

MIDDLEBURG MUNICIPAL AUTHORITY

MINUTES

Tuesday, August 16, 2022, at 6:00 p.m.

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

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

CALL TO ORDER: Chairman Dwayne Hackenberg called the August 16, 2022, meeting to order at 6:00 p.m.

Motion made by Scott Herbster and seconded by Douglas Hassinger to approve the meeting agenda. Motion carried unanimously.

Motion made by Douglas Hassinger and seconded by Scott Brouse to approve the July 12, 2022 meeting minutes as presented. Motion carried unanimously.

REPORTS:

Engineer, Tim Tritch – Larson Design Group, Inc.

- **Water Project:** Tim Tritch reported all work is completed but due to an error in Mid-State's payment requests an additional payment in the amount of \$2,475.42 is required. Motion made by Scott Herbster and seconded by Scott Brouse to make the additional payment request of \$2,475.42 to Mid-State Paving, LLC. Motion carried unanimously. Tim Tritch reported LDG is handing over all documentation of the project via thumb drives to the Borough Foreman, Dustin Zechman. Tim Tritch reported LDG will be working on the completion of the asset management plan for water only, which was an additional engineering expense allowed and confirmed with PennVEST.
- **Middleswarth Wastewater Discharge Permit:** Tim Tritch reported the Authority could currently assess a total penalty of \$77,000 for violations of the industrial wastewater discharge permit. A response letter from Middleswarth indicated they have received no support from their wastewater treatment suppliers. Middleswarth has decided to work with Zeigler's Machine Shop to repair their RBC with the tentative completion of repairs by August 26th. Middleswarth stated they will report back after completion via a letter. Borough Foreman, Dustin Zechman reported there maybe the possibility of the Authority having to purchase nutrient credits this year for the sewer system.
- **Kissimmee Treatment Plant:** Tim Tritch informed the Authority the coordination with Dustin of the design drawings for the project is 90% completed and ready for bidding. The Authority Board unanimously agreed to have Tim Tritch move forward with the bidding process. Also, Tim Tritch informed the Authority there are additional grant opportunities becoming available in September and he is awaiting program requirements. Scott Reigle questioned Tim Tritch about the future possibility of bypassing the Kissimmee plant and pumping directly into the main sewer plant. Borough Administrator, Elizabeth Paige also reported the Municipal Authority Secretary was contacted about a proposed development of 50 single family units off Furnace Road.

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After a brief discussion, Tim Tritch proposed LDG submitting a proposal to prepare an asset management plan for the sewer system, which would help with future upgrade plans of the sewer system. The Authority Board directed Tim Tritch to prepare the proposal and submit it at next month's meeting.

- **CDBG Sewer Project:** Tim Tritch reported all work is completed and LDG has all the project documentation on a thumb drive for the Authority.

- **Infiltration/Inflow:** Tim Tritch reported Insight Pipe Contracting has started the CCTV work on Monday, August 15th. LDG has coordinated with Insight to provide the video information for review so LDG can prepare a follow-up report for the Authority prioritizing the needed repairs. Borough Foreman, Dustin Zechman reported Insight started the CCTV work on Paxtonville Road and will be moving to the New Berlin Highway area next week. Dustin Zechman informed the Authority while opening the manholes for Insight, he located 6 manholes in need of repair.

Municipal Authority Solicitor, Robert Slivinski

- **Letter to Borough Council:** Robert Slivinski reported the letter to Borough Council about removing borough fees from the quarterly water/sewer bills was delivered. Borough Administrator, Elizabeth Paige stated Borough Council has agreed to the removal of the fees effective January 1, 2023. Borough Council will be investigating another way to collect the annual rental permit fee.

Borough Foreman, Dustin Zechman

- Dustin Zechman reported the police department used the t-tag dump truck on the evening of August 9th and questioned the Solicitor about how to invoice for the truck usage. Solicitor Robert Slivinski stated the Borough/Authority should send an invoice to the District Attorney's office and reference the police case number and the name of the person being charged.

- The Authority Board questioned Dustin Zechman about the current water withdrawn levels, due to the dry weather. Dustin Zechman informed the Authority with the completion of the water project; the withdrawal rate of water is lower than before the project.

With no further comments or questions, motion made by Scott Herbster and seconded by Douglas Hassinger to adjourn the meeting at 7:00 p.m.

Respectfully Submitted

Elizabeth Paige
Borough Administrator