

MIDDLEBURG MUNICIPAL AUTHORITY
“MINTUES”
Tuesday, December 13, 2022, at 6:00 pm
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Members Present: Dwayne Hackenberg/Chairman, Douglas Hassinger, Tim Folk, Scott Reigle, and Jodie Sheaffer/Secretary. Absent were Scott Herbster and Scott Brouse.

Others Present: Dustin Zechman/Borough Foreman, Robert Slivinski/Authority Solicitor, Tim Tritch/Engineer, and Dave Middleswarth

CALL TO ORDER: Middleburg Municipal Authority meeting called to order by Dwayne Hackenberg/Chairman at 6:00 p.m.

Motion made by Douglas Hassinger and seconded by Tim Folk to approve tonight’s meeting agenda. Motion carried unanimously.

Motion made by Tim Folk and seconded by Scott Reigle to approve the November 8, 2022; meeting minutes as presented. Motion carried unanimously.

PUBLIC:

Dave Middleswarth presented an update on the progress of the equipment installation to meet the Discharge Permit limits. After discussion, Dave Middleswarth will continue to provide updates until the equipment is running, which is scheduled to be complete within the next two weeks.

REPORTS:

Engineer, Tim Tritch - (Larson Design Group, Inc.)

- **Water Project:** The Asset Management Plan was presented. Tim Tritch/Engineer also shared the excel file of the reports with Jodie Sheaffer/Secretary and Dustin Zechman/Borough Foreman to allow the Authority to look at future rate increases.
- **Infiltration/Inflow:** Larson Design Group, Inc. coordinated with Dustin Zechman/Borough Foreman and laid out the areas necessary for sewer replacement and manhole lining/replacement. Larson Design Group, Inc will have a proposal at the January 2023 meeting.
- **Kissimmee Treatment Plant:** Project will need to go out for bid a second time. If no bids are received the Authority can reach out to contractors to conduct the work. Tim Tritch/Engineer is working on completing the Feasibility Study.
- **Sewer Asset Management Plan/Feasibility Study:** Report is 60% complete.

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Municipal Authority Solicitor – Robert Slivinski

Nothing to report.

Borough Foreman – Dustin Zechman

Dustin reported the nitrogen credits were not purchased by the deadline for DEP. Therefore, a penalty will be assessed to the Authority, which is the approximate cost of the nitrogen credits.

Authority Secretary – Jodie Sheaffer

Jodie presented the 2023 Budget at the November 8, 2022, meeting. Motion was made by Scott Reigle and seconded by Tim Folk to approve the 2023 Budget as presented at the November 8, 2022, meeting. Motion carried unanimously.

Jodie presented the 2023 meeting dates. Motion was made by Tim Folk and seconded by Douglas Hassinger to approve the 2023 meeting dates as presented. Motion carried unanimously.

Jodie informed the Authority that Tyler Maneval’s five-year term expires December 2022. Discussion was held and Scott Reigle will contact Tyler Maneval about renewing his term.

Jodie created an account with Nation Capital Exchange (NCX) for the water land timbering project. To date there has not been any correspondence. Jodie will email NCX to see if there is any additional information they need at this time.

With no further comments or questions, motion made by Tim Folk and seconded by Douglas Hassinger to adjourn tonight’s meeting at 7:36 p.m.

Respectfully Submitted,

Jodie Sheaffer

Municipal Secretary