

The rescheduled reorganization meeting and monthly meeting of the Smithfield Sewer Authority was held on Monday, January 25, 2021 at 4:30 pm from the Smithfield Township Municipal Building by Go To Meeting phone system with the following members present: Russell C. Albert II (Chairman), Marianne Bridges, (Treasurer), Robert Lovenheim, (Secretary), Dan Corveleyn, (Solicitor), Ben Kutz, (Engineer) and Terri Timko, (Assistant Secretary).

Mr. Albert opened the meeting.

There being no corrections or additions to the minutes from the meeting held on Monday, December 14, 2020, a motion was made by Ms. Bridges to approve the minutes as written by the Assistant Secretary. Seconded by Mr. Albert and carried. Mr. Lovenheim abstained as he was not present for the meeting.

REORGANIZATION – 2021

A motion was made by Ms. Bridges to approve the nominations of Officers, to include Mr. Lovenheim as Secretary, retain all Professionals as stated, meeting date of the 2nd Monday of every month with a time of 4:30pm and the same office hours from 2020. Seconded by Mr. Albert and carried unanimously.

The 2020 Officers and Professionals are as follows:

Chairman	Russell C. Albert II
Vice-Chairman	Vacant
Secretary	Robert Lovenheim
Treasurer	Marianne Bridges
Member	Vacant
Assistant Secretary	Terri Timko (non-member)
Meeting Date & Time	2nd Monday of each month at 4:30pm
Solicitor	Newman Williams, PC
Alternate Solicitor	Deborah L. Huffman, Esq.
Special Solicitor for Legal Issues	Josele Cleary, Esq.
Authority Engineer	Gilmore & Associates, Inc.
Alternate Authority Engineer	Hanover Engineering Associates, Inc.
Engineer for 447 Storm Pipe	Hanover Engineering Associates, Inc.
Alternate Engineer for 447 Storm Pipe	Gilmore & Associates, Inc.
Auditors	Kirk, Summa & CO., LP
Financial Advisor	Kirk, Summa & CO., LP
Alternate Financial Advisor	Riley & Company, Inc.
Designated Depository	ESSA Bank & Trust & PLGIT
Suggested Office Hours	8:00am to 4:00pm

SOLICITOR REPORT –Mr. Corveleyn informed the board that they need to ask the owner and developer to expedite the agreement process regarding the costs related to the operation and maintenance of the Mosier’s pump station. Mr. Albert told the board he had spoken to the developer and they are working on resolving the agreement with the owner and should have it in place in the near future.

ENGINEERS REPORT

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

A motion was made by Ms. Bridges to approve the DOLI Construction Corp., change order #3 to remove the excess bid amount of \$81,486.00, for items from the contract that were not installed. Seconded by Mr. Albert and carried unanimously.

Mr. Kutz and Mr. Corveleyn reviewed all the closeout documents and everything is in order and the final payment to DOLI Construction, Corp., can be released. Terri is also working on connection letters to the property owners along B209. Mr. Kutz also informed the board that he is working on the annual Chapter 94 report.

447 STORM PIPE – Hanover Engineering-nothing to report.

SYSTEM OPERATOR’S REPORT: -Copy of report was provided to each member and reviewed by Mr. Albert.

UNFINISHED BUSINESS:

NEW BUSINESS:

A motion was made by Ms. Bridges to ratify the release of December 2020 invoices by email approval in the amount of \$11,251.98. Seconded by Mr. Albert and carried. Mr. Lovenheim abstained as he was not an active board member at the time of the email approval.

A motion was made by Ms. Bridges to pay the 1/15/2021 bond payment in the amount of \$463,750.00. Seconded by Mr. Lovenheim and carried unanimously.

A motion was made by Ms. Bridges to pay the bills through January 25, 2021 in the amount of \$68,174.94. Seconded by Mr. Lovenheim and carried unanimously.

A motion was made by Ms. Bridges to change the mileage rate to the IRS 2021 rate of \$0.56 cents per mile. Seconded by Mr. Lovenheim and carried unanimously.

A motion was made by Mr. Lovenheim to authorize the Chairman and Treasurer to sign letter closing the 9 month CD at ESSA on the maturity date of January 25, 2021 and transferring the monies to the SSA General Fund Account.

A motion was made by Ms. Bridges to authorize the Chairman and Treasurer to reinvest available funds at best possible rates and terms at ESSA or PLIGT. Seconded by Mr. Lovenheim and carried unanimously.

There was no further business to discuss. A motion was made by Mr. Albert the meeting be adjourned at 5:18pm. Seconded by Ms. Bridges and carried unanimously.

Respectfully submitted,

Terri Timko, Assistant Secretary
Smithfield Sewer Authority
January 25, 2021