

**MIDDLEBURG MUNICIPAL AUTHORITY**

**“MINUTES”**

**Tuesday, May 13, 2025, at 6:00 pm**

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

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

**Public Present:** Gary Thomas/Borough Council Member

**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 Scott Brouse to approve tonight’s meeting agenda. Motion carried unanimously.

Motion made by Tim Folk and seconded by Brian Pauling to approve April 8, 2025; meeting minutes as presented. Motion carried unanimously.

Motion made by Tim Folk and seconded by Brian Pauling to approve April 21, 2025; special 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 April 2025. An invoice will be sent to Middleswarth for the permit violations.
- **Middleburg and Kissimmee UV Disinfection systems:** Joseph Pfirman/Engineer reported the MMA was awarded a grant in the amount of \$237,075.00, which expires June 30, 2027.
- **Sewage Collection System Rehabilitation Project:** Joseph Pfirman/Engineer reported the Notice to Proceed for Sikora Bros Paving, Inc. was signed by Dwayne Hackenberg/Chairman and construction has started.
- **PA Small Water & Sewer Program:** Joseph Pfirman/Engineer reported the application for the PA Small Water & Sewer Program was submitted on April 29, 2025.

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**Solicitor – Robert Slivinski**

Robert Slivinski/Solicitor reported a check has been mailed to the IRS to pay off the two liens against the property at 179 W. Willow Avenue. A Final Settlement sheet has been prepared, and Robert Slivinski/Solicitor requested a check for payment to the owners to finalize the sale.

Robert Slivinski/Solicitor reported a third lien has been filed on the property at 124 N Main Street and the property at 737 Paxtonville Road. After discussion, Robert Slivinski/Solicitor will proceed to court to force payment or a Sheriff's Sale.

Robert Slivinski/Solicitor reported a trial for the Joshua Martin property has been scheduled for July 3, 2025.

**Forester – Mark Holman**

Mark Holman/Forester presented a map and discussed timbering on the water plant property. After review and discussion, Mark Holman/Forester will prepare a Service Agreement to present to the MMA.

**Municipal Authority Manager – Dustin Zechman**

Dustin Zechman/Municipal Authority Manager presented the estimates received to update the heating and cooling units at 179 W. Willow Avenue. After review, motion made by Tim Folk and seconded by Douglas Hassinger to approve the estimate from Shaffer's Plumbing & Heating, Inc. in the amount of \$28,150.00 to update the heating and cooling units at 179 W. Willow Avenue using funds from the sewer maintenance and equipment fund. Motion carried unanimously.

Dustin Zechman/Municipal Authority Manager presented an estimate from Shaffer's Plumbing & Heating, Inc. in the amount of \$8,300.00 to rough in and finish plumbing for two bathrooms at 179 W. Willow Avenue. After discussion, motion made by Tim Folk and seconded by Douglas Hassinger to approve the estimate from Shaffer's Plumbing & Heating, Inc. in the amount of \$8,300.00 to rough in and finish plumbing for two bathrooms at 179 W. Willow Avenue using funds from the sewer maintenance and equipment line. Motion carried unanimously.

Dustin Zechman/Municipal Authority Manager presented a quote from the George Long Estate for the purchase of the property at 115 Furnace Road in the amount of \$120,000.00. After discussion, motion made by Scott Brouse and seconded by Brian Pauling to purchase the property at 115 Furnace Road in the amount of \$120,000.00 using funds from the Water PLIGIT account. Motion carried unanimously. Robert Slivinski/Solicitor presented a Resolution for Eminent Domain to be signed for the property at 115 Furnace Road. After review, motion made by Tim Folk and seconded by Douglas Hassinger to approve Dwayne Hackenberg/Chairman to sign the Resolution for Eminent Domain for the property at 115 Furnace Road. Motion carried unanimously.

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Dustin Zechman/Municipal Authority Manager reported the Chapter 110 and the Water Allocation Permit Compliance Report for DEP has been completed.

**Secretary – Jodie Sheaffer**

Jodie Sheaffer/Secretary discussed the Rules and Regulations sewer inspection and water inspection fees. After discussion, motion made by Tim Folk and seconded by Brian Pauling to increase the sewer inspection and water inspection fees to \$50.00. Motion carried unanimously. Jodie Sheaffer/Secretary will revise the Rules and Regulations and update the Private Sewer Lateral Compliance Form to include the \$50.00 fee.

Jodie Sheaffer/Secretary presented a draft Sewer and Water Management Transition Agreement between the MMA and Middleburg Borough prepared by Attorney Jonathan Cox. After review and discussion, Jodie Sheaffer/Secretary will contact Attorney Jonathan Cox with a few revisions for the draft agreement between the MMA and Middleburg Borough to present at the Committee meeting on May 27, 2025. After more discussion motion made by Douglas Hassinger and seconded by Scott Brouse to update the authorized signatories on the existing bank accounts for the sewer fund, water fund, and timber fund authorizing the MMA Chairman and Vice Chairman to be added as signatories to the accounts.

Jodie Sheaffer/Secretary reviewed the financial statements for the property at 179 W. Willow Avenue. After review and discussion, motion made by Scott Brouse and seconded by Brian Pauling to allow Dustin Zechman/Municipal Authority Manager to use a maximum of \$30,000.00 from the sewer operations & maintenance line for the construction at 179 W Willow Avenue. Motion carried unanimously.

With no further comments or questions, motion made by Tim Folk and seconded by Douglas Hassinger to adjourn tonight’s meeting at 8:08 p.m.

Respectfully Submitted,  
Jodie Sheaffer  
Secretary