

MIDDLEBURG MUNICIPAL AUTHORITY

“MINTUES”

Tuesday, April 13, 2021 at 6:00 pm

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Members Present: Dwayne Hackenberg/Chairman, Scott Herbster, Scott Brouse, Douglas Hassinger, Tim Folk, Scott Reigle, and Jodie Sheaffer/Secretary

Others Present: Robert Slivinski/Solicitor, Dustin Zechman/Borough Foreman, Tim Tritch/Engineer, Elizabeth Paige/Borough Zoning Officer

Public Present: None

**CALL TO ORDER:** Middleburg Municipal Authority meeting was called to order by Chairman Dwayne Hackenberg at 6:00 p.m.

Motion was made by Douglas Hassinger and seconded by Scott Brouse to approve tonight’s meeting agenda. Motion carried unanimously.

Motion was made by Tim Folk and seconded by Scott Reigle to approve the March 9, 2021 meeting minutes and April 6, 2021 SPECIAL meeting minutes as presented. Motion carried unanimously.

**PUBLIC:**

Borough Zoning Officer Elizabeth Paige was present to discuss the property at 179 West Willow Avenue. The owner requested to convert the building into a residential property unit. The borough regulations state each residential property unit must have an individual water/sewer connection. However, the current water/sewer connections are shared through the neighboring property. The Authority will provide access from the curb to the property for the owner to connect along with waiving the tap fees. A motion was made by Tim Folk and seconded by Scott Reigle for the Authority/Borough to require the owner to install individual water/sewer connections for the property. Motion carried unanimously.

**REPORTS:**

**Borough Engineer Tim Tritch – Larson Design Group, Inc.**

- **Water Project:** Tim Tritch has completed the Notice of Award to all four contractors. He also received electronic Agreements from all four contractors along with Payment Bonds, Performance Bonds, and Insurance Certificates. The online PENNVEST settlement documents will be completed by April 15, 2021, with a preconstruction meeting to be scheduled for April 27, 2021 at the Middleburg Borough office to discuss the project. PENNVEST settlement is scheduled for May 6, 2021, with Notice to Proceed on May 7, 2021.
- **Middleswarth Wastewater Discharge Permit:** The composite sampler has been hooked up and it is operating. There have not been any results to date.
- **Kissimmee Treatment Plant:** The supplier no longer carries the brace beams that are needed to replace the original brace beams for the tank. Tim Tritch and Dustin Zechman will be contacting local machine shops to get pricing for new brace beams.

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- **CDBG Sewer Project (Shade View Housing Authority):** The surveys have been completed and Tim Tritch received notice from Shannon Rudy at SEDA COG on March 29, 2021 that the Department of Community and Economic Development (DECD) approvals will be coming out in the next two weeks. Survey crews will be out soon to complete the survey of the area for the sewer replacement project. Tim is working on a tentative schedule to advertise the sewer project for bids.
- **Infiltration/Inflow:** Joe Pfirman has reached out to Dustin Zechman with problematic areas identified in the past and will be in further contact with Dustin on creating a plan for future Infiltration/Inflow work.

**Borough Solicitor – Robert Slivinski**

- **Paxtonville Easements:** No update.
- **Betty Zechman Estate:** Attorney Slivinski reported that three liens have been placed on the property. Therefore, he will move forward with a Sheriff’s Sale of the property.
- **Water System Improvements Project (PENNVEST):** Attorney Slivinski presented a Resolution to Borrow and a Resolution of Intent. A motion was made by Douglas Hassinger and seconded by Scott Brouse to approve the Resolution to Borrow via a PENNVEST loan with Dwayne Hackenberg and Jodie Sheaffer as the signers for the loan settlement documents. A motion was made by Tim Folk and seconded by Douglas Hassinger to approve the Resolution of official intent to reimburse general funds use to construct improvements to its water system with funds received from the Pennsylvania Infrastructure Investment Authority.

**Borough Foreman – Dustin Zechman**

Dustin said the new truck is equipped, licensed, and ready for use. The old truck, which is titled to the Municipal Authority, was listed on Municibid and there was a bid in the amount of \$6012.00 from Troy’s Auto Sales. A motion was made by Douglas Hassinger and seconded by Tim Folk to accept the bid of \$6012.00 for the old truck.

Dustin requested that the variable-frequency drives, which are original, be replaced. At this time, Dustin made the Authority Members aware this item was not part of the 2021 budget. Dustin presented a price quote of \$19,579.00 to replace the variable-frequency drives. A motion was made by Douglas Hassinger and seconded by Scott Reigle to use funds from the PLIGIT Sewer Account to purchase and replace the variable-frequency drives.

With no further comments or questions, motion was made by Scott Herbster and seconded by Scott Brouse to adjourn tonight’s meeting at 6:54 p.m.

Respectfully Submitted,  
Jodie Sheaffer  
Municipal Secretary