

MIDDLEBURG MUNICIPAL AUTHORITY

“MINTUES”

Tuesday, July 13, 2021, at 6:00 pm

Page 1 of 2

Members Present: Dwayne Hackenberg, Scott Herbster, Tyler Maneval, Douglas Hassinger, Tim Folk, and Jodie Sheaffer/Secretary

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

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 Herbster to approve tonight’s meeting agenda. Motion carried unanimously.

Motion was made by Tim Folk and seconded by Scott Herbster to approve the June 8, 2021; meeting minutes as presented. Motion carried unanimously.

PUBLIC: NONE

REPORTS:

Borough Engineer Tim Tritch – Larson Design Group, Inc.

- **Water Project:** Larson Design Group received and reviewed 58 submittals for the water project. Water services are being installed this week on West Raleigh Avenue. Shuman Street is complete except for connecting to existing water main and installing water services. Construction is still being complete on the main water behind East Raleigh Avenue circle near Windsor Avenue and water main installation on Court Street. DN Tanks has completed site grading for the concrete tank and plans to begin construction of the tank July 23, 2021. Construction Meeting #2 with contractors was held to discuss the continued construction. Tim Tritch presented Mid-State Paving Payment Request No. 2. Motion was made by Douglas Hassinger and seconded by Tim Folk to approve Payment Request No. 2 to Mid-State Paving. Tim Tritch also presented DN Tanks Payment Request No. 2. Motion was made by Scott Herbster and seconded by Douglas Hassinger to approve Payment Request No. 2 to DN Tanks.

Next on the project schedule is the water main work in the grass area by Windsor Avenue, Schoch Street, Center Street, North Charles Street, and South Wausau Road. Mid-Atlantic will be starting the standpipe tank site grading and tank construction. Water Filtration Plant construction will also begin. Tim Tritch will upload pay applications to PENNVEST for engineering and contractor work for the Authority to receive payment.

- **Middleswarth Wastewater Discharge Permit:** Middleswarth will be updating Dustin Zechman, Borough Foreman, on their new treatment process. Dustin is waiting on more test results.

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Page 2 of 2

- **Kissimmee Treatment Plant**: Tim Tritch is awaiting response from Mount Welding for the cost of metal brackets for the sewer treatment plant.
- **CDBG Sewer Project (Shade View Housing Authority)**: Tim Tritch reported 75% of the design for the project is completed. Shannon Rudy at SEDA-COG emailed stating the Environmental Review needs cleared and then the agreement between the County and Authority must be signed. Shannon Rudy will have the Agreement ready for the August 10, 2021, meeting to be approved and executed by the Authority. The County Commissioners will then need to approve the agreement between the County and the Middleburg Municipal Authority.
- **Infiltration/Inflow**: Tim Tritch is still awaiting quotes from televising companies and potentially lining sewer pipes with identifying problems.

Borough Solicitor – Robert Slivinski

- **Timbering Easements**: A property owner has passed away, however Attorney Robert Slivinski does not foresee any problems the easement.
- **Betty Zechman Estate**: Attorney Robert Slivinski reported the Sheriff Sale for the Estate will be October 8, 2021.

Borough Foreman – Dustin Zechman

Dustin reported it would be approximately \$1400.00 in materials for the Little League Association to have a water line placed to the concession stand. Plus, a half day labor for two borough employees and discussion was held on waiving the tapping fees.

Municipal Authority Secretary – Jodie Sheaffer

Jodie presented the Rules and Regulations Appendix's. After discussion and review, a motion was made by Scott Herbster and seconded by Douglas Hassinger to remove "Non-metered EDU's may install a water or sewer meter at the owner's expense and shall be inspected by the manager with a \$25.00 inspection fee" in Appendix 2 Sewer Rates and Fee 1.A. Motion carried unanimously. All Appendix's were updated for grammar and consistent formatting.

With no further comments or questions, motion was made by Douglas Hassinger and seconded by Scott Herbster to adjourn tonight's meeting at 6:45 p.m.

Respectfully Submitted,
Jodie Sheaffer
Municipal Secretary