

MIDDLEBURG BOROUGH COUNCIL
MEETING MINUTES
Tuesday, August 10, 2021 @ 7:00 p.m.
Page 1

Meeting Location: Middleburg Borough Building, 13 N. Main Street, Middleburg, PA
Council Members: Present were Brian Swartz/President, George Price/Vice President, Michael Kerstetter, Daniel Faust, Judy Lynn, and Mayor Heidi Potter. Absent was Elaine Sautner
Others Present: Beau Hoffman/Solicitor (via telephone), Mark Bailey/Police Chief, Dwayne Hackenberg/Fire Chief, Dustin Zechman/Borough Foreman, and Jodie Sheaffer/Municipal Secretary
Public Present: None

CALL TO ORDER: Middleburg Borough Council meeting was called to order by Council President, Brian Swartz at 7:01 p.m. following the pledge of allegiance.

PUBLIC COMMENTS: None

Motion made by George Price and seconded by Judy Lynn to approve the meeting agenda as presented. Motion carried unanimously.

Motion made by Daniel Faust and seconded by George Price to approve the July 13, 2021; meeting minutes as presented. Motion carried unanimously.

Motion made by Michael Kerstetter and seconded by Brian Swartz to approve the bills paid in July 2021 as presented. Motion carried unanimously.

Motion made by Judy Lynn and seconded by Daniel Faust to approve the financial statements as of July 30, 2021, as presented. Motion carried unanimously.

REPORTS:

Fire Chief – Dwayne “Butch” Hackenberg

- Fire Chief, Dwayne Hackenberg reviewed the year-to-date Reliance Hose Co. #1 reports with Borough Council.
- Fire Chief, Dwayne Hackenberg stated the Fireman’s Carnival was excellent and they had a great turn out with everything back to normal.
- Fire Chief, Dwayne Hackenberg stated the Reliance Hose Co. #1 reviewed the box alarms and Brian Swartz, President, needs to sign the paperwork.
- Fire Chief, Dwayne Hackenberg stated the Dog Show will take place as planned, however there will not a fish dinner Saturday night because entries this year are down compared to previous years.

Borough Engineer – Chris Sheaffer (not present)

- Borough Council President, Brian Swartz stated that Engineer Chris Sheaffer called and there are two trees that were not originally identified on the Stumps Run Project for removal. However, the two trees need to be removed to prevent future problems with the Stump Run Project. The contingent funds will be used to cover the approximate cost of \$2,000.00, to remove the additional two trees.

MIDDLEBURG BOROUGH COUNCIL
MEETING MINUTES
Tuesday, August 10, 2021 @ 7:00 p.m.
Page 2

Borough Solicitor – Beau Hoffman

- Borough Solicitor, Beau Hoffman stated all the construction easements for the Stumps Run Project have been received and recorded.
- Borough Solicitor, Beau Hoffman informed Borough Council that he will need to amend the ordinance of the section of the 2018 International Property Maintenance Code (IPMC) regarding weeds. He will bring a draft Amendment to the next meeting.
- Borough Council President, Brian Swartz inquired if the Borough Solicitor had any updated information on the Middleburg Yarn Factory building. Borough Solicitor, Beau Hoffman stated there still has been no response from the Middleburg Yarn Factory's attorney. It was discussed it has been over 4 months since the Middleburg Yarn Factory's attorney has been contacted and Borough Solicitor needs to reach out to them again.

Police Chief – Mark Bailey

- Police Chief, Mark Bailey issued a "Thank You" to everyone, who was able to be present at Chief Tony Jordan's Dedication on August 6, 2021.
- Police Chief, Mark Bailey reviewed the July 2021 monthly police department reports with Borough Council.
- Police Chief, Mark Bailey informed Borough Council the Police Department needs to purchase new taser units and batteries for each of the officers. Budgeted police funds will be moved to the equipment fund to cover the cost of three taser units and batteries for the officers.

Borough Foreman – Dustin Zechman

- Borough Foreman, Dustin Zechman updated Borough Council on the Middleburg Municipal Authority's Water Improvements Project. Dustin Zechman stated paving will begin on Center Street this week and the floor will be poured for the concrete tank.
- Borough Foreman, Dustin Zechman, stated trees were removed for the Stumps Run Project and work will begin next week on the project.
- Borough Council President, Brian Swartz inquired if Borough Foreman, Dustin Zechman, used the computer and telephone services at the Borough Shed. Dustin Zechman stated he uses the internet service for his computer however the telephone line could be canceled. Brian Swartz inquired if Elizabeth Paige could get savings quote for Council by the next meeting.

Borough Administrator/Zoning Officer – Elizabeth Paige (not present)

- Municipal Secretary, Jodie Sheaffer presented the year-to-date zoning permits issued report and Borough code violations report.
- Municipal Secretary, Jodie Sheaffer informed Borough Council of the subdivision/lot addition plan for the property at 179 West Willow Avenue by the Snyder County Planning Commission.

**MIDDLEBURG BOROUGH COUNCIL
MEETING MINUTES
Tuesday, August 10, 2021 @ 7:00 p.m.
Page 3**

NEW BUSINESS:

- Council President, Brian Swartz discussed a few options for Health Insurance cost savings. Brian Swartz would like Council to review the options for possible Health Insurance cost savings for next fiscal year.

COUNCIL MEMBER & COMMITTEE REPORTS:

- Buildings & Grounds Chairman, George Price stated the committee is creating a priority list. The first item to address is a new roof on the borough building to avoid issues with leaks ruining the elevator.
- Borough Land Usage Committee Member, Daniel Faust, requested hunting on the land be added to the agenda for the next meeting.

With no comments or further business to conduct, motion made by Judy Lynn and seconded by Daniel Faust to adjourn tonight's meeting at 7:50 p.m.

Respectfully Submitted,
Jodie Sheaffer
Municipal Secretary