

SMITHFIELD SEWER AUTHORITY AGENDA
NOVEMBER 13, 2024 1:00 P.M. (rescheduled)

PLEDGE OF ALLEGIANCE TO THE FLAG:

ROLL CALL:

Russell Albert, Marianne Bridges, Robert Lovenheim, Terri Timko, Ben Kutz, Robert Kidwell
Corissa Gehring, and Norb Erichsen

APPROVE MINUTES OF MEETING HELD ON OCTOBER 16, 2024, AS WRITTEN:

PUBLIC COMMENT PERIOD FOR ITEMS ON THE AGENDA:

SOLICITORS REPORT – ROBERT KIDWELL ESQ.:

Status of Lake Valhalla Association easements—meeting to take place 11/2/2024

ENGINEERS REPORTS:

SEWER—BEN KUTZ:

Review Monthly Report

Status of Ash & Holly Lane Project – Act 14 Notification received from Township 10/11/2024

Status of Phase 1 and Phase 2 for the 209 extension – Desktop Soils Evaluation Results/Submission

447 STORM PIPE—SAL CAIAZZO/MIKE MUFFLEY

SYSTEM OPERATOR’S REPORT

Review Monthly Report.

UNFINISHED BUSINESS:

Smithfield Gateway—waiting for revisions of Sewer Service Agreement

Phase 1A-2 Wawa Site—Sanitary Sewer extended to Manhole at site-completion by Wawa contractor

Gilmore & Assoc., Escrow check covering Wawa review costs was received. Permit for site utilities
issued with building permit. Escrow for additional sanitary sewer installation requested.

Future capacity study—ongoing-Waiting for 3rd Street flow study report from Borough of East Stroudsburg
Engineer.

Status of Grant submission to Local Share Account Statewide-Submitted 11/27/2023. 5/2/2024- contacted by Analyst for our
application requesting additional information. 10/22/2024 Authority awarded \$250,000.00.

Status of 115 Twin Falls Road: Office-Garage space (Land Development/Architect)
Phase 1-status of garage maintenance contract

Consider hiring interior designer for renderings of outside/inside interiors.

Status of Local Share Account – Monroe County 2024 Grant resubmission for the Seven Bridge Road Extension.
Submitted 9/17/2024

Status of Local Share Account Statewide 2024 – to be submitted by 11/30/2024.

NEW BUSINESS:

Motion to pay the bills through November 13, 2024 and ratify the expenditures in the amount of \$ X.XX

Motion to ratify payroll and payroll taxes for October 2024 in the amount of \$ 25,406.03.

Motion to ratify approval of 5 additional windows on lower level 115 Twin Falls Rd Garage in the amount of \$ 4,950.00.

Motion to approve payment to R.D. #1 Builders for Phase 1 maintenance contract work complete to date for 115 Twin Falls Rd in
the amount of \$10,110.00.

Discuss R.D. #1 Builders to frame and install Soffits and Fascia at 115 Twin Falls Rd Garage with a quote of \$ 3,950.00.
(subject to review of colors)

Motion to approve Kirk Summa and Company, LLC., to perform the 2024 Audit of the Authorities Financial Statements.

Motion to recommend The Board of Supervisors approve and sign Sewage Facilities Planning Module Application Mailer for the
3 Point Garden Road Project.

Copies of Draft 2025 Storm Water and Draft 2025 Sewer Budgets given to each Board Member for review.

PUBLIC COMMENT PERIOD:

MOTION TO ADJOURN: