

The reorganization meeting and monthly meetings of the Smithfield Sewer Authority was held on Monday, January 10, 2022 at 4:30 pm from the Smithfield Township Municipal Building by Go To Meeting phone system with the following members present: Russell C. Albert II (Chairman), Marianne Bridges, (Treasurer), Robert Lovenheim, (Secretary), Terri Timko, (Assistant Secretary), Dan Corveleyn, (Solicitor), and Ben Kutz, (Engineer).

Mr. Albert opened the meeting.

There being no corrections or additions to the minutes from the meeting held on Monday, December 13, 2021, a motion was made by Ms. Bridges to approve the minutes as written by the Assistant Secretary. Seconded by Mr. Lovenheim and carried unanimously.

REORGANIZATION – 2022

A motion was made by Mr. Lovenheim to approve the nominations of Officers, retain all Professionals as stated, meeting date of the 2nd Monday of every month with a time of 4:30pm and the same office hours from 2021. Seconded by Ms. Bridges and carried unanimously.

The 2022 Officers and Professionals are as follows:

Chairman	Russell C. Albert II
Vice-Chairman	Vacant
Secretary	Robert Lovenheim
Treasurer	Marianne Bridges
Member	Vacant
Assistant Secretary	Terri Timko
Meeting Date & Time	2nd Monday of each month at 4:30pm
Solicitor	Newman Williams, PC
Alternate Solicitor	Deborah L. Huffman, Esq.
Special Solicitor for Legal Issues	Josele Cleary, Esq.
Authority Engineer	Gilmore & Associates, Inc.
Alternate Authority Engineer	Hanover Engineering Associates, Inc.
Engineer for 447 Storm Pipe	Hanover Engineering Associates, Inc.
Alternate Engineer for 447 Storm Pipe	Gilmore & Associates, Inc.
Auditors	Kirk, Summa & CO., LP
Financial Advisor	Kirk, Summa & CO., LP
Alternate Financial Advisor	Riley & Company, Inc.
Designated Depository	ESSA Bank & Trust & PLGIT
Suggested Office Hours	8:00am to 4:00pm

A motion was made by Ms. Bridges to reaffirm the Authority fee structure, adding a Sewer Certification Fee. Seconded by Mr. Lovenheim and carried unanimously.

The 2022 Fees are as follows:

Tapping Fee	\$4,500 per EDU
User Fee	\$162.50/160.00 per EDU
Reservation Fee	\$97.50 per EDU
Stand By Fee	\$100.00
Inspection Fee	\$175.00
Legal/Engineering Review Fee	based on size/scope of project
Sewer Certification Fee	\$25.00 per request
Storm Water User Fee	based on use calculation

SOLICITOR REPORT –Mr. Corveleyn had nothing new to report.

ENGINEERS REPORT

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

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.

UNFINISHED BUSINESS:

Mr. Albert informed the Board that the Future Capacity Study is ongoing.

Mr. Albert informed the Board that the Infrastructure Investment and Jobs Act of 2021, the Authority can only apply for fund use for emerging contaminants like PFAS found in drinking water.

A motion was made by Ms. Bridges to authorize the Chairman to approach the Board of Supervisors requesting funds from the American Rescue Plan Act of 2021, (ARPA). Seconded by Mr. Lovenheim and carried unanimously.

Mr. Albert informed the Board that the Authority will apply to the CFA Small Water and Sewer Grant Program if it is available in 2022.

Mr. Albert also informed the Board that the Authority is registered with LIHWAP, (Low Income Household Water Assistance Program), and ERAP, (Emergency Rental Assistance Program).

NEW BUSINESS:

Mr. Kutz left the meeting at 4:50pm.

A motion was made by Ms. Bridges to pay the 1/15/2022 bond payment in the amount of \$469,250.00. Seconded by Mr. Lovenheim and carried unanimously.

A motion was made by Ms. Bridges to pay the bills through January 10, 2022 in the amount of \$64,539.63. Seconded by Ms. Timko and carried unanimously.

A motion was made by Ms. Bridges to change the mileage rate to the IRS 2022 rate of \$0.585 cents per mile. Seconded by Ms. Timko and carried unanimously.

A motion was made by Ms. Bridges to approve the Prosser Invoices after review by Ms. Timko. Seconded by Mr. Albert and carried Unanimously.

Mr. Lovenheim advised the Board that he had a conversation with the Superintendent at DWGNRA, Sula Jacobs, regarding the possibility of the Authority extending a sanitary sewer pipe from Manwalamink system to Smithfield Beach. Mr. Albert questioned why the Authority would want to do this in lieu of DWGNRA just contacting Manwalamink directly. Mr. Lovenheim it might be an issue of DWGNRA obtaining funding versus the Authority installing and charging DWGNRA costs associated with installing and maintaining pipe. Mr. Albert agreed to contact Sula Jacobs. NOTE: The following day Mr. Lovenheim provided the contact information but advised Mr. Albert that DWGNRA wanted to wait a few months until they have hired a new Chief of Maintenance.

There was no further business to discuss. A motion was made by Mr. Albert the meeting be adjourned at 5:08pm. Seconded by Ms. Timko and carried unanimously.

Respectfully submitted,

**Terri Timko, Assistant Secretary
Smithfield Sewer Authority
January 10, 2022**