SMITHFIELD SEWER AUTHORITY AGENDA

NOVEMBER 9, 2026 1:00 PM

PLEDGE OF ALLEGIANCE

ROLL CALL:

BOARD: Russell Albert, Marianne Bridges, Michael Albert, Terri Timko

LEGAL: Robert Kidwell, Esq.

ENGINEER: Ben Kutz, P.E.

STAFF: Corissa Gehring

APPROVE MINUTES OF RESCHEDULED REGULAR MEETING HELD ON OCTOBER 14, 2026, AS WRITTEN:

PUBLIC COMMENT PERIOD FOR ITEMS ON THE AGENDA:

REGULAR MEETING

SOLICITORS REPORT – ROBERT KIDWELL ESQ.:

Review of Resolution 5-2026 regarding tapping fees – 3 options

ENGINEERS' REPORT:

SEWER—BEN KUTZ:

Review Monthly Report

Review letter – Westfield Commons – Dr. Kahn

Proposed Development at 838 Seven Bridge Road

Status of PA DEP Pre-Planning: on hold until SEO's evaluation of existing wells and septic systems are complete.

Status of Township door to door surveys, water testing and test pits on properties located in Seven Bridge Road Project Area.

Discuss sewage issues of Residents in Northern Part of Lake Valhalla Development (Properties beyond lake)

447 STORM PIPE—SAL CAIAZZO/MIKE MUFFLEY

SYSTEM OPERATOR'S REPORT:

Review Monthly Report

STAFF REPORT:

PA1 Calls – 8 tickets marked, 32 tickets cleared

Miscellaneous Grant research ongoing

Landscaping report for storm basin and sign areas ongoing

UNFINISHED BUSINESS:

Smithfield Gateway: revisions of Sewer Service Agreement overall plan required for future Phases.

Future capacity study—Meeting with East Stroudsburg. Waiting for new date. Discuss status of change of flows.

Status of 115 Twin Falls Road:

Office – Discuss status of redesign and bidding.

Garage - Phase 1 & Phase 2-complete. Note: Phase 3 –upper area to be completed once siding selected for main office

Site – Land Development improvements proposed to be bid early 2027

Status of Dr. Kahn Project – Received conditional approval of minor subdivision. PennDOT HOP and Land Development submission can proceed since minor subdivision was approved. Exemption mailer status.

Status of Mosier Pump Station – pump issues

NEW BUSINESS:

Motion to pay the bills through November 9, 2026 and ratify the expenditures in the amount of $X.XX.

Motion to ratify payroll and payroll taxes for October 2026 in the amount of $30,191.48. (3 pay periods)

Review 2027 Sewer and Storm Water Budgets

Consider user fee increase for 2027

Consider purchase of billing/permitting/customer portal with AI assistant with Co-stars vendor Diversified Technology. Initial set up amount of $14,200.00 and annual license amount of $5,300.00 (capped).

Motion to sign engagement letter with Kirk Summa & Company, LLC for the 2026 Audit in the amount of $9,500.00.

Updates on various Township issues relevant to the Authority.

PUBLIC COMMENT PERIOD:

MOTION TO ADJOURN: