

**SMITHFIELD SEWER AUTHORITY AGENDA**  
**SEPTEMBER 8, 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  
STAFF: Corissa Gehring and Norbert Erichsen  
PUBLIC:

**APPROVE MINUTES OF MEETING HELD ON AUGUST 11, 2025, AS WRITTEN:**

**PUBLIC COMMENT PERIOD FOR ITEMS ON THE AGENDA:**

**REGULAR MEETING :**

**SOLICITOR'S REPORT – ROBERT KIDWELL ESQ.:**

Review of Amendment for \$50,000 & \$220,000 LSA Grant  
Promissory Note and Construction Easements for Ash Lane Residents  
Review of RFP for 115 Twin Falls Road Garage proposals

**ENGINEER'S REPORTS:**

**SEWER—BEN KUTZ:**

Review Monthly Report  
Status of Ash & Holly Extension-Notice to Proceed issued 7/7/2025  
Status of PA DEP Pre-Planning for Phase 1 and 2 for the Seven Bridge Road(209) extension

**447 STORM PIPE—SAL CAIAZZO/MIKE MUFFLEY**

**SYSTEM OPERATOR'S REPORT**

Review Monthly Report.

**UTILITY STAFF REPORTS:**

PA 1 Calls – 15 Tickets received with 3 sites marked/12 sites cleared.

**UNFINISHED BUSINESS:**

Smithfield Gateway—waiting for revisions of Sewer Service Agreement & Release of LOC for Wawa site.  
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 Statewide 2024 – Grant resubmission for the Seven Bridge Road Extension.  
Submitted 11/27/2024. Awards typically made in fall.  
Status of 115 Twin Falls Road: Office-Garage space (Received color renderings of exterior elevations of garage) Samples received.  
Status of garage maintenance projects – Building Permit approved-Phase 2 bids to be received 10/6/2025  
Land Development Plan-Township Engineer did not review Hanover Engineers responses to Township engineers comments prior to meeting. Moved to August 14, 2025 PC meeting. Received review comments from Township Engineer 7/25/2025. Hanover Engineer provided response to comments 7/30/2025. PC approved LDP 8/14/2025, BOS approved LDP with waivers 8/26/2025.  
Status of Dr. Kahn Project – received request for will serve letter. Provided Dr. Khan list of required documents, escrow, etc.  
Status of Private Pump Station facilities.

**NEW BUSINESS:**

Motion to pay the bills through September 8, 2025 and ratify the expenditures in the amount of \$58,440.21.  
Motion to ratify payroll and payroll taxes for August 2025 in the amount of \$ 19,556.70.  
Accept 2026 MMO for Authority Pension Plan.  
Motion to reschedule October 13<sup>th</sup> Authority Meeting to October 6<sup>th</sup> at 1:00 pm.

**PUBLIC COMMENT PERIOD:**

**MOTION TO ADJOURN:**