

MIDDLEBURG MUNICIPAL AUTHORITY

“MINTUES”

Tuesday, November 9, 2021, 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, Elizabeth Paige/Borough Administrator, and Tim Tritch/Engineer

Public Present: Bill Dugan and Kay Dugan

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

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

Motion made by Tim Folk and seconded by Scott Brouse to approve the October 12, 2021, meeting minutes and the October 27, 2021 “Special Meeting” minutes as presented. Motion carried unanimously.

PUBLIC: Bill and Kay Dugan were present to discuss the issues with their property since construction was done for the Water Improvement Project. Engineer Tim Tritch assured the Dugan’s that Mid-State Paving, LLC will be held responsible for coming back and fixing issues they have caused. Tim Tritch will be contacting Mid-State Paving, LLC to discuss the issues and then follow up to be sure the issues have been corrected.

REPORTS:

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

- **Water Project:** Larson Design Group, Inc. received and reviewed 98 submittals for the water project. Construction Meeting #6 with contractors was held to discuss continued construction. Mid-State Paving, LLC has completed the paving on State Route 104. Installation of water services in multiple project streets have also been completed. Tim Tritch presented Mid-State Paving, LLC Payment Request No. 6. After discussion, motion made by Douglas Hassinger and seconded by Scott Brouse to approve Payment Request No. 6 from Mid-State Paving, LLC. Motion carried unanimously. Tim Tritch presented Change Order No. 4 from Mid-State Paving, LLC for an increase in the contract pricing for fire hydrants and hydrant extensions. Motion made by Scott Herbster and seconded by Scott Reigle to approve Change Order 3 from Mid-State Paving, LLC. Motion carried unanimously.

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DN Tanks, LLC has completed the site work except for the stone parking area near the tank. Completion of valves and fittings as well as seeding and grading of the site has been done. Tim Tritch presented DN Tanks, LLC Payment Request No. 6. Motion made by Douglas Hassinger and seconded by Scott Herbster to approve Payment Request No. 6 from DN Tanks, LLC. Motion carried unanimously.

- **Middleswarth Wastewater Discharge Permit:** In October, Middleswarth Associates replied to the Violation letter with a plan of action addressing the current violations, however they have not provided any proof of their plan of action. Tim Tritch will draft a letter to Middleswarth Associates asking for proof of purchases and schedule of delivery of materials.
- **CDBG Sewer Project (Shade View Housing Authority):** Doli Construction has provided the Contract Agreement, Performance Bonds, Payment Bonds, and Certificate of Insurance. Larson Design Group, Inc. has reviewed the documents, and everything is acceptable. Tim Tritch coordinated a pre-construction meeting with Shannon Rudy at SEDA-COG, Doli Construction, and Foreman Dustin Zechman to be held Wednesday, November 17th at 10:00 am, at the Borough Office. Installation to re-locate the PPL wire, where new water main and sewer main repairs will be constructed, has been started. PPL has contacted the property owner to obtain an easement for the new unground wire. Doli Construction is aware of the underground wire situation and will work with PPL.
- **Infiltration/Inflow:** After discussion, Authority Members agreed to wait until March 2022, to ask for updated quotes from Insight Pipe Contracting, Utility Services Group, Inc., and Mr. Rehab.

Secretary Jodie Sheaffer presented a budget break down for a target rate to meet the PENNVEST Loan requirements. After discussion, motion made by Tim Folk and seconded by Douglas Hassinger to increase the base water rate \$3.00 and \$2.00 increase for water use per 1,000 gallons over 4,000 gallons. Motion carried unanimously. Also, motion made by Scott Herbster and seconded by Scott Reigle to increase the hydrant rate by \$5.00 and increase the sprinkler rate by \$25.00. Motion carried unanimously.

Borough Solicitor – Robert Slivinski

- **Betty Zechman Estate:** Attorney Slivinski reported the date of Sheriff Sale for this property is still on schedule for November 12th at 1:00 pm.
- **Timbering Project:** Attorney Slivinski received a letter from Forester Mark Holman regarding access to the Timbering Project. Discussion was held about other options to access the property for timbering. Members will research other options and present them at the next meeting.

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Borough Foreman – Dustin Zechman

Dustin reported the generator at the wastewater treatment plant still needs to be repaired. He is waiting for a radiator hose, which will hopefully be in supply soon.

Dustin reported due to the power surges in the area the Variable Frequency Drives were over vaulted. Martz Technology is working on the Variable Frequency Drives to be sure there was no damage. Also, the Variable Frequency Drives have arrived for the Kissimmee Plant, but Dustin is waiting until Martz Technology finishes the inspection of current Variable Frequency Drives before installing the new Variable Frequency Drives at the Kissimmee plant.

Discussion was held regarding the water pressure at 234 West Oak Avenue. The Water Project Improvements will allow the water pressure to return to a normal level. Motion made by Tim Folk and seconded by Douglas Hassinger to resume the standard water rate billing starting January 1, 2022, at the 234 West Oak Avenue property. Secretary Jodie Sheaffer should send a letter to the property owner regarding the change in billing.

With no further comments or questions, motion made by Douglas Hassinger and seconded by Scott Herbster to adjourn tonight's meeting at 7:26 p.m.

Respectfully Submitted,
Jodie Sheaffer
Municipal Secretary