

The Regular monthly meeting of Smithfield Sewer Authority was held on Monday, April 13, 2026 at 1:00 pm in the Smithfield Township Municipal Building with the following members present; Russell C. Albert II (Chairman), Marianne Bridges,(Vice Chair/Treasurer), (Michael Albert, (Secretary), Terri Timko, (Assistant Secretary), Ben Kutz, (Engineer) and Robert Kidwell (Solicitor).

Corissa Gehring & Norbert Erichsen were present.

Jamie Schlesinger of PFM Financial Advisors, LLC and Laura Kurtz of Eckert Seamans Cherin & Mellott, LLC were also present.

Mr. R. Albert opened the meeting with the Pledge of Allegiance.

There being no corrections or additions to the minutes from the meeting held on Monday, March 9, 2026, motion was made by Ms. Bridges to approve the minutes as written by the Assistant Secretary. Second, Mr. M. Albert and carried unanimously.

REGULAR MEETING

SOLICITOR REPORT –Mr. Robert Kidwell, Esq.

Mr. Schlesinger and Ms. Kurtz presented and reviewed results of Bank Loan RFP.

Motion was made by Mr. M. Albert to approve Resolution 3-2026 for funding note with First Keystone Community Bank. Second Ms. Bridges and carried unanimously.

ENGINEERS REPORT

SANITARY SEWER – Gilmore & Associates – Ben Kutz – Copy of report provided to each member and reviewed by Mr. Kutz. PA DEP Pre-planning is on hold until SEO's evaluation of existing wells and septic systems is complete.

Township survey forms were mailed to residents of Seven Bridge Road Project Area with a cutoff date of 4/20/2026.

447 STORM PIPE – Hanover Engineering-nothing to report.

SYSTEM OPERATOR'S REPORT: -report reviewed by Mr. R. Albert.

STAFF REPORT: PA1 Call monthly data reviewed by Mr. R. Albert.

Mr. R. Albert notified the Board that Corissa is working on a sketch plan for the Streambank restoration at 115 Twin Falls Road site.

UNFINISHED BUSINESS:

Status of Smithfield Gateway: Revisions to overall Sewer Service Agreement will be required for future phases. Mr. R. Albert noted that the BOS would be reviewing the Data Center Ordinance at the 4/22/2026 BOS meeting.

Borough of East Stroudsburg: March 24, 2026 was cancelled. Waiting on rescheduled date.

Mr. R. Albert informed the Board he was in receipt of an email dated March 11, 2026 from Mr. Kelly Lewis/Borough Manager, stating the Borough Bulk Sewer Rates would be increasing. Mr. R. Albert and the Board agreed this increase would put a financial burden on the Authority and its users. Further discussion with the Borough would need to take place.

Status of Local Share Account – Monroe County 2025 Grant resubmission for the Seven Bridge Road Extension. Submitted 9/22/2025

Status of Local Share Account Statewide 2025 – Grant resubmission for the Seven Bridge Road Extension. Submitted 11/19/2025.

Status 115 Twin Falls Road

Office: Motion was made by Mr. R. Albert to authorize completion of bidding documents for(MEP), mechanical, electrical, and plumbing drawings for office building renovations. Second Mr. M. Albert and carried unanimously.

Garage: Phase 1 is complete. Phase 2 is ongoing.

Site: Motion was made by Mr. M. Albert to award bid proposal for Storm Water Improvements to Norm Fish Excavating in the amount of \$16,482.00. Second Ms. Bridges and carried unanimously.

Discussion took place regarding the Authority setting a policy for the amount of surety requirements for construction contracts on projects under the \$24,500 threshold.

Motion was made by Mr. R. Albert to set policy requiring any contracts for construction under \$24,500 to submit an escrow deposit of 10% of the base bid. Second Ms. Bridges and carried unanimously.

Status of the Dr. Kahn Project – no changes

Mr. R. Albert informed the Board that Prosser inspected the controls and alarms at the Mosier's Pump Station and is waiting on an itemized list of findings.

NEW BUSINESS:

Motion was made by Mr. M. Albert to pay the bills through April 13, 2026 and ratify expenditures in the amount of \$78,780.53. Second Ms. Bridges and carried unanimously.

Motion was made by Mr. M. Albert to ratify payroll and payroll taxes for March 2026 in the amount of \$18,965.82. Second, Ms. Bridges and carried unanimously.

Motion was made by Ms. Bridges to approve tapping fee refund of 2 EDUs for the Three Point Garden subdivision in the amount of \$9,000 and transfer \$4,500 to escrow for reviews and inspections due to the project not receiving final approval. Second Mr. R. Albert and carried unanimously.

Mr. M. Albert informed the Board the BOS would be discussing Ordinances on Data Centers and High Density Housing at their next meeting. Ms. Timko asked about the Township phone system and Mr. M. Albert directed that question be asked to Jessica Hodge/Administrative Coordinator.

PUBLIC COMMENT:

No public comment.

There being no further business to discuss, a motion was made by Mr. R. Albert to adjourn the meeting at 2:50 pm.

Respectfully submitted,

Terri Timko
Assistant Secretary
Smithfield Sewer Authority
April 13, 2026

