

MIDDLEBURG MUNICIPAL AUTHORITY

“MINTUES”

Tuesday, July 12, 2022, at 6:00 pm

Page 1 of 2

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

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

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

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

Motion made by Scott Reigle and seconded by Tim Folk to approve the June 14, 2022; meeting minutes as presented. Motion carried unanimously.

REPORTS:

Engineer, Tim Tritch – Larson Design Group, Inc.

- **Water Project:** Tim Tritch presented a payment request for the remaining balance due to Mid-State Paving, LLC. Motion was made by Scott Herbster and seconded by Tim Folk to approve the payment request for the remaining balance due to Mid-State Paving, LLC. Motion carried unanimously.

Tim Tritch reported the Water Improvement Project came in under bid. Tim Tritch will close out the project and recommended using some of the remaining funds to complete an Asset Management Plan. After discussion, motion was made by Tim Folk and seconded by Scott Brouse to approve the Asset Management Plan recommended by Larson Design Group. Motion carried unanimously.

- **CDBG Sewer Project (Shade View Housing Authority):** Doli Construction will provide a 5-year warranty for the manhole liner. Tim Tritch presented the final payment request for Doli Construction. Motion was made by Tim Folk and seconded by Douglas Hassinger to approve the final payment request for Doli Construction. After the receipt of the 5-year warranty documentation. Motion carried unanimously.

- **Infiltration/Inflow:** Chairman Dwayne Hackenberg signed the quote from Insight Pipe Contracting, LLC. Tim Tritch will coordinate with Insite Pipe Contracting, LLC, Dustin, and Jodie on the CCTV status.

MIDDLEBURG MUNICIPAL AUTHORITY

“MINUTES”

Tuesday, July 12, 2022, 6:00 pm

Page 2 of 2

- **Kissimmee Treatment Plant:** Dustin reported the tank bracing struts and walking grates will be complete by next week. Once the work is complete, Tim Tritch will be ready to receive bids for upgrade work.
- **Middleswarth Wastewater Discharge Permit:** Middleswarth provided a response letter and paid the invoice for the oil issues in the sewer main. Tim Tritch reported Middleswarth did not submit a June monthly update on the WWTP repairs at the plant. After discussion, the Authority requested Tim Tritch to send a letter to Middleswarth, with a deadline of August 16, 2022, requesting an update on the WWTP and inform them of the current permit violations.
- **SEDA-COG CDBG Grant:** Tim Tritch submitted a CDBG Grant Application with Shannon Rudy at SEDA-COG. Shannon Rudy is working with the Authority Secretary, Jodie Sheaffer surveying the residents. Once the surveys are compiled, it will be determined if the Authority qualifies for a CDBG Grant.

Municipal Authority Solicitor – Robert Slivinski

- **Water/Sewer Billing:** Attorney Slivinski sent a letter to Middleburg Borough Council addressing the Rental Fee and Annual Clean-up on the water/sewer billing. Starting in 2023, the Rental Fee and Annual Clean-up will no longer be on the water/sewer billing.

Borough Foreman – Dustin Zechman

Dustin reported the blow-off valve for well 3 has a thirty-week lead time. Once the valve is received and installed, Martz Technologies will start the programming along with modem replacement.

Dustin reported a small leak at the base of the sandpipe tank has been noticed and Mid-Atlantic Storage Systems is under warranty to repair the leak.

Other Business

Tim Folk updated the Authority about the personal committee meeting for the non-union employee's contract.

With no further comments or questions, motion made by Douglas Hassinger and seconded by Scott Herbster to adjourn tonight's meeting at 6:37 p.m.

Respectfully Submitted,
Jodie Sheaffer
Municipal Secretary