

MIDDLEBURG MUNICIPAL AUTHORITY

January 9, 2018

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**MEMBERS PRESENT:** Dwayne Hackenberg-Chairman, Ray Colestock, Scott Herbster, Tim Folk, Scott Brouse, Scott Reigle

**OTHERS PRESENT:** Dave Walters-Engineer, Dustin Zechman-Borough Foreman, Elizabeth Paige-Administrator, Judy Varner, Robert Slivinski-Solicitor

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Meeting was called to order by Chairman Dwayne Hackenberg at 6:00 P.M.

Motion was made by Ray Colestock to approve the agenda. Tim Folk seconded and MOTION UNANIMOUSLY CARRIED.

Motion was made by Tim Folk to approve the December minutes. Scott Reigle seconded and MOTION UNANIMOUSLY CARRIED.

Appointment of Chairman-Ray Colestock motioned to appoint Dwayne Hackenberg as Chairman for the Authority for 2018 and 2019. Scott Brouse seconded and MOTION UNANIMOUSLY CARRIED.

Appointment of Vice Chairman-Tim Folk motioned to appoint Ray Colestock as Vice Chairman for the Authority for 2018 and 2019. Scott Herbster seconded and MOTION UNANIMOUSLY CARRIED.

Appointment of Solicitor-Each member was given a copy of a letter stating that Solicitor Slivinski's fee schedule is the same for 2018 as 2017. Ray Colestock questioned whether these fees had been included in the budget for 2108. Elizabeth Paige-Administrator informed everyone that she had not done the budget. That had been completed by Ginny before she retired and the 2018 Budget would need to be checked.

Chairman Dwayne Hackenberg called an executive session for personnel reasons at 6:05 P.M. The Authority Meeting reconvened at 6:13 P.M.

Elizabeth Paige informed the Authority that a line item for the Solicitor fees was included in the 2018 Budget. Tim Folk motioned to retain Robert Slivinski as the Solicitor for 2018. Scott Brouse seconded and MOTION UNANIMOUSLY CARRIED.

Appointment of Engineer-Larson Design Group proposes no changes in its fees for 2018. Ray Colestock motioned to retain Larson Design Group as the Engineer for 2018. Scott Reigle seconded and MOTION UNANIMOUSLY CARRIED.

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Replacement on Authority for Doug Hassinger-Doug Hassinger is in the process of moving out of Middleburg Borough so a replacement is needed on the Authority. The term would be from 2018 through 2022. Scott Hurst was approached about being the replacement but he has a conflict on Tuesday evenings. The matter will be further explored and if a replacement is not found, it may need to be advertised.

**LDG REPORT**

Site for new water tank-Larson needs to do some more analysis on where a new tank site would be. As soon as Dave has that information, he will follow with a report to the Authority.

Paxtonville pump station- The contractor has mobilized the Paxtonville pump station site. The buildup of cementitious material has been done to the manholes in the wet well and in the valve vault. It was too cold to put the final coating on so the contractor will come back when the weather is more conducive to that type of work. The piping in the valve vault has been replaced in the wet well. The wiring has been modified from the pumps to the control panel. Some additional work may be needed. Dave does not believe they were asked to use conduit but the wires come out of the wet well and are basically raw wires. It would not be difficult for someone to come along and snip the wires. If the Authority has an electrician, they may want to put some conduit on for protection and safety reasons. Dustin informed that M&S Service does the pump station contracts. They will be doing some work to the other pump stations so they could include the conduit work in question.

PSI has submitted a partial pay request. The total amount for work done is \$58,200. With the 10% retainage subtracted from that, the amount owed to the contractor is \$52,380. The total of the contract is \$120,200. After looking at the job, etc, Dave is recommending the payment be approved. Ray Colestock motioned to approve payment to PSI in the amount of \$52,380. Tim Folk seconded and MOTION UNANIMOUSLY CARRIED.

Letter concerning Burger King- Brinkash & Associates submitted a letter on the behalf of GDK Development for the Burger King proposed between East Main Street and North Creamery Avenue. They are requesting a letter confirmation of the ability and approval to serve water and sewer to Burger King. Burger King is projecting 1000 gallons of water use per day, which will not create a problem with the daily water supply, considering two properties will be taken which presently have the utilities. Ray Colestock motioned to have a will serve letter for Burger King sent to Brinkash & Associates. Scott Reigle seconded and MOTION UNANIMOUSLY CARRIED.

Burger King is planning to install grease traps to prevent issues with the sewage system, which is a requirement of the Authority.

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Small water and sewer grant-It had previously decided to apply for the small water and sewer grant for the water line on Route 104. The application deadline is in February so Larson will put that application together and submit it by February.

SOLICITOR'S REPORT

Gaugler sheriff sale on January 12-The sheriff sale of 38 South Main Street will take place on January 12. Solicitor Slivinski has submitted what is owed to the Borough and it will be recouped after the sale.

Bruce Ulrich delinquency-Solicitor Slivinski is waiting to hear from the Judge as to the next step in addressing this issue.

Kelly Herman delinquency-\$1380 is owed by Kelly Herman for delinquent sewer. Solicitor Slivinski recommended waiting till February and then decide the next step. Kelly is aware there are already two liens on the property and is not making an attempt to resolve the matter.

Right of way-The appraiser is working on information needed to make a decision and go ahead with working with property owners to obtain the easements for the proposed right of way to the water company land in the Paxtonville area. Solicitor Slivinski is hoping to have the information for the February meeting and the Authority then can work ahead with obtaining the right of way.

BOROUGH FOREMAN'S REPORT

Violation notice for WWTP-The sanitarian came to the WWTP for a normal compliance inspection. Every time he comes, he wants to see the latest DMR's. When Dustin started at the Borough, they took two samples if there were problems, especially at the Kissimmee plant but they were only required to sample once a month. If there were bad fecal results, they would pull the lights, clean them and take another sample and report the lowest sample. Dustin gave the sanitarian the reports and he questioned why on the one sample result, there was a result higher than 2400 and the max is 2000. It was reported for later in the week because they had cleaned the equipment and done another sampling. Dustin was then informed that every sample that is taken must be reported. Now they are taking only one sample unless they exceed the 2000. Two samples will only be taken if necessary. This issue has now created a violation of the Clean Streams Act. In the DEP letter, they suggest a \$3000 settlement or possible litigation. Not being aware of the total requirements, this reporting issue has been taking place for a long time. Going to litigation could create more issues. Tim Folk motioned to pay the \$3000 fine and move on. Ray Colestock seconded and MOTION UNANIMOUSLY CARRIED.

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Dustin is going to have the lights cleaned each week but there are other problems. Turtles and ground hogs have become an issue, especially since the old drying beds are no longer available for turtle habitat. Now they come from the creek and into the WWTP under the fence. Something more needs to be done to try to correct this matter. They are removing these varmints out of the lines frequently. Wet wipes are also creating clogs and to unclog those areas at the plant requires running a lot of "junk" through the plant, which does not help either. There is a rack before the pumps which catches larger debris but if there is too much debris, it creates a bypass. A comminutor is used at Kissimmee and is basically a grinder and works well in addressing clogs. The pumps at the main plant are to be no clog pumps but only if they are run at 100%. This matter will be further explored.

Pump station #3 project-The pump station project was moving along quicker than anticipated so there was a rush on parts. The pumps were to be pulled and sent away to be redone while pump station was being rehabilitated. As a result of the time issue, the pumps will be pulled and rebuilt after the work at the pump station is completed. Orchard Pump presented an invoice for \$16,483 for parts and was paid in December. In the meantime another pump failed so Dustin got a price quote from Orchard Pump of \$8,705 to rebuild the pump and \$14,771 for a new pump. There are no spares for when pumps malfunction because they have different horsepowers. After discussion, Tim Folk motioned to purchase a new pump. Ray Colestock seconded and MOTION UNANIMOUSLY CARRIED.

Dave Walters also mentioned that a proper bypass line should be put in the other two pump areas so if those pumps malfunction, a portable pump can be run in its place.

Water line shared by Russ Herman and Todd Arbogast-Russ Herman who lives on Grand Street shares a water service line that runs through his basement with Brian Arbogast. The line is slowly leaking and will only get worse. Russ wants the issue corrected because it is not his section of line that is the leaking and in order to fix the issue, the water line would need to be shut off at the curb, which would leave both parties without water. If the line were moved, it would have to be run up Winey Avenue to the Arbogast property.

Solicitor Slivinski interjected that the matter should be between the property owners. It is a service line and the Authority is not responsible.

Scott Reigle informed the Authority that from July to November, he will not be able to attend the Authority meetings because he has to attend fire training classes.

Ray Colestock motioned to adjourn at 7:12 P.M. Tim Folk seconded and MOTION UNANIMOUSLY CARRIED.

Beverly Inch  
Municipal Secretary