

**MIDDLEBURG MUNICIPAL AUTHORITY**

**“MINTUES”**

**Tuesday, November 14, 2023, at 6:00 pm**

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

**Others Present:** Dustin Zechman/Borough Foreman, Robert Slivinski/Solicitor, and Tim Tritch/Engineer via telephone conference.

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

Motion made by Tim Folk and seconded by Scott Brouse to approve the October 10, 2023; meeting minutes as presented. Motion carried unanimously.

**REPORTS:**

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

- **Middleswarth Wastewater Discharge Permit:** Engineer/Tim Tritch reported the laboratory results for the month of September still show continued violations. Engineer/Tim Tritch presented a revised Permit between the Authority and Middleswarth. After discussion, the Authority will take more time to review and finalize the Permit.
- **Kissimmee Treatment Plant:** NPDES Permit renewal has been submitted.
- **Sewer Collection System Rehabilitation Project:** Engineer/Tim Tritch stated the NPDES permit application has been submitted and the PennDOT HOP Permit application is 75% complete.

**Municipal Authority Solicitor – Robert Slivinski**

Solicitor/Robert Slivinski filed liens on two properties in the Borough for delinquent water/sewer accounts.

**Borough Foreman – Dustin Zechman**

Borough Foreman/Dustin discussed the water line at 104 Winey Avenue, which runs through the neighbor’s basement at 246 Grand Street. Water leaks have been an issue in the basement at 246 Grand Street. After discussion, the Authority directed Dustin to inform the homeowner at 104 Winey Avenue, per the Municipal Authority Rules and Regulations, they are responsible for the expense to run a water line from their property to the water main on Grand Street.

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Secretary/Jodie Sheaffer and Borough Foreman/Dustin Zechman discussed the EDU's at the property at 202 & 204 North Main Street. The property owner would like to turn the building into a residential unit and questioned the commercial EDU rate. Per the Municipal Authority Rules and Regulations, the building would have to remain at a commercial EDU rate.

Borough Foreman/Dustin Zechman reported Nutrient Reduction Credits were purchased from the Wyoming Valley Sanitary Authority.

Borough Foreman/Dustin Zechman reported the sewer plant and pump station controls are complete except for Kissimmee. Martz Technologies are waiting on VFD's and currently there is no lead time on them, so it will be a project for next year.

Borough Foreman/Dustin Zechman reported DEP performed the filter plant evaluation. The evaluation went well. DEP addressed fourteen items from the previous evaluations. Two items to be addressed this year will be a roof structure over the tanks outside and chemical containment. DEP is looking at options and will get back to us. On the second day of the evaluations, there was a lot of traffic to 340 Thousand Oaks Lane noted and DEP expressed concerns.

**Secretary – Jodie Sheaffer**

Secretary/Jodie Sheaffer presented the 2024 increase in water and sewer rates per the Asset Management Plans. After discussion, motion was made by Scott Herbster and seconded by Douglas Hassinger to approve the 2024 increase in water and sewer rates. Motion carried unanimously.

**Other Business:**

With no further comments or questions, motion made by Douglas Hassinger and seconded by Scott Brouse to adjourn tonight's meeting at 7:05 p.m.

Respectfully Submitted,  
Jodie Sheaffer  
Secretary