

The regular monthly meeting of the Smithfield Sewer Authority was held on Monday, December 12, 2022 at 4:30 pm at the Smithfield Township Municipal Building with the following members present; Russell C. Albert II (Chairman), Marianne Bridges, (Treasurer), Terri Timko, (Assistant Secretary), Ben Kutz, (Engineer), Robert Kidwell, (Solicitor)

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, November 14, 2022, a motion was made by Ms. Bridges to approve the minutes as written by the Assistant Secretary. Seconded by Mr. Albert and carried unanimously.

**SOLICITOR REPORT--Newman Williams PC—Robert Kidwell, Esq.**

Email Correspondence received regarding PP&L. The Board acknowledged receipt of correspondence and Chairman will sign and return. Authority will request a map showing exact location of the Authority's easement.

Mr. Kidwell informed the Board that he processed an Official change of the Authority's legal address for the Authority's Federal ID#.

**ENGINEERS REPORT**

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

Status of bidding the pump station refurbishment at the WWTP was discussed. Certain items in the Project Manual will need to be reviewed by Mr. Kidwell. Approve on January 9, 2023 meeting.

Manhole Lining by Advanced Rehabilitation Technology in the amount of \$13,800.00 tabled until January 9, 2023 meeting.

447 STORM PIPE – Hanover Engineering –Mike Muffley – nothing to report

**SYSTEM OPERATOR'S REPORT:** -Copy of report reviewed by Mr. Albert.

**UNFINISHED BUSINESS:**

Mr. Albert informed the Board that the Gateway project document information is still pending, but they are in the process of working on these outstanding items. The Authority should be receiving a letter from Langan Engineering regarding capacity needed for the next phase of the project soon.

Mr. Albert informed the Board that the Future Capacity Study is ongoing. Mr. Albert stopped at the Borough on 10/12/2022 and was informed that an Engineer was hired to perform a flow study for possible increase in capacity at 3<sup>rd</sup> Street connection.

Mr. Albert informed the Board that the Seven Bridge Road Extension is subject to funding prior to starting the design.

Mr. Albert informed the Board the Authority is in receipt of a commitment letter from Board of Supervisors for the additional \$100,000.00 from the ARPA funds, dated 11/21/22.

Mr. Albert informed the Board that the request for funding with the Local Share Account was approved by MCIDA on 8/24/2022 and will now go before the County Commissioners. Clarifications were requested on 11/21/2022 due to price increases in construction materials.

Discussion took place regarding the grant submission through PA H2O in the amount of \$500,000.00. This grant is a 50/50 match. The Board decided not to apply. The grant application through PA Small Water and Sewer will be submitted.

**NEW BUSINESS:**

A motion was made by Ms. Bridges to pay the Sewer Authority bills through December 12, 2022 in the amount of \$59,317.68. Seconded by Mr. Albert and carried unanimously.

A motion was made by Ms. Bridges to pay any additional invoices received in December 2022 by email approval and ratify at the January 9, 2023 meeting. Seconded by Mr. Albert and carried unanimously.

Mr. Albert informed the Board that ESSA has increased all interest rates on the Authority's General and Money Market accounts.

The Authority payroll account is set up. Documents signed by Board Members and submitted to ESSA.

A motion was made by Ms. Bridges to accept the 2023 Storm Water Budget. Seconded by Ms. Timko and carried unanimously.

A motion was made by Ms. Bridges to accept the 2023 Sewer Budget-(draft 2). Seconded by Ms. Timko and carried unanimously.

Discussion took place regarding the status of the easement on Airstrip Road. If a new Easement is created by MCIDA for BCRA water pipe, the Authority has asked MCIDA to include a new Easement from new owner of Pocono Stroudsburg Airport to replace the present Easement that the Authority has with a prior owner.

Discussion took place regarding a time change of regular Authority meetings for 2023. The Board agreed to a change of 1:00pm.

The status of a possible land acquisition was discussed. The Authority made an offer of \$215,000.00. The owner advised Mr. Albert that they want to look at comparable properties.

There was no further business to discuss. A motion was made by Mr. Albert the meeting be adjourned at 6:04pm. Seconded by Ms. Bridges and carried unanimously.

Respectfully submitted,  
Terri Timko, Assistant Secretary  
Smithfield Sewer Authority  
December 12, 2022