

The regular monthly meeting of the Smithfield Sewer Authority was held on Monday, July 17, 2023 at 1:00 pm in the Smithfield Township Municipal Building with the following members present Russell C. Albert II (Chairman), Marianne Bridges (Treasurer), Terri Timko, (Assistant Secretary), Ben Kutz, (Engineer) and Robert Kidwell Esq. (Solicitor)

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, June 12, 2023, 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.—nothing to report

#### ENGINEERS REPORT

SANITARY SEWER – Gilmore & Associates – Ben Kutz – Copy of report provided to each member and reviewed by Mr. Kutz.

Copper results remain low when testing at Treatment Plant.

Tapping and user fee analysis, Authority will continue to gather data and should have information to proceed later this year.

447 STORM PIPE – Hanover Engineering-nothing to report.

SYSTEM OPERATOR’S REPORT: -Copy of report was provided to each member and reviewed by Mr. Albert. Mr. Albert stated that he would contact Prosser via email for a status update on refurbishing SBT Tanks.

#### UNFINISHED BUSINESS:

Updates on Smithfield Gateway:

Waiting for revisions of Sewer Service Agreement.

Phase 1A-2 Wawa Site. Building plans have not been received to date.

Phase 1A-2 Wawa Site. Utility plans are under review. The Authority is waiting on two \$5,000 escrow deposits. Review will not be finalized until Escrow monies are received.

Reviewing options for connection of Music Center Drive PS and for Seven Bridge Road Connection.

Mr. Albert informed the Board that the Future Capacity Study continues to be ongoing.

A motion was made by Mr. Albert to resubmit appropriate documents for the LSA Grant through MCIDA for the remaining balance needed to continue the Seven Bridge Road Extension phases. Seconded by Ms. Bridges and carried unanimously.

Status of additional \$100,000.00 funding from Board of Supervisors for. Letter of Commitment was received on 11/21/2022. Mr. Albert will be contacting the BOS for release of this funding after confirmation of LSA Funding. This funding will be used to bore under 209 prior to final pavement for the Gateway project.

Status of the Pa Small Water and Sewer Grant Program-Submitted 12/21/2022. We have had contact with DCED asking for update to costs. This was provided. The anticipated meeting on Grants will be early summer 2023. This Grant is for the Ash & Holly Lanes extension.

Mr. Albert informed the Board that RKR Hess would be locating curb stops on B209-Marshalls Creek and East Brown Street.

**NEW BUSINESS:**

A motion was made by Ms. Bridges to authorize the Chairman and Assistant Secretary to sign all necessary documents to accept the LSA Grant. Seconded by Ms. Timko and carried unanimously.

A motion was made by Ms. Bridges to authorize Gilmore & Associates to proceed with Phase I (209 boring) of the Seven Bridge Road Extension. Seconded by Ms. Timko and carried unanimously.

A motion was made by Ms. Bridges to authorize Gilmore & Associates to proceed with Phase IIA (forced main installation), of the Seven Bridge Road Extension contingent upon receipt of \$75,000.00 LSA grant. Seconded by Ms. Timko and carried unanimously.

Email received from Mr. Lovenheim regarding Park House was reviewed by Mr. Albert.

Discussion took place regarding the status of Tax Sale/Eminent Domain for 115 Twin Falls Road. Further discussion is needed, and item was tabled until August 2023 meeting.

A motion was made by Ms. Bridges to ratify additional May invoices in the amount of \$2,446.28. Seconded by Ms. Timko and carried unanimously.

A motion was made by Ms. Bridges to pay the bills through July 17, 2023 in the amount of \$91,922.69. Seconded by Ms. Timko and carried unanimously.

A motion was made by Ms. Bridges to ratify payroll and payroll taxes for June 2023 in the amount of \$13,676.63. Seconded by Mr. Albert and carried unanimously. Rule of necessity was cited.

A motion was made by Mr. Albert to pay Kirk, Summa & CO., LLP for the 2022 Audit in the amount of \$7,150.00 and reimburse the Storm Water share to the General Fund. Seconded by Ms. Bridges and carried unanimously.

A motion was made by Ms. Bridges to pay Norm Fish Excavation in the amount of \$15,358.00 for services performed at Smithfield Animal Hospital. Seconded by Ms. Timko and carried unanimously.

Mr. Albert acknowledged receipt of the 2022 Audit and copies were provided to each Board Member

A motion was made by Ms. Bridges to change the Annual audit procedure to Modified Cash Basis, which is acceptable by the State. Seconded by Ms. Timko and carried unanimously.

There being no further business to discuss. A motion was made by Mr. Albert the meeting be adjourned at 1:45pm. Seconded by Ms. Timko and carried unanimously.

Respectfully submitted,

Terri Timko, Assistant Secretary  
Smithfield Sewer Authority  
July 17, 2023