

The regular monthly meeting of the Smithfield Sewer Authority was held on Monday, July 11, 2022 at 4:30 pm at the Smithfield Township Municipal Building with the following members present Russell C. Albert II (Chairman) by phone, Marianne Bridges, (Treasurer), 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, June 13, 2022, a motion was made by Ms. Bridges to approve the minutes as written by the Assistant Secretary. Seconded by Ms. Timko 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.

Discussion took place regarding the Black Buffalo project. Paperwork and Escrow deposit have been received, and Mr. Kutz can proceed with his review.

A motion was made by Ms. Bridges to authorize the Chairman to sign the Professional Services Agreement and the Sewer Services Agreement with Black Buffalo. Seconded by Ms. Timko and carried unanimously.

A motion was made by Mr. Albert to authorize Ms. Timko to release the Planning Exemption Form and letter to the Board of Supervisors, pending review by Mr. Kutz. Seconded by Ms. Bridges and carried unanimously.

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

A motion was made by Ms. Bridges to approve the company, Aqualis, to video and inspect 4 manholes in the amount of \$3,196.00, contingent upon receipt of Certificate of Insurance. Seconded by Ms. Timko and carried unanimously.

SYSTEM OPERATOR'S REPORT: -Copy of report reviewed by Mr. Albert. Mr. Albert will contact Prosser regarding the WWTP average and peak flow amounts and a grinder pump replacement located at 316 Del Sol Drive.

UNFINISHED BUSINESS:

Mr. Albert informed the Board that all outstanding documents from Gateway will need to be received prior to the release of the second connection permit for the second building.

Mr. Albert informed the Board that the Future Capacity Study is ongoing and waiting on a response from the Borough of East Stroudsburg. Mr. Nate Oiler, from RKR Hess will see if Mr. Russ Scott is available and if the Borough authorized him to work with the Authority on future projects RKR Hess will be marking locations of manholes, valves, etc. in the Stone Gate Development and Linda Street in Birch Acres.

Mr. Kutz reviewed the revised Seven Bridge Road Sewer Extension Evaluation with an alternate concept #5, extending the low-pressure sewer from Buttermilk Falls to Green Mountain Drive. Soil and test borings will be done as soon as the Grant is received. Surveying and legal easements on the state road will also be done at that time.

A motion was made by Ms. Bridges to revise the filing for funding with the Local Share Account through MCIDA up to \$1,000,000.00. Seconded by Ms. Timko and carried unanimously. (Application opens 7/1/2022)

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.

Mr. Albert informed the Board that the Vigon/Airstrip Road water pipe installation and the surveying mark outs for the existing sewer pipe easement is still be researched.

Mr. Albert informed the Board that he has researched information regarding the creation of a document for existing users regarding lateral and or grinder pump maintenance, lateral easements and the Authority's rules and regulations. He will be in contact with Mr. Corvelyen and Mr. Kutz regarding this new document.

NEW BUSINESS:

A motion was made by Ms. Bridges to ratify the Selective Insurance invoice paid by email approval in the amount of \$17,934.00. Seconded by Ms. Timko and carried unanimously.

A motion was made by Ms. Bridges to pay the Bond Payment, interest only, in the amount of \$4,650.00. Seconded by Ms. Timko and carried unanimously.

A motion was made by Ms. Bridges to pay the Storm Water bills through July 11, 2022, in the amount of \$557.08. Seconded by Ms. Timko and carried unanimously.

A motion was made by Ms. Bridges to pay the Sewer Authority bills through July 11, 2022 in the amount of \$66,556.90. Seconded by Ms. Timko and carried unanimously.

Mr. Albert acknowledged the receipt of the final 2021 Audit from Kirk, Summa and CO., LLC.

There was no further business to discuss. A motion was made by Mr. Albert the meeting be adjourned at 5:11pm. Seconded by Ms. Timko and carried unanimously.

Respectfully submitted,
Terri Timko, Assistant Secretary
Smithfield Sewer Authority
July 11, 2022