

SMITHFIELD SEWER AUTHORITY AGENDA

JULY 8, 2024 1:00 P.M.

PLEDGE OF ALLEGIANCE TO THE FLAG:

ROLL CALL:

Russell Albert, Marianne Bridges, Robert Lovenheim, Terri Timko, Ben Kutz, Robert Kidwell
Corissa Gehring, and Norb Erichsen

APPROVE MINUTES OF MEETING HELD ON JUNE 10, 2024, AS WRITTEN:

PUBLIC COMMENT PERIOD FOR ITEMS ON THE AGENDA:

SOLICITORS REPORT – ROBERT KIDWELL ESQ.:

Status of dental/vision benefits for part-time staff

ENGINEERS REPORTS:

SEWER—BEN KUTZ:

Review Monthly Report
Status of Ash & Holly Lane Project
Status of Phase 1 and Phase 2 for the 209 extension

447 STORM PIPE—SAL CAIAZZO/MIKE MUFFLEY

SYSTEM OPERATOR’S REPORT

Review Monthly Report.

UNFINISHED BUSINESS:

Smithfield Gateway—waiting for revisions of Sewer Service Agreement
Phase 1A-2 Wawa Site—Sanitary Sewer extended to Manhole at site-completion by Wawa contractor
Gilmore & Assoc., Escrow check covering Wawa review costs was received. Permit for site utilities
to be issued with building permit. Escrow for additional sanitary sewer installation requested.
Future capacity study—ongoing-Waiting for 3rd Street flow study report from Borough of East Stroudsburg
Engineer.
Status of Grant submission to Local Share Account Statewide-Submitted 11/27/2023. 5/2/2024- contacted by Analyst for our
application requesting additional information. CFA Board will consider requests at meeting in late summer 2024.
Airstrip Road reconstruction status. Final paving complete.
Status of 115 Twin Falls Road/Office space (Land Development/Architect)
Status of EPA Community Change Grants Program
Discuss potential options on methods to present and explain the history and operations of Authority facilities and the
requirements for potential visits to Authority facilities.

NEW BUSINESS:

Motion to pay the bills through July 8, 2024 and ratify the expenditures in the amount of \$ 88,078.19
Motion to ratify the release of additional June payments in the amount of \$17,088.00
Motion to ratify payroll and payroll taxes for June 2024 in the amount of \$13,989.24
Motion to approve PCS Pump & Process as an additional vendor for grinder pump repairs.
Motion to approve purchase of cyber insurance for \$1,000,000.00 in coverage with a premium of \$2,942.00.
(cyber security risk assessment completed by CyberClear with great results-copy in office for review)
Motion to approve purchase of plow for Authority vehicle, not to exceed \$7,500.00.
Review and accept 2023 Draft Audit

PUBLIC COMMENT PERIOD:

MOTION TO ADJOURN: