee is looking for and needs more specifics.

NEW BUSINESS:

A motion was made by Ms. Bridges to pay the bills through July 8, 2024 in the amount of \$88,078.19. Seconded by Mr. Albert and carried unanimously.

A motion was made by Ms. Bridges to ratify the release of payment for additional June invoices that were approved by email, in the amount of \$17,088.00. Seconded by Mr. Albert and carried unanimously.

A motion was made by Ms. Bridges to ratify payroll and payroll taxes for June 2024 in the amount of \$13,989.24. Seconded by Mr. Albert and carried unanimously.

A motion was made by Ms. Bridges to approve PCS Pump and Process as an additional vendor for grinder pump repairs. Seconded by Ms. Timko and carried unanimously.

A motion was made by Ms. Bridges to approve purchase of cyber insurance for \$1,000,000.00 in coverage with a premium of \$2,942.00. Seconded by Mr. Albert and carried unanimously. (Cyber Security Risk Assessment was completed by CyberClear and found the Authority in complete compliance-copy is located in office for review)

A motion was made by Ms. Bridges to approve the purchase of a plow for the Authority vehicle, not to exceed \$7,500.00. Seconded by Mr. Albert and carried unanimously.

The Authority acknowledged the receipt of the 2023 Audit from Kirk Summa and Co., LLC.

PUBLIC COMMENT:

Mr. Alex Jackson appeared before the Authority Board and discussed Smithfield Townships 537 plan.

There being no further business to discuss, a motion was made by Mr. Albert to adjourn the meeting at 2:51pm

Respectfully submitted,
Terri Timko, Assistant Secretary
Smithfield Sewer Authority
July 8, 2024