

The regular monthly meeting of the Smithfield Sewer Authority was held on Monday, May 9, 2022 at 4:30 pm at the Smithfield Township Municipal Building 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 with the Pledge of Allegiance.

There being no corrections or additions to the minutes from the meeting held on Monday, April 11, 2022, a motion was made by Ms. Bridges to approve the minutes as written by the Assistant Secretary. Seconded by Mr. Lovenheim and carried unanimously.

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.

Motion by Mr. Albert to authorize Mr. Kutz to review the Black Buffalo sewer lateral submission once application and escrow monies are received. Seconded by Ms. Bridges and carried unanimously.

447 STORM PIPE – Hanover Engineering –Mike Muffley – Cleaning of 447 Storm Pipe.

Motion by Mr. Lovenheim to approve advertisement of RFP for quotes to inspect and clean 447 Storm Pipe. Seconded by Ms. Bridges and carried unanimously. Bid opening will take place on June 6, 2022 in the Township Building.

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 he was in contact with Northeast Site Contractors regarding the Gateway Project and requested DEPG change locations of a few manholes. Mr. Albert will be drawing a draft sketch showing requested new location of the new manhole placement. They will be moved approximately 3 feet.

Mr. Albert informed the Board that the Future Capacity Study is ongoing and waiting on a response from the Borough of East Stroudsburg.

Mr. Albert informed the Board that the Board of Supervisors approved the first release of a \$100,000.00 from the ARPA funding.

Mr. Albert also informed the Board that there is some fine tuning that needs to be done with the GIS System. Mr. Albert asked RKR Hess to provide a rate structure for approval at the June 13, 2022 meeting.

Mr. Albert also reiterated that the Right of Way clearing at WWTP outfall pipe will be done by Primrose Landscaping in July or August of this year. A motion was made by the Board on March 14, 2022 awarding Primrose Landscaping to perform this job, not to exceed \$2,000.00.

NEW BUSINESS:

A discussion took place regarding the creation of a document for existing users concerning lateral and or grinder pump maintenance. Mr. Albert will research and follow up with Mr. Corveleyn.

A motion was made by Ms. Bridges to approve filing for funding from the local share account through MCIDA for up to \$500,000.00. Seconded by Mr. Lovenheim and carried unanimously.

A motion was made by Mr. Lovenheim to open a new checking account at ESSA for the Seven Bridge Road Extension. Seconded by Ms. Bridges and carried unanimously.

A motion was made by Ms. Bridges to pay bills for Storm Water through May 6, 2022 in the amount of \$924.00. Seconded by Mr. Albert and carried unanimously.

A motion was made by Ms. Bridges to pay the Sewer Authority bills through May 6 2022 in the amount of \$81,220.47. Seconded by Mr. Albert and carried unanimously.

Mr. Albert informed the Board that an anonymous complaint was filed with DEP regarding an area on Crocus Drive in Lake Valhalla. No violations were found.

Mr. Albert also discussed an email received from James Munet, a Township Resident that is interested in serving on a Board. Mr. Albert will contact him for an interview.

There was no further business to discuss. A motion was made by Mr. Lovenheim the meeting be adjourned at 5:25pm. Seconded by Ms. Timko and carried unanimously.

Respectfully submitted,
Terri Timko, Assistant Secretary
Smithfield Sewer Authority
May 6, 2022