

The regular monthly meeting of the Smithfield Sewer Authority was held on Monday, October 11, 2023 at 1:00 pm in the Smithfield Township Municipal Building with the following members present Russell C. Albert II (Chairman), Marianne Bridges(Treasurer), Robert Lovenheim (Secretary), Terri Timko, (Assistant Secretary), Ben Kutz, (Engineer), and Robert Kidwell, (Solicitor).  
Corissa Gehring was also present.

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

There being no corrections or additions to the minutes from the meeting held on Wednesday, September 11, 2023, a motion was made by Mr. Lovenheim to approve the minutes as written by the Assistant Secretary. Seconded by Ms. Bridges and carried unanimously.

#### REGULAR MEETING

SOLICITOR REPORT –Mr. Robert Kidwell, Esq.—Mr. Kidwell reviewed discussions with owners of 115 Twin Falls Road. See new business

#### 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 Blooming Glen has completed the WWTP pump station refurbishment. Kevin Miller performed a final inspection, and some restoration will need to be completed. When the close out documents are received and reviewed , all remaining monies due on the contract may be released.

Mr. Albert informed the Board that another possibility for the connection on the southside of 209 would be into the manhole located at the Odd Lot property, and no HOP would be needed. Mr. Albert asked Mr. Kutz for a cost analysis of boring under 209 vs the Odd Lot property manhole connection.

Mr. Albert asked Mr. Kutz for a proposal from Gilmore and Associates for surveying of Phase 1 of the 209/Seven Bridge Road Extension.

Mr. Kutz informed the Board that additional testing and pretreatment requirements needed for the New Vigon Warehouse packing room that will contain hazardous materials.

Mr. Kidwell will prepare a motion for the November meeting regarding an Enforcement Officer for industrial waste in accordance with the Authority's Industrial Waste Resolution.

Mr. Kutz attended a Lead and Copper rule revisions webinar. The first webinar only pertained to water not wastewater. Mr. Kutz is also working on updates to the Authority's Rules and Regulations.

447 STORM PIPE – Hanover Engineering-nothing to report.

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

Mr. Albert informed the Board that the SBR Tank refurbishment was complete and he would be adding to the 2024 budget to bypass the last tank at the WWTP for refurbishment.

#### UNFINISHED BUSINESS:

Updates on Smithfield Gateway:

Waiting for revisions of Sewer Service Agreement.

Phase 1A-2 Wawa Site. Building plans have been received and reviewed. Mr. Albert will be contacting Mr. Olmstead from DEPG.

Phase 1A-2 Wawa Site. Utility plans are under review. The Authority is waiting on two \$5,000 escrow deposits. Review will not be finalized until Escrow monies are received. Review letter has been sent and is waiting for a response from Gateway. Response not received to date.

Reviewing options for connection of Music Center Drive PS and for Seven Bridge Road Connection.

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

The resubmission of the LSA Grant through MCIDA for the remaining balance needed to continue the Seven Bridge Road Extension phases will be submitted in September 2023.

Status of additional \$100,000.00 funding from Board of Supervisors. Monies were received and deposited 9/14/2023. This funding will be used to bore under 209 or direct manhole connection prior to final pavement for the Gateway project.

Status of the Pa Small Water and Sewer Grant Program-Submitted 12/21/2022. We have had contact with DCED asking for update to costs. This was provided. The anticipated meeting on Grants will be early summer 2023. This Grant is for the Ash & Holly Lanes extension. DCED tabled until their November 2023 meeting. Mr. Albert will be reaching out to Rosemary Brown and Tara Probst for their continued support of this project.

**NEW BUSINESS:**

Discussion took place regarding office space for the Authority. The owners of 115 Twin Falls Road contacted Mr. Albert with interest in selling the property to the Authority. An appraisal through ESSA and a building inspection is set for 10/12/2023.

Discussion took place regarding need and the hiring of Utility Staff Personnel. A job description was provided to all Board members. Mr. Albert and Ms. Timko will place ad and have Corissa place on Authority Website.

Mr. Lovenheim left the meeting at 1:40pm.

A motion was made by Ms. Bridges to pay the bills through October 11, 2023 in the amount of \$117,133.79. Seconded by Mr. Albert and carried unanimously.

A motion was made by Ms. Bridges to ratify payroll and payroll taxes for September 2023 in the amount of \$9,662.83. Seconded by Mr. Albert and carried unanimously.

There being no further business to discuss. A motion was made by Mr. Albert to adjourn the meeting at 1:50pm.

Respectfully submitted,  
Terri Timko, Assistant Secretary  
Smithfield Sewer Authority  
October 11, 2023