

The regular monthly meeting of the Smithfield Sewer Authority was held on Monday, June 10, 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 Robert Kidwell (Solicitor)

Ms. Corrissa Gehring (Smithfield Sewer Authority), Mr. Norb Erichsen (Smithfield Sewer Authority)-arrived at 1:22pm, and Mr. Alex Jackson (Smithfield Township), 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 Monday, May 13, 2024, a motion was made by Ms. Bridges to approve the minutes as written by the Assistant Secretary. Seconded by Ms. Timko and carried unanimously.

REGULAR MEETING

SOLICITOR REPORT –Mr. Robert Kidwell, Esq.

A motion was made by Ms. Bridges to authorize Mr. Kidwell to begin the process of Tax Exemption Status for the 115 Twin Falls Road Property. This will occur in 2025. Seconded by Mr. Albert and carried unanimously.

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 received the CAD from RKR Hess for the Ash & Holly Lanes Project. In the Fall, Ms. Timko will obtain a road opening permit from the Zoning Department for Lake Valhalla Drive. In the fall the Authority should receive the Easements from Valhalla Lake Association

The status of Phase 1 for the 209 extension and the Status of amendment to Act 537 plan for Seven Bridge Road Extension. Mr. Kutz to move forward on DEP permit. DEP component 3M should be sufficient for the amendment for the portion of the Project along Eilenberger Road to Poco Lodge.

The status of the NPDES Permit Renewal. Permit renewal was received 5/22/2024 with a 5 year renewal in 2029.

447 STORM PIPE – Hanover Engineering-nothing to report.

Discussion took place regarding the severe Storm Water Drainage issue occurring north of the Authorities 447 Storm pipe, at the entrance to LVHN Medical Building. Who is responsible for these storm grates, LVHN, PennDOT or the Township. The Authority is awaiting a response. No present issues. No Change.

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

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.

Mr. Albert informed the Board that the Future Capacity Study continues to be ongoing. Mr. Albert will reach out to the Borough Water/Sewer Department for further information. No change.

The resubmission of the LSA Grant through MCIDA for the remaining balance needed to continue the Seven Bridge Road Extension phases was submitted in September 2023. The Authority should be notified of result in late spring. No change.

Status of Grant submission to Local Share Account-Statewide-submitted 11/27/2023-nothing to report.

Airstrip Road reconstruction status. Authority awaiting information from Township on road improvements.

The Authority is working with Iron Hill to raise 3-5 manholes along Airstrip Road. The Authority supplied risers and are now at the work site. Gilmore & Associates will inspect manholes once raised and paving begins. 5/7/2024 Base overlay is complete. Final pave is now complete.

115 Twin Falls Road/Office Space. Mr. Albert informed the Board that the Security cameras are now installed. Bensing Escrow monies were received and the tree, brush removal and stump grinding are scheduled.

NEW BUSINESS:

A motion was made by Ms. Bridges to pay the bills through June 10, 2024 in the amount of \$71,330.87. Seconded by Mr. Lovenheim and carried unanimously.

A motion was made by Ms. Bridges to ratify payroll and payroll taxes for May 2024 in the amount of \$17,285.77. Seconded by Mr. Lovenheim and carried unanimously.

Discussion took place regarding EPA Community Change Grants Program. Ms. Gehring is researching further to see if the Authority qualifies to apply.

Discussion took place regarding Dental and Vision Benefits to part-time personnel in accordance with the Pennsylvania Municipal Authorities Act, Statute 5607 section (d-20). Mr. Kidwell to research.

A motion was made by Mr. Lovenheim to approve Hanover Engineering Proposal for Land Development of 115 Twin Falls Road, not to exceed \$50,900.00. Seconded by Ms. Bridges and carried unanimously. Hanover will meet with the Township Engineer to check on the scope of work.

A motion was made by Mr. Albert to authorize the Chairman to sign Letter of Intent with O'Brien Architects, Inc. for professional services for 115 Twin Falls Road. Seconded by Mr. Lovenheim and carried unanimously.

A motion was made by Mr. Albert to approve the release of payment for additional June invoices and ratify at the July Meeting. Seconded by Mr. Lovenheim and carried unanimously.

Discussion took place regarding the EAC request for a tour at the Wastewater Treatment Plant. Mr. Albert explained that there are many concerns regarding a tour of the Treatment Plant, including liability, proper safety attire, attendee release forms and availability of a tour guide. These items need to be further investigated, and at this time the Authority is extremely busy and cannot devote the time needed for this request. Mr. Jackson asked if September 17, 2024 would work. Again, it was stated that the Authority cannot give a date at this time. Mr. Kidwell stated it is a liability issue. Mr. Lovenheim then informed the Board that he himself does not have concerns, but the other two supervisors have concerns regarding Cyber Security of the Authority. Mr. Albert explained the WWTP is not connected to the internet. Mr. Lovenheim questioned the need of the existing sanitary sewer lines map that is located in Ms. Timko's office. Mr. Albert stated that the map is needed in the office. Mr. Lovenheim left the meeting at 2:32pm. Ms. Timko asked Mr. Jackson, based on her conversation with the Township Manager, if he was actively pursuing other Treatment facilities for tours. Mr. Jackson responded No. Ms. Timko asked Mr. Jackson how he was going to handle correcting his misstatement regarding his request for a tour opposed to stating to the EAC at their May 21, 2024 meeting that the Authority extended an invitation. Mr. Jackson stated that the EAC is busy with other items, and this will not come up. Continued discussion took place regarding a tour. Mr. Jackson stated he had attended a tour at Stroudsburg WWTP and felt it was life changing. Ms. Gehring provided another source, Penn State Extension-Master Watershed Steward Program to contact for a possible tour. Mr. Albert explained the Authority could possibly offer tours in the future, but not at this time.

PUBLIC COMMENT:

No public comment

There being no further business to discuss, a motion was made by Mr. Albert to adjourn the meeting at 3:02pm

Respectfully submitted,
Terri Timko, Assistant Secretary
Smithfield Sewer Authority
June 10, 2024