

MIDDLEBURG MUNICIPAL AUTHORITY

“MINTUES”

Tuesday, June 14, 2022, at 6:00 pm

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Members Present: Dwayne Hackenberg/Chairman, Scott Herbster/Vice Chairman, Scott Brouse, Douglas Hassinger, Scott Reigle, Tim Folk, and Jodie Sheaffer/Secretary

Others Present: Dustin Zechman/Borough Foreman, Tim Tritch/Engineer, Robert Slivinski/Authority Solicitor, and Elizabeth Paige/Borough Administrator

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

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

Motion made by Tim Folk and seconded by Scott Reigle to approve the May 10, 2022; meeting minutes as presented. Motion carried unanimously.

REPORTS:

Borough Administrator, Elizabeth Paige

- **Insurance Renewal:** Borough Administrator, Elizabeth Paige presented the new insurance renewal. The premium has gone up due to the new structures and water system improvements. Elizabeth Paige also discussed forming a Safety Committee to save 5% on the Workers Compensation Insurance Policy.

Engineer, Tim Tritch – Larson Design Group, Inc.

- **Water Project:** Mid-State Paving, LLC has completed all contract work. Road repair work on Shambach Street is covered under warranty and Tim Tritch will stay in touch with Mid-State Paving, LLC to complete this road repair. Final Payment Request was presented. Motion made by Scott Herbster and seconded by Douglas Hassinger to approve Final Payment Request from Mid-State Paving, LLC. Motion carried unanimously.

Tra Electric has completed all contract work including punch list items. Tra Electric Final Payment Request was presented. Motion made by Scott Brouse and seconded by Scott Reigle to approve Final Payment Request from Tra Electric. Motion carried unanimously.

DN Tanks has completed all contract work including the punch list items. DN Tanks Final Payment Request was presented. Motion made by Douglas Hassinger and seconded by Scott Herbster to approve Final Payment Request from DN Tanks. Motion carried unanimously.

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DN Tanks subcontractor will re-seed the concrete tank site and repair the stormwater basin outlet pipe to terminate the NPDES permit. Motion was made by Tim Folk and seconded by Douglas Hassinger to approve Chairman, Dwayne Hackenberg, sign the Instrument for the Declaration of Restrictions and Covenants to terminate the NPDES Permit.

Mid-Atlantic Storage System needs to provide a locking mechanism for the standpipe tank ladder for completion of their contract.

- **CDBG Sewer Project (Shade View Housing Authority):** Doli Construction has completed all work including the punch list items. Tim Tritch indicated the manhole liner lab results showed a low compressive strength. Larson Design Group is waiting for the contractor’s response offer in exchange for the poor liner results.
- **Middleswarth Wastewater Discharge Permit:** Middleswarth provided a response letter and paid the invoice for the oil issues in the sewer main. Tim Tritch is waiting for a June progress update letter on their WWTP system.
- **Infiltration/Inflow:** After review of the two quotes presented at last month’s meeting, Tim Tritch recommended using Insight Pipe Contracting, LLC, as their quote includes jet passes for cleaning the pipe and confined space entry.
- **Kissimmee Treatment Plant:** Tim Tritch is waiting for an inspection report from the welders on the tank bracing struts and walking grates to provide cost of repairs. Design drawings have been updated, so once there is an understanding of the state of the bracing struts and walking grates, the project will move forward.

Municipal Authority Solicitor – Robert Slivinski

- **Timber Project:** Municipal Authority entered an executive session at 6:42 p.m. to discuss the ACAB Hearing. Chairman, Dwayne Hackenberg called the meeting back to order at 7:05 p.m. No action was taken.

Borough Foreman – Dustin Zechman

Dustin reported the portable dehumidifier at the water plant from Home Depot is working great and he will purchase another portable dehumidifier to have for back up.

Dustin reported the fire hydrants have been flushed and water improvements were noted. No complaints were received, and it only took two days to flush fire hydrants which normally takes three days.

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Dustin reported a hydrant valve was damaged during the fire hydrant flushing. Dustin purchased the last hydrant valve from LB Water, and they said use it wisely because they do not know when they will be getting more hydrant valves.

Dustin presented a Resolution to allow the PennDOT contractor to utilize their traffic control install manhole castings and water valves not to exceed \$20,000.00. Motion was made by Tim Folk and seconded by Douglas Hassinger to adopt the Resolution. Motion carried unanimously.

Secretary – Jodie Sheaffer

Jodie presented an application for sewer service at Bruner Spring Lane. After discussion, a motion was made by Douglas Hassinger and seconded by Scott Reigle to approve the new sewer tap at Bruner Spring Lane. Motion carried unanimously.

Jodie reported the Middleburg Borough Council approved milage reimbursement for the use of personal vehicles to make deposits.

Jodie discussed the Rental Permit fee, which is on the current water/sewer billing. After discussion, Attorney Robert Slivinski stated the Rental Permit fees should not be part of the water/sewer billing because of legal issues. A letter to remove the Rental Permit fee from the water/sewer billing will be presented to Borough Council next month and will take effect January 2023.

Jodie presented a new CDBG Program, which has a deadline of July 5, 2022. Discussion was held regarding the program. Engineer, Tim Tritch will reach out to Shannon Rudy at SEDA-COG to get more information and move forward to meet the deadline.

EXECUTIVE SESSION:

Municipal Authority entered an executive session at 7:25 p.m. to discuss personnel matters. Chairman, Dwayne Hackenberg called the meeting back to order at 7:49 p.m. No action was taken.

With no further comments or questions, motion made by Douglas Hassinger and seconded by Scott Reigle to adjourn tonight's meeting at 7:50 p.m.

Respectfully Submitted,
Jodie Sheaffer
Municipal Secretary