

MIDDLEBURG MUNICIPAL AUTHORITY

November 13, 2018

Page 1 of 3

**MEMBERS PRESENT:** Raymond Colestock-Vice Chairman, Scott Herbster, Tim Folk,  
Scott Brouse

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

\*\*\*\*\*

Meeting was called to order by Vice Chairman Ray Colestock at 6:00 P.M.

---

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

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

**LDG REPORT**

**Wausau Road Water project-** The proposed water project for Wausau Road will be discussed  
further at the planning meeting the Authority will be scheduling.

**Nutrients credits-**Dave Walters, Engineer, presented an agreement with Williamsport Sanitary  
Authority for 101 phosphorus credits the Authority needs this year. The cost is \$4.00 per credit  
versus \$3.00, but Dave went with Williamsport because he was having trouble finding  
phosphorus credits. Dwayne Hackenberg, Chairman, is listed as the signature for the Authority  
so he will need to sign the agreement and have it notarized. It must be processed by November  
28<sup>th</sup>.

The Authority needs 5,417 nitrogen credits to comply with the Cap Load. Dave thought he was  
striking out with obtaining the credits but today found out that Northumberland has 2,900 credits  
and Wellsboro has 2,517, for \$3.00 per credit. This would supply the Authority with the credits  
needed. Dave asked Northumberland and Wellsboro to draw up the agreements needed for the  
purchase of nitrogen credits. Motion was made by Scott Brouse to approve the purchase of the  
nitrogen credits and to have Dwayne Hackenberg, Chairman sign on behalf of the Authority for  
both the nitrogen and phosphorus credits. Scott Brouse seconded and MOTION  
UNANIMOUSLY CARRIED.

**Water and sewer planning-**It was decided to push the water and sewer planning meeting to  
January 2019.

MIDDLEBURG MUNICIPAL AUTHORITY

November 13, 2018

Page 2 of 3

Water and sewer capacity for GCCC-A letter of capacity approval from DEP has been received today for water and sewer as part of the Land Development Plan for GCCC for the housing duplex. The specifics for the lines are not included in this plan, just that water and sewer are available.

There was also discussion about the renovation project that GCCC is proposing to use as a Youth Center for the church. There will be no additional water and sewer usage, just that the kitchen is going to be moved from one area to another.

**SOLICITOR'S REPORT**

Access to water company land in Paxtonville- Solicitor Slivinski has not gotten any further with the access to the water company land.

Ulrich property delinquency issue-Bruce Ulrich paid a payment towards the delinquency issue and signed an agreement to make payments. Another payment is soon due for November.

Dustin reported that when the water was turned back on at the Ulrich building, it leaked at the floor, most likely from freezing in the past. The water was turned off and Dustin told Bruce's son to call when the repairs are done and that has not been done. If the water is not turned back on, the building can be deemed uninhabitable and posted.

Budget for 2019-Some adjustments have been made to the proposed budget for water and sewer for 2018. The water budget will have a surplus of \$16,690. The sewer budget will have a surplus of \$16,515. Tim suggested that everyone, especially Dustin, look over the figures and see if there is anything that needs to be changed. Tim also suggested that water and sewer rates be increased because of proposed projects, etc.

Dave reminded everyone that meters will have to be placed in the intakes in 2019-2020. Also, the last Dustin heard, the paving of Wausau Road is to occur in 2021, so the water line project would have to be done in 2019-2020. Design should be done in 2019 so it can go out for bid and the work done in 2020. He suggested that \$50,000 be put in the budget for 2019 for the design, etc.

Discussion was held on raising rates. If funding would become available for projects, the funding agency would look at the rates for water and sewer. PennVest, Rural Development and CDBG have their target rates and until you get to that rate, you will not get grant funding. Dave again suggested coming up with a plan to see if it would be more advantageous to do the projects separately or all as one project. A bigger project could enhance the possibilities of getting grant funding. After a plan is done, it would be advantageous to have a meeting with the funding agencies to discuss finances.

MIDDLEBURG MUNICIPAL AUTHORITY

November 13, 2018

Page 3 of 3

Tim questioned how and when a rate increase would be determined. Information had been handed out a month or so ago with options for increasing the water rates, but not the sewer rates, and also comparisons with other municipalities. Bev and Lib were asked to come up with figures and options for increasing the sewer budget. There was concern that there would not be enough time to advertise the budget if a decision is not made. Solicitor Slivinski informed everyone that the Authority can raise rates at any time so they do not need to align with the budget. It was decided that a date for the planning meeting will be set at the December Authority meeting.

---

Meeting dates for 2019-There were no discrepancies with the proposed meeting dates for 2019 which are: January 8, February 12, March 12, April 9, May 14, June 11, July 9, August 13, September 10, October 8, November 12 and December 10.

Motion was made by Tim Folk to adjourn at 6:49 P.M. Scott Herbster seconded and MOTION UNANIMOUSLY CARRIED.

Beverly Inch  
Municipal Secretary