

**MIDDLEBURG BOROUGH COUNCIL
MEETING AGENDA
TUESDAY, JUNE 09, 2026 @ 6:30 PM
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6:30 P.M. Call Meeting to Order Followed with Pledge of Allegiance

- **Approval of Meeting Agenda**
- **Approval of 05/12/2026 Monthly Meeting Minutes**
- **Approval of Bills Paid in May 2026 - Totaling \$28,429.03**
- **Approval of Borough Financial Statement Dated 05/31/2026**

ADDRESS PUBLIC COMMENTS:



REPORTS:

A. Solicitor: AxRunkle, PC - Beau Hoffman

- Report on Shockey Temporary Construction Easement
- Report on MMA Tap Fee Information from MMA Solicitor
- Review of MMA Fire Hydrant Maintenance Agreement
- Draft Ordinance Amending Chapter 15 Part 3 – 302 Restrictions on Size of Vehicles

B. Police Chief, Mark Bailey

- Review of Monthly Police Reports for May 2026
- Discuss Ride-A-Long / Summer Break Internship

C. Borough Supervisor: Devan Leister

- Update on Spring Cleanup Activities

D. Borough Administrator/Zoning Officer: Elizabeth Paige

Engineer Reports:

- Review Engineer Letter – Removal of N Charles Ave Sidewalks
- Report No Bridge Inspection Completed During Previous Stumps Run Project
Engineer Recommends: Bridge Inspection be Performed
- Review of Zoning Permits & Zoning Violations Reports
- Employee Health Insurance Renewal (Borough 14%/Police 18% - Increased 16%)
- Renewal of Borough General Insurances & Workers' Compensation Insurance

EXECUTIVE SESSION AS NEEDED: Discussion of Legal Issues and/or Personnel Matters

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OLD BUSINESS:

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NEW BUSINESS:

- Residential Concern About Traffic on Raleigh Avenue (Children at Play Sign Request)
- Resident/Robert Hodowanec Concern About Traffic on W. Oak Avneue

COUNCIL MEMBERS & MAYOR REPORTS:

- | | |
|-----------------------------------|-----------------------|
| 1) James Shull, Council President | 5) <i>Vacant</i> |
| 2) James Gahring, Vice President | 6) <i>Vacant</i> |
| 3) Beverly Inch | 7) <i>Vacant</i> |
| 4) Martin Clark | 8) Mayor Heidi Potter |

BOROUGH COMMITTEE UPDATES:

Committee Meetings Are Held As Needed

- 1) Personnel: James Shull, Heidi Potter, & Elizabeth Paige
- 2) Buildings, Streets & Sidewalks: James Gahring, Martin Clark & Devan Leister – Grand Street sidewalk inspection review to be scheduled (weather pending)
- 3) Community Improvements: Heidi Potter, James Gahring, & Beverly Inch
- 4) Zoning Update Committee: Martin Clark, Beverly Inch, & Elizabeth Paige – Zoning Update Recommendations Report Submitted for Review & Comment of Borough Council

Committees – Meeting Annually Or As Needed:

- 1) Budget: James Shull, Heidi Potter, Beverly Inch & Elizabeth Paige

CORRESPONDENCE, MINUTES, REPORTS:

- Middleburg Municipal Authority Monthly Update – “Nothing to Report”
- DEP Letter: Chapter 94 – Annual Wasteload Management for MMA Sewer Facilities
- Borough’s Summer 2026 Newsletter

MEETING ADJOURNMENT

Next Meeting Date: Tuesday, July 14, 2026 @ 6:30 PM
Next Ordinance #379 & Next Resolution #2026-10