

MIDDLEBURG MUNICIPAL AUTHORITY

March 12, 2019

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MEMBERS PRESENT: Dwayne Hackenberg-Chairman, Scott Brouse, Tim Folk,
Tyler Maneval

OTHERS PRESENT: Robert Slivinski-Solicitor, Dave Walters-Engineer, Judy Varner,
Elizabeth Paige-Borough Administrator, Dustin Zechman-Borough Foreman,
Brian Lauver, Art Lieberman, Dave Malone

Meeting was called to order by Chairman Dwayne Hackenberg at 6:00 P.M.

Motion was made by Tim Folk to approve the agenda. Scott Brouse seconded and MOTION UNANIMOUSLY CARRIED.

Motion was made by Scott Brouse to approve the January minutes. Tyler Maneval seconded and MOTION UNANIMOUSLY CARRIED. (There had not been a February meeting due to inclement weather.)

Electronic payment for water and sewer bills-Previously, the Authority had approved using RU Practical for electronic payment of water and sewer bills. RU Practical has notified the Borough Administrator that they cannot provide what is needed to make this option available to customers. Art Lieberman and David Malone attended this meeting to explain how Merchant's Choice operates. They could provide the Borough a payment system. This would allow payment through the borough website and the ability to use a credit card for payment at the office. Tim Folk motioned to use Merchant's Choice and charge a 4% user's fee. Scott Brouse seconded and MOTION UNANIMOUSLY CARRIED. The customers are to be notified of the service in the newsletter which will be sent out with the water and sewer bill this month.

LDG REPORT

Chapter 94 Reports-Dave Walters, Engineer, reported the 2018 Chapter 94 reports are in the process of being completed. They will be submitted to DEP by the March 31st deadline.

Nitrogen Levels at Middleburg Wastewater Plant-Dave reported there is concern about the high Total Nitrogen levels at the Middleburg WWTP. The wet weather has been an issue for several months and it is believed the cap load will not be met so credits will need to be purchased. Several years ago, there had been some minor addressing of inflow, but nothing extensive. Dave believes it is imperative for the Authority to take further action to address this matter. It is a matter of the Authority taking action or at some point, DEP will step in and take charge.

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Water Rate increase-Due to water line replacement, filter replacement and other items needing to be addressed, such as a water tank and equipment to meter intakes to meet DEP guidelines, the water fund needs to be increased. The Authority members were given several scenarios in order to make a decision. After discussion, Tim Folk motioned to implement a 20% rate increase. The base rate for the first 4000 gallons of water would be increased by \$8.00. A residential property would be \$59.00. Every thousand gallons above 4000 gallons would be increased from \$6.45 to \$8.00 per thousand gallons. Tyler Maneval seconded and MOTION UNANIMOUSLY CARRIED. This increase is to be implemented into the March water billing. The customers will be notified of the increase.

SOLICITOR'S REPORT

Access to water company land in Paxtonville-The Solicitor and Scott Brouse had conversations with Karl Zimmerman concerning the need for access to water company land in the Paxtonville area and the urgency to get the matter addressed. Scott spoke with Mark Holman, Forester, and they are going to set up a meeting with him to go over the contract and go from there. The results of that meeting will be brought back to the Authority.

BOROUGH FOREMAN'S REPORT

Pump repair-The pump at the WWTP has been repaired. The parts for pumps in area of the Golf Course maintenance shed have been paid for but the work has not been completed. Once the wet weather subsides and the pumps can be gotten out, they will be sent away to be repaired.

Motion was made by Scott Brouse to adjourn at 7:15 P.M. Tyler Maneval seconded and MOTION UNANIMOUSLY CARRIED.

Beverly Inch
Municipal Secretary