

The Regular monthly meeting of Smithfield Sewer Authority was held on Monday, February 9, 2026 at 1:00 pm in the Smithfield Township Municipal Building with the following members present; Russell C. Albert II (Chairman), Marianne Birdges,(Vice Chair/Treasurer), (Michael Albert, (Secretary)), Terri Timko, (Assistant Secretary), Ben Kutz, (Engineer) and Robert Kidwell (Solicitor).

Corissa Gehring and Norbert Erichsen were also present.

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

There being no corrections or additions to the minutes from the meeting held on Monday, January 12, 2026, motion was made by Mr. M. Albert to approve the minutes as written by the Assistant Secretary. Second, Ms. Timko and carried. Ms. Bridges abstained as she was not present for the meeting.

#### REGULAR MEETING

##### SOLICITOR REPORT –Mr. Robert Kidwell, Esq.

Motion was made by Ms. Bridges to authorize the Chairman to sign Land Development Agreement with Smithfield Township for property located at 115 Twin Falls Road East Stroudsburg. Second by Mr. R. Albert and carried unanimously.

Motion was made by Mr. M. Albert to Authorize Mr. Kidwell and Ms. Timko to begin process towards property judgements for properties owing excess user fees according to delinquent policy. Second by Ms. Bridges and carried unanimously. (Ms. Timko will provide delinquent policy to Board members)

Motion was made by Mr. M. Albert to approve engagement letter with Laura B. Kurtz, Esq. from the firm Eckert Seamans Cherin & Mellott, LLC contingent upon receipt and review of acceptable fee structure. Second by Ms. Timko and carried unanimously. (motion to be ratified at March meeting)

Motion was made by Ms. Bridges to approve necessary professionals to proceed with RFP for funding, not to exceed \$2,000,000.00. Second by Mr. R. Albert and carried unanimously.

##### ENGINEERS REPORT

SANITARY SEWER – Gilmore & Associates – Ben Kutz – Copy of report provided to each member and reviewed by Mr. Kutz. Discussion took place regarding revised scope of services for the overall Seven Bridge Road (209) Extension Project and scope of work for Township SEO to perform the evaluations of existing wells and septic systems. Property owner letters and survey forms to be sent in early March.

447 STORM PIPE – Hanover Engineering-nothing to report.

SYSTEM OPERATOR’S REPORT: -report reviewed by Mr. R. Albert.

UTILITY STAFF REPORT: PA1 Call monthly data was reviewed by Mr. R. Albert

##### UNFINISHED BUSINESS:

Status of Smithfield Gateway: Revisions to overall Sewer Service Agreement will be required for future phases. Motion was made by Mr. R. Albert to approve proposal from Gilmore & Associates for initial study of alternative uses of effluent contingent upon receipt of funds. Second Ms. Bridges and carried unanimously.

Borough of East Stroudsburg: no change:

Status of Local Share Account – Monroe County 2025 Grant resubmission for the Seven Bridge Road Extension. Submitted 9/22/2025

Status of Local Share Account Statewide 2023 – Made contact with DCED Analyst. Okay to use Gilmore & Associates.

Status of Local Share Account Statewide 2024 – Signing final Grant documents proceeding.

Status of Local Share Account Statewide 2025 – Grant resubmission for the Seven Bridge Road Extension. Submitted 11/19/2025.

Status 115 Twin Falls Road/Office Space.

Phase 1 complete. Phase 2-overhead door and side doors to be delivered around 2/20/2026 and installed.

Status of the Dr. Kahn Project – no change

**NEW BUSINESS:**

Mr. R. Albert informed the Board the Authority was in receipt of annual BCRA water usage report and it will be used to compare sewer EDUs assigned to SSA customers.

Motion was made by Ms. Bridges to pay Prosser for installation of rebuilt pump for Mosier PS with Escrow funds in the amount of \$1,200.00. Second by Mr. R. Albert and carried unanimously.

Motion was made by Mr. M. Albert to pay the bills through February 9, 2026 and ratify expenditures in the amount of \$117,644.96. Second Ms. Bridges and carried unanimously.

Motion was made by Ms. Bridges to ratify payroll and payroll taxes for January 2026 in the amount of \$20,395.60. Second, Mr. R. Albert and carried unanimously.

**PUBLIC COMMENT:**

No public comment.

There being no further business to discuss, a motion was made by Mr. M. Albert to adjourn the meeting at 2:18pm.

Respectfully submitted,

Terri Timko  
Assistant Secretary  
Smithfield Sewer Authority  
February 9, 2026