

MIDDLEBURG MUNICIPAL AUTHORITY
“MINTUES”
Tuesday, October 10, 2023, at 6:00 pm
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Members Present: Dwayne Hackenberg/Chairman, Scott Herbster/Vice Chairman, Scott Brouse, Tim Folk, Scott Reigle and Jodie Sheaffer/Secretary. Absent was Douglas Hassinger.

Others Present: Dustin Zechman/Borough Foreman, Robert Slivinski/Solicitor, Elizabeth Paige/Borough Administrator, 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 Tim Folk and seconded by Scott Herbster to approve tonight’s meeting agenda. Motion carried unanimously.

Motion made by Scott Herbster and seconded by Scott Brouse to approve the September 12, 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 August still show continued violations. Engineer Tim Tritch presented an updated Permit between the Authority and Middleswarth. After discussion Tim Tritch will revise the permit per the discussion to present at the November meeting.
- **Kissimmee Treatment Plant:** NPDES Permit renewal needs to be submitted when it is complete, and signatures are provided from the Authority.
- **Sewer Collection System Rehabilitation Project:** Engineer Tim Tritch stated LDG will have the NPDES permit application submitted before Friday, October 13, 2023, and they received notifications of Act 14 Letters on Friday, October 6, 2023.

Municipal Authority Solicitor – Robert Slivinski

Solicitor Robert Slivinski reported he emailed the Franklin Township Secretary regarding the decision from the Authority about the sewage problem in Franklin Township. Solicitor Robert Slivinski did not receive a response from Franklin Township.

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Borough Foreman – Dustin Zechman

Dustin reported DEP will be coming this week for an evaluation of the water system.

Dustin reported the Aqua scope listening device is being repaired and it is 3-4 years old. Dustin presented a quote for purchasing a new Aqua scope listening device and stated there are still funds budgeted under Operations & Maintenance to purchase a new Aqua scope listening device. Motion was made by Scott Herbster and seconded by Scott Reigle to purchase a new Aqua scope listening device. Motion carried unanimously.

Dustin reported the SCADA system at the water plant needs updated connectivity hardware equipment for the PC and router. Dustin presented a quote from Martz Technologies for the updated hardware equipment and there are still funds budgeted under Equipment to purchase the updated equipment. Motion made by Tim Folk and seconded by Scott Herbster to purchase the updated hardware equipment for the PC and router.

Secretary – Jodie Sheaffer

Jodie reported the property owner at 1132 Kissimmee Road was unable to get an easement to connect to the sewer line. Therefore, she is asking to be reimbursed the Kissimmee Sewer Tap Fee which was paid along with the application. The application states “tapping fee will be non-refundable and shall be forfeited in the event that the sewer connection is not made by the applicant”. After discussion, the Kissimmee Sewer Tap fee will not be refunded to the applicant per the application language.

Jodie presented rate increases per Infrastructure Asset Management Plan for both water and sewer, along with the 2024 Budget Review. After discussion, the Authority will revisit the rate increases at the November meeting.

Jodie also reported the tap fees need to be increased since the water project has been completed. After discussion, Jodie will email Engineer Tim Tritch to have increased rates prepared for the November meeting.

Other Business:

With no further comments or questions, motion made by Scott Brouse and seconded by Scott Herbster to adjourn tonight’s meeting at 6:52 p.m.

Respectfully Submitted,
Jodie Sheaffer
Secretary