

**MIDDLEBURG MUNICIPAL AUTHORITY**

**“MINTUES”**

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

**Page 1 of 2**

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

**Others Present:** Dustin Zechman/Borough Foreman and Josph Pfirman/Engineer via telephone.

**CALL TO ORDER:** Middleburg Municipal Authority meeting called to order by Scott Herbster/Vice Chairman at 6:00 p.m.

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

Motion made by Scott Reigle and seconded by Brian Pauling to approve the May 14, 2024; meeting minutes as presented. Motion carried unanimously.

**REPORTS:**

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

- **Middleswarth Wastewater Discharge Permit:** Joseph Pfirman/Engineer reported on the completed laboratory results for June 2024. An invoice will be sent to Middleswarth for the permit violations as soon as the remaining June results are complete.
- **Sewer Collection System Rehabilitation Project:** Joseph Pfirman/Engineer reported an on-line meeting was held with PennVEST, DEP, Jodie Sheaffer/Secretary, Dustin Zechman/Borough Foreman, and Larson Design Group for application requirements. Larson Design Group is working on the PennVEST Application. Josph Pfirman/Engineer presented a Resolution to Apply for PennVEST Funds. Motion was made by Tim Folk and seconded by Brian Pauling to approve the Resolution to Apply for PennVEST Funds and authorize Jodie Sheafer/Secretary to sign on behalf of the Authority. Motion carried unanimously.

**Secretary – Jodie Sheaffer**

Jodie Sheaffer/Secretary was contacted by the property owner at 11 Essex Road regarding the replacement of three (3) trees during the sewer project. After discussion, Jodie Sheaffer/Secretary will contact the property owner and Dustin Zechman/Borough Foreman will also talk to the owner and contact Shaffer’s Landscaping about the replacement of three (3) trees.

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**“MINUTES”**

**Tuesday, July 9, 2024, 6:00 pm**

**Page 2 of 2**

Jodie Sheaffer/Secretary reported the property owner at 421 E Main Street has failed to contact the office to have the manual read meter replaced by a new radio read meter. After discussion, Jodie Sheaffer/Secretary will prepare a certified letter with a date of shut off if the property owner fails to contact the office by a certain date to install a new radio read meter.

**Other Business:**

With no further comments or questions, motion made by Scott Reigle and seconded by Scott Brouse to adjourn tonight’s meeting at 6:50 p.m.

Respectfully Submitted,  
Jodie Sheaffer  
Municipal Secretary