

MIDDLEBURG MUNICIPAL AUTHORITY

March 10, 2020

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MEMBERS PRESENT: Dwayne Hackenberg-Chairman, Scott Herbster-Vice Chairman,
Scott Reigle, Tim Folk, Doug Hassinger, Scott Brouse

OTHERS PRESENT: Robert Slivinski-Solicitor, Elizabeth Paige-Borough Administrator,
Dave Walters-Engineer

Meeting was called to order at 6:00 P. M.

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

Motion was made by Scott Herbster to approve the February minutes. Scott Herbster seconded
and MOTION UNANIMOUSLY CARRIED.

LDG REPORT

Water Project-LDG has completed the field survey work on both tank sites and prepared base mapping for the design. The electrical design and SCADA requirements will be additional cost beyond what was planned so a change order will be necessary. Also, the existing meter house is also in bad shape and Dustin believes it should be replaced as part of the project. Dave does not know what the additional cost will be for these items but Larson will be working to come up with some figures.

A meeting with PennVest to explore funding for the project will be held March 17th at 1:00 P.M.

Mid-West sports complex-A will serve letter for the Mid-West sports complex was completed by Larson Design Group and sent to the Engineer for the school district.

Developer's Agreement-A Developer's Agreement being prepared by Solicitor Slivinski has not been completed at this time.

Kissimmee WWTP-Larson will be preparing bid documents for work to be done to the treatment tanks at the Kissimmee plant.

Chapter 94 Reports-Larson is working on the Chapter 94 reports for the Middleburg and Kissimmee WWTP plants and will submit them to DEP by March 31, 2020.

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Annual Water Supply Report-Larson is compiling the information for the Annual Water Supply Report and will submit it to DEP by March 31, 2020.

Electronic payments for water and sewer-There have been issues with Redstone and MCPS in that the equipment to pay with a credit card at the office still does not work. In the meantime, Fulton Bank, which is where the water and sewer accounts are, has offered a program which will be a flat rate cost for the customers. There is no monthly fee and no set up fee. The current contract runs out this month.

After discussion, Scott Heintzelman motioned to move from Redstone/MCPS to Fulton Bank for electronic payments. Doug Hassinger seconded and MOTION UNANIMOUSLY CARRIED.

SOLICITOR'S REPORT

Zimmerman contract-Authority members were given a copy of a preliminary contract from Karl Zimmerman. Solicitor Slivinski was directed to move forward with the Eminent Domain process. The Solicitor and Forester are going to work together on the matter.

Policy for Delinquent Account-Solicitor Slivinski is going to draw up a policy for addressing severely delinquent accounts.

Access to water tower site-Solicitor Slivinski has obtained the deeds of those who live beside the road where one goes from Water Tower Road to the water tank site. It is mentioned on the deeds that the Municipal Authority has a road in that area also and it appears to be legal.

Liens for delinquency-Solicitor Slivinski entered a lien for Kelly Herman, Wayne Catherman and the Betty Zechman Estate.

BOROUGH FOREMAN' REPORT

Meter reading equipment-Dustin Zechman, Borough Foreman, reported that he has found out the hardware for the meter reading equipment is now obsolete. They will be able to read meters this quarter but the new equipment will need to be purchased at approximately \$15,000.

Adjoining property to the reservoir-Dustin informed the Authority of the possibility of a sale of a property adjacent to the reservoir.

Motion was made by Doug Hassinger to adjourn at 6:50 P.M. Scott Herbster seconded and MOTION UNANIMOUSLY CARRIED.

Beverly Inch
Municipal Secretary