

**MIDDLEBURG MUNICIPAL AUTHORITY**

**“MINTUES”**

**Tuesday, April 9, 2024, at 6:00 pm**

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**Members Present:** Dwayne Hackenberg/Chairman, Scott Herbster/Vice Chairman, Scott Brouse, Tim Folk, and Jodie Sheaffer/Secretary. Absent were Douglas Hassinger, Scott Reigle, and Brian Pauling.

**Others Present:** Dustin Zechman/Borough Foreman and Josph Pfirman/Engineer via telephone. Absent was Robert Slivinski/Solicitor.

**CALL TO ORDER:** Middleburg Municipal Authority meeting called to order by Dwayne Hackenberg/Chairman at 6:02 p.m.

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

Motion made by Tim Folk and seconded by Scott Brouse to approve the March 12, 2024; meeting minutes as presented. Motion carried unanimously.

**REPORTS:**

**Engineer - Josph Pfirman (Larson Design Group, Inc.)**

- **Middleswarth Wastewater Discharge Permit:** Joseph Pfirman/Engineer report the laboratory results for March 2024. An invoice will be sent to Middleswarth for the permit violations.
- **Sewer Collection System Rehabilitation Project:** Joseph Pfirman/Engineer reported the PennDOT HOP Permit Application has been reviewed by PennDOT with minor comments that Larson Design Group, Inc is addressing. PennVest funding application deadline submission is May 8, 2024. PennVest will determine funding in July, and it will take a minimum of 90 days to close. Bids could begin in the Fall with Notice to Proceed in the winter and start of construction in the Spring of 2025. The cost to prepare the PennVest funding application will be approximately \$9200.00, which could be included in the PennVest funding application. Motion made by Scott Herbster and seconded by Scott Brouse to have Larson Design Group, Inc. prepare the PennVest funding application by usage of the retainer fee to cover the cost. Motion carried unanimously.
- **Alkalinity Increase – Water Treatment Plants:** Joseph Pfirman/Engineer reported he had a meeting with DEP and Dustin Zechman/Borough Foreman to move forward with using Sodium Bicarbonate in place of Soda Ash. Dustin Zechman/Borough Foreman will begin jar testing with UniVar Solutions. Once the jar testing is received, Joseph Pfirman/Engineer will complete the Public Water Supply Permit Major Amendment for a compliance evaluation.

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**Borough Foreman – Dustin Zechman**

Dustin Zechman/Borough Foreman gave an update on the sewer service at 1661 Paxtonville Road.

Dustin Zechman/Borough Foreman reported new radio read meters have been received. Jodie Sheaffer/Secretary has begun scheduling appointments with residential customers who have manual read meters to have them replaced with the new radio read meters by April 30, 2024. The property owner at 212 Winey Avenue stated they cannot be home at the scheduled times of installation. After discussion, Jodie Sheaffer/Secretary will call the property owner again next week to attempt to schedule a date and time for installation. Also discussed was installing a meter pit at the property if the Borough Foreman cannot get access to install a meter in the house and the owner would be billed for the meter pit installation expense.

Dustin Zechman/Borough Foreman contacted Mid-State Paving, LLC to get a proposal for the sewer lateral connection on East Willow Avenue, as well as the water service line on Grand Street. After discussion Dustin Zechman/Borough Foreman was directed to contact Joseph Pfirman/Engineer about including the sanitary sewer line on East Willow Ave in the PennVest funding application for the Sewer Collection System Rehabilitation Project at this time. There will be no action taken on the water service lines on Grand Street.

Dustin Zechman/Borough Foreman reported he got a quote from Orchard Pump & Supply Co., Inc. and ordered the pump for Pump Station 2. Currently there is an 18-week lead time for the pump.

Dustin Zechman/Borough Foreman reported the well at the sewer plant has a direct short. He contacted Zechman’s Well Drilling to get a quote to repair the well at the sewer plant.

Dustin Zechman/Borough Foreman reported the Kissimmee Pump Station is now complete and operating and all the controls have been replaced. The swing checks and gate valve have also been replaced at the pump station.

Dustin Zechman/Borough Foreman reported there was a power outage at the sewer plant last month and the generator overheated and the garage door was not opened. Dustin Zechman/Borough Foreman added coolant and was able to get the generator running again until it gets serviced and inspected next month. Martz Technologies automated the garage door to open when the generator is operating to prevent future overheating.

Dustin Zechman/Borough Foreman reported he found a ventrac tractor with mower deck for a potential purchase and received a quote from Siegrist Repair Service. The tractor purchase was budgeted in 2023. After discussion, motion was made by Tim Folk and seconded by Scott Herbster to purchase the ventrac tractor from Siegrist Repair Service. Motion carried unanimously.

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**Secretary – Jodie Sheaffer**

Jodie Sheaffer/Secretary reported the property owner at 44 South Shuman Street has decided to put the water and sewer tap applications on hold until further notice.

Jodie Sheaffer/Secretary discussed the current water and sewer tap fees being charged. After discussion, Joseph Pfirman/Engineer will calculate new water and sewer tap fees and present them at the next meeting. There was also discussion about requiring inspections of water and sewer lines when properties are sold. Jodie Sheaffer/Secretary will discuss updating the Rules and Regulations to include required inspections of water and sewer lines when properties are sold with Robert Slivinski/Solicitor.

**Other Business:**

With no further comments or questions, motion made by Tim Folk and seconded by Scott Herbster to adjourn tonight’s meeting at 7:00 p.m.

Respectfully Submitted,  
Jodie Sheaffer  
Municipal Secretary