

The regular monthly meeting of Smithfield Sewer Authority was held on Monday, August 11, 2025 at 1:00 pm in the Smithfield Township Municipal Building with the following members present Russell C. Albert II (Chairman), Marianne Bridges (Vice-Chairman/Treasurer), Michael Albert, (Secretary) – arrived at 1:15pm, Terri Timko, (Assistant Secretary), Ben Kutz, (Engineer) and Robert Kidwell (Solicitor).

Ms. Corrissa Gehring and Mr. Norb Erichsen were also present.

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

There being no corrections or additions to the minutes from the meeting held on Monday, July 14, 2025, a motion was made by Ms. Bridges to approve the minutes as written by the Assistant Secretary. Second, Mr. R. Albert and approved unanimously.

REGULAR MEETING

SOLICITOR REPORT –Mr. Robert Kidwell, Esq.

Mr. Kidwell notified the Board that he had reviewed Resolution 3-2008 with 2010 amendments regarding Reservation of Capacity. Mr. Kidwell requested a copy of Application to Connect that is referred to in the Resolution.

ENGINEERS REPORT

SANITARY SEWER – Gilmore & Associates – Ben Kutz – Copy of report provided to each member and reviewed by Mr. Kutz.

Mr. Kutz released the notice to proceed to Wexcon for the Ash & Holly Lanes Extension on 7/7/2025, and is waiting on submittals for approval. Start date is tentatively scheduled for early September. Discussion took place regarding the status of PA DEP pre-planning for Phase 1 and 2 for the Seven Bridge Road Extension. Mr. Kutz had not received a phone call or email response from PA DEP in two weeks. Mr. R. Albert will be emailing DEP regarding the status and copy all appropriate parties. Mr. R. Albert will tentatively schedule a meeting with Senator Brown if no response or resolution to this matter is addressed by PA DEP. Mr. Kutz will be updating the Phasing Plan. Mr. Kutz notified the Board that 142/144 Airport Road is now connected to line and connection was inspected.

447 STORM PIPE – Hanover Engineering-nothing to report.

Mr. R. Albert requested quotes from Hanover and is waiting on reply. A motion was made at the July meeting to approve acceptable proposal under the bidding threshold for inspecting several manholes along the 447 Storm Water Pipe.

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

UTILITY STAFF REPORT: PA1 Call monthly data was reviewed by Mr. R. Albert

UNFINISHED BUSINESS:

Updates on Smithfield Gateway: no change: Waiting for revisions of Sewer Service Agreement and response regarding the LOC for the Wawa site. To date, no response has been received by Mr. Kutz or Mr. Kidwell.

Mr. R. Albert informed the Board that the Future Capacity Study continues to be ongoing.

An additional Addendum to the Agreement with Borough of East Stroudsburg may be required for additional flow to 3rd Street and redirect flow from 209/447 Pump Station to the Authority Waste Water Treatment Plant. Mr. R. Albert emailed Mr. Kelly Lewis, Borough Manager, requesting a meeting, to include Engineers and Finance individuals. Waiting on Borough response. Current flow data for East Brown St and Third Street was provided, per request of the Borough. Nothing new to report.

Status of Local Share Account Statewide 2024- Grant application submitted 11/27/2024. Response received that grants would be awarded in September 2025.

Motion was made by Mr. M. Albert to resubmit grant applications to the Local Share Account Local and Statewide. Second by Ms. Bridges and approved unanimously. (Resolution needed for October meeting for Statewide Grant)

115 Twin Falls Road/Office Space. Mr. R. Albert informed the Board that Hanover Engineering submitted comments in response to the Township Engineer’s review. Mr. R. Albert, Ms. Bridges, Ms. Timko and Mr. Bo Root of Hanover Engineering attended the Smithfield Township Planning Commission July 10, 2025 meeting for approval of the 115 Twin Falls Road LDP to submit to the Board of Supervisors. It was brought to the Authority’s attention that the Township Engineer did not review, and would be placed on the Planning Commission August 14, 2025 meeting. However, the Waiver Request Letter was

reviewed with the Planning Board. After discussing each Waiver, the Board appeared to be agreeable to the requests, except for the requests related to impact from quantity of parking spaces. The Board questioned why the Authority would want to build more spaces than required. This request will be reviewed by the Authority. Once approved at the 8/14/2025 Planning Commission meeting, the Authority will be placed on the Board of Supervisors 8/26/2025 meeting for final approval.

Color samples and materials for Garage were available for Board members.

Status of the Dr. Kahn Project land transfer and HOP. Refer to July 14, 2025 minutes for comments. Nothing new to report.

Discussion took place regarding privately owned pump stations. The Mosier's PS repairs are being made, escrow funds are being utilized and invoice of expenditures was submitted to owner for replenishment. Status of ESU PS is pending response.

NEW BUSINESS:

Motion was made by Mr. M. Albert to pay the bills through August 11, 2025 and ratify expenditures in the amount of \$118,476.47 Second, Ms. Bridges and approved unanimously.

Motion was made by Ms. Bridges to ratify payroll and payroll taxes for July 2025 in the amount of \$19,773.93. Second, Mr. R. Albert and approved unanimously.

Mr. R. Albert mentioned that he and Ms. Gehring will be meeting with Craig Todd of the Brodhead Water Shed to gather information regarding the needed repairs on the edge of the stream at 115 Twin Falls Road.

PUBLIC COMMENT:

No public comment.

There being no further business to discuss, a motion was made by Mr. R. Albert to adjourn the meeting at 2:05 pm. Second by Mr. M. Albert and approved unanimously.

Respectfully submitted,

Terri Timko, Assistant Secretary
Smithfield Sewer Authority
August 11, 2025