

The regular monthly meeting of the Smithfield Sewer Authority was held on Monday, December 9, 2024 at 1:00pm 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 David Horvath on behalf of Robert Kidwell (Solicitor)

Ms. Corrissa Gehring (Smithfield Sewer Authority), Mr. Norb Erichsen (Smithfield Sewer Authority), were also present.

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

There being no corrections or additions to the minutes from the Regular meeting held on Wednesday, November 13, 2024, a motion was made by Ms. Bridges to approve the minutes as written by the Assistant Secretary. Second by Ms. Timko and carried unanimously. (Mr. Lovenheim abstained as he was not in attendance)

There being no corrections or additions to the minutes from the Special meeting held on Monday, November 25, 2024, a motion was made by Ms. Bridges to approve the minutes as written by the Assistant Secretary. Second by Ms. Timko and carried unanimously. (Mr. Lovenheim abstained as he was not in attendance)

REGULAR MEETING

SOLICITOR REPORT – Mr. Robert Kidwell, Esq. (David Horvath)

Mr. Horvath informed the Board that the right of way easements for the Ash and Holly Lane extensions were recorded at the Courthouse on November 27, 2024, and provided a copy to the Authority.

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 he spoke with Amy Blanca at PADEP regarding the Water Quality Management Permit for the Ash and Holly Lanes Extension and was informed that the permit was advertised and should be released directly. Geotechnical borings will be completed 1/6/2025. Mr. Kutz also stated the 3 Point Garden subdivision planning mailer was received but needed some corrections. Once received with corrections, the board will recommend the Board of Supervisors sign and return to the Authority. Mr. Kutz informed the Board that the Soil Scientist from Gilmore & Associates performed the additional Soils evaluation for Phase 1 and Phase 2 for the 209 Extension per request from Brianna Maker at PADEP. The Board voiced their frustration regarding the lack of cooperation from PADEP.

Mr. Kutz explained that Middle Smithfield had received the Act 537 plan update for the PA American Water Company Acquisition of Manwalamink Water and Sanitary Sewer System. Mr. Kutz also evaluated for the Authority and provided comments.

A motion was made by Mr. Albert to authorize Mr. Lovenheim to provide the Smithfield Board of Supervisors the comment letter from Mr. Kutz regarding the Act 537 plan update. Second by Ms. Bridges and carried unanimously.

447 STORM PIPE – Hanover Engineering-nothing to report.

Utility Foreman working on grates at each end of Storm pipe. 1st outlet is complete.

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

Mr. Albert stated that the flow rates continue to be low due to the drought conditions.

Updates on Smithfield Gateway: no change

Waiting for revisions of Sewer Service Agreement.

Phase 1A-2 Wawa Site. Land Development plans have been received and reviewed by the Township.

Phase 1A-2 Wawa Site. Utility plans reviewed by Gilmore & Assoc. Outstanding review fee for Wawa Site received.

Escrow monies for future phases are still outstanding. The Authority can release the Sewer Connection Permit.

Sewer lines are now being installed. Line is now extended to Manhole on Wawa site. On 6/10/2024, Mr. Albert

met with the Site Contractor for Wawa. Wawa is now under construction. Additional review monies for

construction observation requested from DEPG. Grease trap is installed. Gilmore & Associates inspected sewer

pipe connection. Ms. Timko will reach out again for outstanding review fees and escrow replenishment. Sprinkler

system permit is on hold until funds are received.

Mr. Albert informed the Board that the Future Capacity Study continues to be ongoing. Mr. Albert will contact Kelly Lewis/Borough Manager to set up a meeting regarding the future capacity study and to discuss the Authorities' need for continued usage of existing EDUs sent to the Borough. Quarterly invoice is now updated reflecting removal of 42 EDUs for Days Inn Site. Kelly Lewis did reach out to the Board by email with regards to setting up a meeting to discuss the Authorities Capacity needs. The Board agrees that in the best interests of the Authority, the sewer sent to the Borough should be diverted to the Authority Treatment Plant. Discussion took place regarding the potential of re-directing flow from 209/447 Pump Station to the Authorities Wastewater Treatment Plant. The Authority will request Gilmore & Associates discuss with Prosser the impact to operation at WWTP and the condition of the diversion valve vault on 447.

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

Status of Local Share Account Statewide 2024- Grant application submitted 11/27/2024.

115 Twin Falls Road/Office Space. Mr. Albert informed the Board that information has been provided to the Hanover Engineering for a land development plan and Architect for sketch plan and pricing. Possible funding for Phase 2 with PFM. Mr. Albert informed the Board that the Garage siding has been removed and all windows were installed. Soffits and fascia will be installed when received. Ms. Bridges and Ms. Timko will work on color combinations for exterior and interior of both buildings.

Mr. Albert informed the Board that Norb Erichsen will be taking over all PA One Call mark outs. Mr. Albert will provide as built drawings by street name for easier reference.

NEW BUSINESS:

A motion was made by Ms. Bridges to pay the bills through December 9, 2024 in the amount of \$58,705.40. Second by Ms. Timko and carried unanimously.

A motion was made by Ms. Bridges to ratify payroll and payroll taxes for November 2024 in the amount of \$17,761.60. Second, by Mr. Albert and carried unanimously.

A motion was made to pay RD #1 Builders for of five windows and installation on the lower level of 115 Twin Falls Road Garage in the amount of \$4,950.00. Second by Mr. Lovenheim and carried unanimously.

A motion was made by Mr. Lovenheim that additional invoices received for 2024 be approved by email and ratified at the 1/13/2025 meeting. Second by Ms. Bridges and carried unanimously.

A motion was made by Ms. Bridges to accept the Draft 2025 Storm Water and Draft 2025 Sewer Budgets with additional modifications for the 115 Twin Falls Road buildings. Second by Ms. Timko and carried unanimously.

2025 reappointment requests were given to each Board Member for review.

A motion was made by Mr. Albert to approve ADP as the Authorities payroll processing company. Second by Ms. Bridges and carried unanimously.

PUBLIC COMMENT:

No public comment.

There being no further business to discuss, a motion was made by Mr. Albert to adjourn the meeting at approx. at 2:10pm

Respectfully submitted,

Terri Timko, Assistant Secretary
Smithfield Sewer Authority
December 9, 2024