

MIDDLEBURG MUNICIPAL AUTHORITY

July 10, 2018

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

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

Meeting was called to order by Chairman Dwayne Hackenberg at 6:11 P.M.

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

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

LDG REPORT

Paxtonville Road Pump station project change order-The pump station work is complete. A credit change order has been submitted by the contractor. A manhole was lined instead of replaced and the bypass connection was moved to a location inside the valve vault versus being buried, which created a credit of \$4854.88. Ray Colestock motioned to approve the credit change order in the amount of \$4854.88. Tim Folk seconded and MOTION UNANIMOUSLY CARRIED.

The contractor submitted a final pay request in the amount of \$62,965.12. LDG recommended approval of the final pay request. Tim Folk motioned to approve the final pay request in the amount of \$62,965.12. Ray Colestock seconded and MOTION UNANIMOUSLY CARRIED.

Scott Herbster motioned to approve the substantial completion date of June 29, 2018. Ray Colestock seconded and MOTION UNANIMOUSLY CARRIED.

PA Small Water and Sewer Grants-The Commonwealth Finance Authority has received a large amount of applications and is delaying action on the grant applications until their September meeting.

SOLICITOR'S REPORT

Easements for water company land-Solicitor Slivinski is going to approach the property owners involved with the easements, get feedback from them and report to the Authority at the August meeting. The Authority will then need to make a decision as to what direction they want to go in obtaining the easements.

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Catherman sewer delinquency-The Cathermans have paid everything to date.

Kelly Herman delinquency-Kelly Herman is still delinquent for sewer and has not made any attempt to bring her account current. Liens have been placed on the property.

Attorney fees for liens-Solicitor Slivinski explained that at present liens include \$150.00 for attorney fees. He suggested the Authority consider increasing that amount to \$200.00 because of increased costs involving liens. The Authority Rules and Regulations would need to be changed in order to implement the increase. No action was taken at this time.

Bruce Ulrich delinquency-The Authority is waiting for the Judge to make a decision.

BOROUGH FOREMAN'S REPORT

New backhoe-The new backhoe was delivered about three weeks ago.

Meters to affectively meter the intakes- Dustin got some quotes from Martz Technology to install meters, in order to meet the bypass requirements which are to be in place by 2020. The option Dustin is exploring is telemetry where everything goes to a cloud and comes back to a secure tablet and the software at the water plant. The cost to install everything including solar panels at the intakes is about \$50,000 plus the cost of the meters. Dustin will have more concrete information at the August Authority meeting.

Use of credit cards for payment of water and sewer bills-Lib explained that Fulton Financial(Swineford Bank) has presented her with information which would allow the office personnel to accept credit/debit cards for utility payments. The set up and terminal would cost \$490.00. A monthly fee of \$22.00 for the service would be \$264.00 per year. The Authority will need to decide whether they would like to purchase the service. Solicitor Slivinski stated that he would investigate other options for taking credit/debit card payments to see if they would be more cost effective.

Motion was made by Tim Folk to adjourn at 6:43 P.M. Scott Herbster seconded and MOTION UNANIMOUSLY CARRIED.

Beverly Inch
Municipal Secretary