

**MIDDLEBURG MUNICIPAL AUTHORITY**  
**“MINTUES”**  
**Tuesday, March 8, 2022, at 6:00 pm**  
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Members Present: Dwayne Hackenberg/Chairman, Scott Herbster, Scott Brouse, Douglas Hassinger, Scott Reigle, Tim Folk, and Jodie Sheaffer/Secretary

Others Present: Robert Slivinski/Solicitor, Dustin Zechman/Borough Foreman, Tim Tritch/Engineer, 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 Tim Folk and seconded by Scott Herbster to approve tonight’s meeting agenda. Motion carried unanimously.

Motion made by Scott Reigle and seconded by Douglas Hassinger to approve the February 8, 2022; meeting minutes as presented. Motion carried unanimously.

**REPORTS:**

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

- **Water Project:** Construction Meeting #10 with contractors was held to discuss continued construction. Mid-State Paving, LLC completed the meter building as well as the pipe and valve work at the water filter plant. Construction will begin for the water main behind the property at 7 E. Raleigh Avenue. Mid-State Paving, LLC Payment Request No. 10 was presented. Motion made by Douglas Hassinger and seconded by Scott Brouse to approve Payment Request No. 10 from Mid-State Paving, LLC. Motion carried unanimously.

Tra Electric completed wiring, conduit installation, and startup of the new water quality monitoring. Underground conduit piping to the buildings at the filtration plant has been started. Tra Electric Payment Request No. 4 was presented. Motion made by Douglas Hassinger and seconded by Scott Brouse to approve Payment Request No. 4 from Tra Electric. Motion carried unanimously. Tra Electric Change Order No. 2 was presented to decrease contract price for removal of motorized ball valves purchase from contract and increase for additional wiring/conduit work in the filtration building. Motion was made by Scott Herbster and seconded by Tim Folk to approve Change Order No. 2 for Tra Electric. Motion carried unanimously.

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Mid-Atlantic Storage Systems, Inc. is still under contract to fix the leak at the tank with no additional cost to the Authority. Mid-Atlantic Storage Systems, Inc. will coordinate with Duston on when to proceed with sealing the tank. The plan is to drain the tank and then Mid-Atlantic Storage Systems, Inc. will re-seal the bottom of the tank by the end of March.

➤ **CDBG Sewer Project (Shade View Housing Authority):**

Doli Construction has completed the sewer replacement at 7 E. Raleigh Avenue. They are currently awaiting warmer temperatures to begin sewer lining and manhole lining to ensure it will cure properly.

Larson Design Group requested a Design Change Order in the amount \$6,000.00 for additional work that was complete during the bid phase when SEDA COG notified the Authority and Larson Design Group of additional funds that could be allocated to the project. Also, Larson Design Group unintentionally overbilled the Authority \$1009.91, so this amount will be applied to the Design Change Order. Motion was made by Tim Folk and seconded by Scott Herbster to approve Larson Design Group Design Change Order. Motion carried unanimously.

- **Middleswarth Wastewater Discharge Permit:** A reply was received from Rob Middleswarth regarding the violations. Mr. Middleswarth will provide an update by March 17, 2022, to the Authority. If an update is not provided, Tim Tritch will email Mr. Middleswarth for an update. Tentative date of completion is March 31, 2022.

➤ **Infiltration/Inflow:**

Engineer Tim Tritch will request quotes from Insight Pipe Contracting Utility Services Group, Inc., and Mr. Rehab. The Infiltration/Inflow has been budgeted for 2022.

**Municipal Authority Solicitor – Robert Slivinski**

- **Timber Project:** Attorney Slivinski spoke to Jason Winey at the Snyder County Conservation District regarding the Timber Project. Attorney Slivinski reported he is preparing the necessary paperwork to present to the Agricultural Land Condemnation Approval Board to gain access to one property for the Timber Project. The paperwork will be presented at the next meeting for Chairman Dwayne Hackenberg to sign.

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➤ **CDBG Sewer Project (Shade View Housing Authority):**

All the easements for the Sewer Project were obtained and recorded at the Snyder County Courthouse.

**Borough Foreman – Dustin Zechman**

Dustin reported the generator at the sewer plant is still not working. Dustin contacted Cleveland Brothers who have agreed to repair the generator and service it annually.

Dustin reported the variable frequency drives at the sewer plant have been rebuilt. Dustin will be sending the full report on the voltage spikes to the Pennsylvania Utility Commission to try to get reimbursement for the problems created by PPL voltage spikes.

**Municipal Authority Secretary – Jodie Sheaffer**

Jodie informed the Authority Members that the SWIFT 911 Alert System will expire May 31, 2022. Elizabeth Paige/Borough Administrator met with Derrick Shambach/Snyder County Emergency Management Coordinator regarding an alert system that can be shared with County. The current SWIFT 911 database was downloaded into the new system and will be effective when the SWIFT 911 Alert System expires, which will also reduce the annual cost to the Authority and Borough.

**Executive Session:**

Municipal Authority entered an executive session at 6:36 p.m. to discuss personnel matters. Authority Chairman, Dwayne Hackenberg called the meeting back to order at 7:19 p.m. No action was taken.

With no further comments or questions, motion made by Tim Folk and seconded by Douglas Hassinger to adjourn tonight’s meeting at 7:20 p.m.

Respectfully Submitted,  
Jodie Sheaffer  
Municipal Secretary