

# HIGHSPIRE BOROUGH AUTHORITY

Agenda January 18, 2024

1. Call to Order.

2. Pledge of Allegiance.

3. Roll Call.

4. Citizen's Comments.

5. Reorganization for 2024. *Current Officers are:*

*Chair:* Mr. Robert Sutch  
*Vice-Chair:* Ms. Deanna Proctor  
*Treasurer:* Vacant  
*Secretary:* Mr. Nicholas Matesevac  
*Asst. Secretary & Treasurer:* Ms. Jenna Charles

6. Approval of Minutes.

7. Correspondence.

8. Statement of Accounts. *Ending Book Balances as of December 31, 2023 (accounts for outstanding transactions):*

M&T Bank Reserve Account: \$ 407,641.04 (includes \$55,000.00 MS4 Reserve Funds)  
M&T Bank 2009 Construction Fund: \$ 26,724.99  
PLIGT 2011 Construction Account (#5302-02): \$ 54,847.62

## SANITARY SEWER SYSTEM

9. Unfinished Business.

- Biosolids Project.
- Project Funding.

10. New Business.

- Contract Awards.
- CFA/LSA Payment Request #2 \$70,975.00.
- Dauphin Co. Local Share Request for Funding #2 (for the grant balance).
- Address Construction Fund Shortfall of \$ 70,000.00.

## MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4)

11. MS4 Unfinished Business.

- MS4 Bank Accounts.
- MS4 reimbursement.

12. MS4 New Business.

13. Requisitions for Payment.

| Req. # | Payee                       | Description                                      | Amount       | Invoice # | Project #  | MS4? | Paid From:            |
|--------|-----------------------------|--|--------------|-----------|------------|------|-----------------------|
| 2545   | Rettew Associates, Inc      | Highspire Borough Storm-water GIS -- MS4         | \$ 14,010.00 | 2923      | 0397400089 | YES  | MS4 Reserve Account   |
| 2546   | Rettew Associates, Inc      | Retainer   | \$ 2,200.00  | 2924      | 039742001  | NO   | Reserve Account       |
| 2547   | Rettew Associates, Inc      | Burd Run Restoration - MS4                       | \$ 197.00    | 2925      | 039742018  | YES  | MS4 Construction Fund |
| 2548   | Rettew Associates, Inc      | PENNVEST Funding Admin                           | \$ 2,444.00  | 2926      | 039742030  | NO   | Construction Fund     |
| 2549   | Rettew Associates, Inc      | LSA Statewide Funding Admin                      | \$ 664.00    | 2927      | 039742031  | NO   | Construction Fund     |
| 2550   | Rettew Associates, Inc      | LSMG Funding Administration                      | \$ 599.50    | 2928      | 039742032  | NO   | Construction Fund     |
| 2551   | Sherwood-Logan & Associates | Velodyne Polymer System - Balance due            | \$ 16,782.75 | 090902    | 039742028  | NO   | Construction Fund     |
| 2552   | Sherwood-Logan & Associates | SCHWING FSP 502 Sludge Dew Screw Press - 25% due | \$ 70,975.00 | 091276    | 039742028  | NO   | Construction Fund     |
| 2553   | Authority Construction Fund | LOAN   | \$ 70,000.00 |           | LOAN       | NO   | Reserve Account       |

14. Adjournment.