

MIDDLEBURG MUNICIPAL AUTHORITY

“MINUTES”

Tuesday, March 11, 2025, at 6:00 pm

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

Others Present: Dustin Zechman/Municipal Authority Manager, Jodie Sheaffer/Secretary, Robert Slivinski/Solicitor, and Joseph Pfirman/Engineer via telephone

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

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

Motion made by Scott Reigle and seconded by Brian Pauling to approve February 11, 2025; meeting minutes as presented. Motion carried unanimously.

REPORTS:

Engineer - Joseph Pfirman (Larson Design Group, Inc.)

- **Middleswarth Wastewater Discharge Permit:** Joseph Pfirman/Engineer reported on the laboratory results for February 2025. An invoice will be sent to Middleswarth for the permit violations.
- **Middleburg and Kissimmee UV Disinfection systems:** Joseph Pfirman/Engineer reported the Water Quality Management permit application is being completed. There was a site meeting on March 3, 2025, and the existing conditions at the Middleburg plant show UV bulbs six inches out of water and the new system requires the bulbs to be submersed in water for the warranty. A new proposal is being completed for the Middleburg plant that includes a new stainless-steel channel that will submerge the bulbs in water to cover the warranty.
- **Middleburg Wastewater Treatment Plant:** Joseph Pfirman/Engineer reported the NPDES permit renewal was submitted January 30, 2025.
- **Sewage Collection System Rehabilitation Project:** Joseph Pfirman/Engineer reported all documents for PENNVEST are due March 13, 2025; with a settlement date of April 3, 2025. The following items were approved:
 - Joseph Pfirman/Engineer presented the Construction Agreement between MMA and Sikora Brothers Paving, Inc. for the Sewage Collection System Rehabilitation Project. After review, motion made by Scott Herbster and seconded by Douglas Hassinger to approve the Construction Agreement between MMA and Sikora Brothers Paving, Inc. for the Sewage Collection System Rehabilitation Project. Motion carried unanimously.

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- Joseph Pfirman/Engineer presented an Agreement between MMA and Larson Design Group for Professional Services for the Sewage Collection System Rehabilitation Project. After review, motion made by Scott Herbster and seconded by Douglas Hassinger to approve the Agreement between MMA and Larson Design Group for Professional Services for the Sewage Collection System Rehabilitation Project. Motion carried unanimously.
- Joseph Pfirman/Engineer presented Sewage Collection System Rehabilitation Project Change Order No. 1 for the addition of sewer main replacement from MH29 to MH105 due to inflow and infiltration issues. After discussion, motion made by Scott Brouse and seconded by Brian Pauling to approved Sewage Collection System Rehabilitation Project Change Order No. 1 for the addition of the sewer main replacement from MH29 to MH105 due to inflow and infiltration issues. Motion carried unanimously.
- Joseph Pfirman/Engineer presented a Technical and Cost Proposal for Inspection Services for the sewer replacement and manhole installation project. After discussion, motion made by Scott Herbster and seconded by Douglas Hassinger to approve the Technical and Cost Proposal for Inspection for the sewer replacement and manhole installation project. Motion carried unanimously.

- **Cost Estimate for Pine, Wagenseller, and Golf Course Stream Crossing:** Joseph Pfirman/Engineer reported the estimate for the project is \$646,850.00, which includes construction, 5% contingency, engineering, and administration/legal costs. Joseph Pfirman/Engineer reported there is a PA Small Water & Sewer Program available for up to \$500,000.00 with a 15% match. After discussion, motion made by Scott Brouse and seconded by Scott Reigle to have Joseph Pfirman/Engineer complete an application for the PA Small Water & Sewer Program. Motion carried unanimously.
- **Chapter 94:** Joseph Pfirman/Engineer reported the Middleburg and Kissimmee Wastewater Treatment Plants Chapter 94 are complete and will be ready for review by the end of the week.

Solicitor – Robert Slivinski

Robert Slivinski/Solicitor reported he attended the pre-trial conference for the Joshua Martin property.

Robert Slivinski/Solicitor presented a Resolution for Sewer Rate increase for the PENNVEST loan requirements. After review, motion made by Scott Herbster and seconded by Brian Pauling to approve the new sewer rates as of July 1, 2025, for the PENNVEST loan requirements. Motion carried unanimously.

Robert Slivinski/Solicitor requested a check payable to the PA Department of Revenue to pay the lien on the property at 179 W Willow Avenue. Robert Slivinski/Solicitor will file for tax exemption for the property since it is now owned by the Municipal Authority.

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Municipal Authority Manager – Dustin Zechman

Dustin Zechman/Municipal Authority Manager reported he contacted DEP regarding the activation of EP 106 and the activation has been delayed.

Dustin Zechman/Municipal Authority Manager submitted a quote for installation of eight windows and two exterior doors for 179 W Willow Avenue. After discussion, motion made by Scott Herbster and seconded by Scott Reigle to approve the quote for installation of eight windows and two exterior doors for 179 W Willow Avenue using the sewer fines/violations revenue account. Motion carried unanimously.

Dustin Zechman/Municipal Authority Manager discussed construction that needs to be done at 179 W Willow Avenue. After discussion, motion made by Scott Brouse and seconded by Douglas Hassinger to allow Dustin Zechman/Municipal Authority Manager to use a maximum of \$10,000.00 from the sewer fines/violations revenue account for the construction at 179 W Willow Avenue. Motion carried unanimously.

Dustin Zechman/Municipal Authority Manager reported Tallman Aerial Spraying, Inc. received the deposit for gypsy moth control spraying, and they plan to begin spraying.

Dustin Zechman/Municipal Authority Manager discussed the water and sewer hook-ups for a property along Paxtonville Road that is being constructed. The property owner has not submitted water and sewer applications at this time but plans to submit them this spring for approval.

Dustin Zechman/Municipal Authority Manager reported the PCL has been working in the Biolac control panel.

Secretary – Jodie Sheaffer

Jodie Sheaffer/Secretary reviewed the EDU changes for the 1st quarter of 2025.

Jodie Sheaffer/Secretary discussed adding a new contractor, Knauss Plumbing, to the Sewer Lateral Inspection list of contractors for MMA. Dustin Zechman/Municipal Authority Manager will meet Knauss Plumbing this week to do a sewer lateral inspection. After discussion, motion made by Scott Herbster and seconded by Scott Reigle to tentatively approved Knauss Plumbing to the Sewer Lateral Inspection list of contractors for MMA contingent to the inspection. Motion carried unanimously.

With no further comments or questions, motion made by Douglas Hassinger and seconded by Scott Reigle to adjourn tonight’s meeting at 7:25 p.m.

Respectfully Submitted,
Jodie Sheaffer/Secretary