

The regular monthly meeting of the Smithfield Sewer Authority were held on Monday, February 10, 2025 at 1:00 pm in the Smithfield Township Municipal Building with the following members present Russell C. Albert II (Chairman), Marianne Bridges (Treasurer), Michael Albert (Secretary), Terri Timko, (Assistant Secretary), Ben Kutz, (Engineer), and Robert Kidwell (Solicitor)

Ms. Corrissa Gehring and Mr. Norb 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 13, 2025, a motion was made by Ms. Bridges to approve the minutes as written by the Assistant Secretary. Seconded by Mr. M. Albert and carried unanimously.

REGULAR MEETING

SOLICITOR REPORT –Mr. Robert Kidwell, Esq.

Nothing to report

ENGINEERS REPORT

SANITARY SEWER – Gilmore & Associates – Ben Kutz – Copy of report provided to each member and reviewed by Mr. Kutz. Mr. Kutz will complete bid packages for possible approval at the March 13, 2025 meeting with bid Opening at 11:00 AM April 14, 2025.

Mr. Kutz advised the Board that he continues to provide additional information requested by PA DEP for the Seven Bridge Road Extension Project.

447 STORM PIPE – Hanover Engineering-nothing to report.

Utility Foreman working on grates at each end of Storm pipe. 1st outlet is complete. Mr. R. Albert will request quote to have several manholes inspected along the 447 Storm Water Pipe.

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

UNFINISHED BUSINESS:

Updates on Smithfield Gateway: no change

Waiting for revisions of Sewer Service Agreement.

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 to Wawa building are installed. Additional review monies for construction observation received from DEPG. Grease trap is installed. Gilmore & Associates inspected sewer pipe connection. Ms. Timko did reach out again for outstanding review fees and escrow replenishment. Sprinkler system permit and Fire Alarm permit was on hold until funds were received. Outstanding review fees were received and permits were released.

Mr. Albert informed the Board that the Future Capacity Study continues to be ongoing. Mr. R. 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. Mr. R. Albert will be meeting with Mr. Kelly Lewis on January 14, 2025 to discuss future capacity needs of the Authority. Mr. R. Albert discussed his meeting with Mr. Kelly Lewis. Mr. Kelly Lewis will review Authority request for additional 10,000gpd at 3rd Street. Mr. R. Albert will forward a copy of the Borough/Authority contract and addendum to Mr. Kidwell to review.

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 Hanover Engineering for a land development plan and Architect for sketch plan and pricing. Possible funding for Phase 2 to be reviewed with PFM. Mr. R. Albert informed the Board, soffits and fascia will be installed at the garage when received.

NEW BUSINESS:

A motion was made by Mr. M. Albert to pay the bills through February 10, 2025 and ratify expenditures in the amount of \$73,976.68. Second by Ms. Bridges and carried unanimously.

A motion was made by Ms. Bridges to ratify payroll and payroll taxes for January 2025 in the amount of \$19,138.95. Second, by Mr. M. 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 1:50 pm.

Respectfully submitted,

Terri Timko, Assistant Secretary
Smithfield Sewer Authority
February 10, 2025