

MIDDLEBURG MUNICIPAL AUTHORITY
“MINTUES”
Tuesday, September 14, 2021, at 6:00 pm
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Members Present: Dwayne Hackenberg/Chairman, Scott Herbster, Scott Brouse, Douglas Hassinger, 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: None

CALL TO ORDER: Middleburg Municipal Authority meeting was called to order by Chairman Dwayne Hackenberg at 6:05 p.m.

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

Motion was made by Scott Herbster and seconded by Scott Brouse to approve the August 10, 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 85 submittals for the water project. Mid-State Paving, LLC completed water main installation on Court Street, Schoch Street, Center Street, and Raleigh Avenue. They have begun construction of the water main on SR104 Wausau Road. Tim Tritch presented Mid-State Paving, LLC Payment Request No. 4. Motion was made by Tim Folk and seconded by Douglas Hassinger to approve Payment Request No. 4 to Mid-State Paving, LLC. Motion carried unanimously. Tim Tritch presented Change Order 3 from Mid-State Paving, LLC for a credit to the Authority for installing plastic pipe instead of copper pipe. Motion was made by Scott Herbster and seconded by Scott Brouse to approve Change Order 3 from Mid-State Paving, LLC. Motion carried unanimously. Larson Design Group has coordinated with PPL and Mid-State Paving, LLC to shut down the electric line for an acceptable date to vacuum truck the electric line for exposure and installation of the water main on Windsor Avenue. Tentative plan is to have the sewer main installed at the same time for Shade View Sewer Project, so the electric line only needs exposed once. Tentative date coordinated with PPL is October 25, 2021.

DN Tanks, LLC has installed half the under-tank piping and the tank floor, plus wall footing is complete. Wall and dome panels are poured and casted. Tim Tritch presented DN Tanks, LLC Payment Request No. 4. Motion was made by Scott Brouse and seconded by Scott Herbster to approve Payment Request No. 4. to DN Tanks, LLC. Motion carried unanimously.

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Mid Atlantic Storage Systems, Inc. has cleared, grubbed, and cut down trees. They have also excavated and graded the new standpipe tank access road, added gravel to the existing access road up to pad, and installed infiltration trenches. Tim Tritch presented Mid Atlantic Storage Systems, Inc. Payment Request No. 10743-1. Motion was made by Scott Herbster and seconded by Tim Folk to approve Payment Request No. 10743-1. Motion carried unanimously. Construction Meeting #4 with contractors was held to discuss the continued construction.

- **Middleswarth Wastewater Discharge Permit:** Tim Tritch reviewed the Middleswarth reports, and they are not complying with their permit requirements except oil and grease for February to July 2021. After review and discussion, Tim Tritch was requested to send a Notice of Violation to Middleswarth, with a deadline of thirty days to respond with a plan of action for addressing the violations.
- **CDBG Sewer Project (Shade View Housing Authority):** Project design is 95% complete. Attorney Slivinski is working on getting the sewer easements for the project. Larson Design Group sent the Project Manual and drawings to SEDA COG for their technical review. Once SEDA COG’s review is complete, the project can go out for bid. Shannon Rudy from SEDA COG informed Tim Tritch that an additional \$81,022.90 is available to add to this grant. Larson Design Group recommends keeping the scope of the project at what was originally presented for repairs until the bids are received and reviewed. Then if additional funds are available, the contractor can conduct more work under the provided unit price for the project. The tentative plan is to complete the sewer main work this year with Raleigh Avenue and Drake Court being paved in the spring of 2022.
- **Infiltration/Inflow:** Tim Tritch received two quotes for Infiltration/Inflow work on 21,500 linear feet of cleaning and inspection of mains from Insight Pipe Contracting, LLC and Utility Services Group, Inc. Recommendation was made to table the work on this project until the PENNVEST Water Project and CDBG Sewer Project are completed. Tim will get updated quotes in three months and present them to the Authority again.

Borough Solicitor – Robert Slivinski

- **Betty Zechman Estate:** Attorney Slivinski reported the date of Sheriff Sale for this property is scheduled for October 8, 2021. Jodie questioned whether another Lien should be placed on the property because the estate is two quarters late on payments, with another quarter to be billed at the end of September. Attorney Slivinski said he would reach out to the Sherriff Office about the outstanding payments due and recommends at this time there would not be any need to file another Lien on the estate.
- **Timbering Project:** Attorney Slivinski is still working on approaching the Agricultural Land Condemnation Approval Board to get approval as well as the approval of the Franklin Township Supervisors and County Commissioners to continue forward with the Timbering Project.

Borough Foreman – Dustin Zechman

Dustin stated the quote from Martz Technologies for the three Variable Frequency Drives to be replaced at the sewer plant in Kissimmee is \$9,720.00. This quote is to replace three Variable Frequency Drives and remove six Variable Frequency Drives.

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Dustin reported that PennDot is planning to resurface the roads in Kissimmee next week. The crew will be putting in risers in six to eight manholes during the resurfacing.

Dustin reported the control panel at the Kissimmee Pump Station needs to be upgraded. Dustin is getting a quote from Martz Technologies and will have the quote for the next meeting.

Borough Secretary – Jodie Sheaffer

Jodie presented the Rules and Regulations. After discussion and review, Attorney Slivinski will create an application for sewer/water service when there is a change of ownership to a property under Vacating the Premises and Change of Ownership (Section 1.6), and he will present it at the next meeting. Motion was made by Tim Folk and seconded by Scott Herbster to remove the last part of the sentence under Sewer Service Line (Section 1.8.2), "unless the Owner of the premises serviced assumes all liability and a permanent easement is forwarded to the Authority which shall allow for construction, maintenance, repair, and access to the sewer and water lines". Motion carried unanimously.

With no further comments or questions, motion was made by Tim Folk and seconded by Douglas Hassinger to adjourn tonight's meeting at 7:19 p.m.

Respectfully Submitted,
Jodie Sheaffer
Municipal Secretary