

The regular monthly meeting of the Smithfield Sewer Authority was held on Monday, May 8, 2023 at 4:30 pm in the Smithfield Township Municipal Building with the following members present Russell C. Albert II (Chairman), Marianne Bridges (Treasurer), Robert Lovenheim, (Secretary), Ben Kutz, (Engineer), Robert Kidwell Esq. (Solicitor), and Corissa Gehring substituting for Terri Timko as Assistant Secretary.

Mr. Albert opened the meeting with the Pledge of Allegiance

There being no corrections or additions to the minutes from the meeting held on Monday, April 10, 2023, a motion was made by Ms. Bridges to approve the minutes as written by the Assistant Secretary. Seconded by Mr. Lovenheim and carried unanimously.

REGULAR MEETING

Formal appointment of Corissa Gehring as an Assistant Secretary to assist in the recording of meeting minutes. A motion was made by Ms. Bridges with a second by Mr. Lovenheim.

SOLICITOR REPORT – ROBERT KIDWELL ESQ.:

Domain and email purchase for authority as “ssauthority.com”. Our need would be a platform to display and enable Agenda, Minutes, Resolutions and other PDF documents for download. Mr. Kidwell sees the project as a basic and simple Authority website as we do not need open forums allowing public comment or discussions.

ENGINEERS REPORT:

SEWER – BEN KUTZ

Review of monthly report: Since the last meeting, time was spent performing manhole inspections, reviewing copper results, GIS updates, preparing and submitting 2029 Milford Road HOP application, sending and planning mailer to DEP for Animal Hospital, participating in monthly meeting and project administration.

On April 11, 2023, Russ Albert, Kevin Beyer, and Norm Fish Excavating performed the inspection on 6 manholes along Milford Road. In summary, the condition of the manholes observed along Milford Road were overall satisfactory. Our recommendation is to have Norm L. Fish Excavating, Prosser or All State power wash the manholes, specifically to further access the concrete channels at the bottoms. The white film observed inside the structures is typically the result of hydrogen sulfide (H₂S) but if corrosion is not observed as a result of power washing, the hydrogen sulfide concentration is probably minimal enough to not be a significant cause for concern.

Russ Albert suggested the Authority get future refurbishment budget for manholes.

Smithfield Animal Hospital-Today the lateral was connected under Mt. Tom Road. Lateral to building to be installed soon. PA DEP requested a hard copy of site plan for Exemption Mailer Form, which was sent last week.

Euro Warehouse HOP-waiting for Penndot response by May 31st. Ben will follow up.

SYSTEM OPERATOR'S REPORT:

Russ Albert reviewed the Monthly report – curb stops 30+ years old.

Status of refurbishing SBR tanks – Prosser plans to complete this summer.

Russ Albert stated that many curb stops are 30+ years old. Some are failing. We should include funds in budget to replace.

UNFINISHED BUSINESS:

Smithfield Gateway

Phase 1A-2 Wawa Site – Land development plans submitted and approved with conditional application. Mr. Kutz is reviewing the utility plans.

Future capacity study – Mr. Albert will forward Mr. Kidwell information to send to Mr. Prevoznik to explain status or to send the check back.

Seven Bridge Road Extension – Tarah Probst was contacted regarding LSA grants.

Status of funding with Local Share Account through MCIDA—request submitted 8/22/22, clarifications requested 11/21/22.

Status of additional \$100,000 funding from Board of Supervisors—commitment letter received 11/21/22.

Status of submission for grant through Pa Small Water and Sewer Program for Ash Lane-Submitted 12/21/2022. DCED message making sure we can provide the 15% match (20-25K). A good sign.

RKR Hess to work on GIS locating of curb stops on B209-Marshalls Creek and East Brown Street.

NEW BUSINESS:

A motion was made by Ms. Bridges to ratify the set up of a new ESSA account for Ash & Holly Land Ext. (\$30,000) for the Small Water and Sewer Grant. Seconded by Mr. Lovenheim.

A motion was made by Ms. Bridges to pay the bills through May 8, 2023 and ratify the expenditures in the amount of \$92,412.48. Seconded by Mr. Lovenheim.

A motion was made by Ms. Bridges to ratify payroll taxes for April 2023 in the amount of \$10,171.95. Seconded by Mr. Lovenheim.

A motion was made by Ms. Bridges to authorize paying remaining invoices for April 2023 by email approval and to ratify at the June 2023 meeting. Seconded by Mr. Lovenhiem.

Mr. Lovenheim discussed status of Park house inspection. Measurements were taken and recommendations discussed. The refurbishment of the first floor can be done quickly with the installation of a heat pump system to cut down fuel bills in the winter. The first area could be office for Sewer Authority and as the rest is rehabilitated could become conference room as offices are moved to the second floor. A lift will be added for convenience.

SSA does not pay rent in municipal building. Robert had proposed that the SSA should/could pay rent to feed into renovation funds. He believes some contribution can be made to the space. The public has access to the first and second rooms of the first floor and they are not charged.

Marianne asked about a timeline in which Robert responded there is none, but the first-floor refurbishments would not take long. Updating bathrooms and simple upgrades.

Russ requested architect budgets.

As there was no further business to discuss, a motion was made by Mr. Lovenheim the meeting be adjourned at 4:57 pm. Seconded by Mr. Albert and carried unanimously.

Respectfully submitted,

Corissa Gehring