

HIGHSPIRE BOROUGH AUTHORITY

Agenda December 18, 2025

1. Call to Order.
2. Pledge of Allegiance.
3. Roll Call.
4. Citizen’s Comments.
5. Approval of Minutes.
6. Correspondence.
7. **Statement of Accounts.** *Ending Book Balances as of November 30, 2025: (All Nov. Reqs. are outstanding):*

M&T Bank Reserve Account:	\$ 47,947.36	(includes: \$95,000.00 MS4 Reserve Funds)
M&T Bank 2009 Construction Fund:	\$ 1,234,476.87	
PLGIT 2011 Construction Account (#5302-02):	\$ 59,950.69	
PENNVEST Account (9891602089)	\$ 9,914.28	

SANITARY SEWER SYSTEM

8. **Unfinished Business.**
 - **Biosolids Project & Funding and Engineer’s report**
 - o **PENNVEST Reimbursement Request.**
 - o **Statewide LSA Reimbursement Request #12, \$50,692.56**
 - o **LSTMA Cost Share Requests.** *None this month.*
 - o **Change Order requests.** *Contract 2023-01 #6 \$11,104.00, Contract 2023-04 #8 \$13,983.58.*
9. **New Business.**
 - **LSTMA Ck. #5532, \$79,978.87** (mailed to M&T Dec. 2)
 - **Bid results for Biosolids removal & disposal (1/1/26-12/31/28)**
 - **M&T fraud investigation/protection information**
 - **H&M Audit proposal.**
 - **Set 2026 meeting dates and time.**
 - **Appoint Engineer, Solicitor, and Chief Clerk for 2026**

MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4)

10. **MS4 Unfinished Business.**
 - **MS4 Bank Accounts.**
 - **MS4 reimbursement.**
 - **Iron Ave. Swale.**
11. **MS4 New Business.**
12. **Requisitions for Payment.**

Req. #	Payee	Description	Amount	Invoice #	Project #	MS4?	Paid From:
2696	Rettew Associates, Inc	Biosolids Construction Management	\$ 17,775.06	27323	039742029	NO	Construction Fund
2697	Rettew Associates, Inc	PENNVEST Funding Admin	\$ 392.00	27324	039742030	NO	Construction Fund
2698	Rettew Associates, Inc.	LSA Statewide funding admin	\$ 80.00	27325	039742030	NO	Construction Fund
2699	PA Media Group	Bid Advertisement	\$ 559.00	3625301	N/A	NO	Reserve Acct.
2700	PA Media Group	“Nov 18 meeting omtime”	\$ 206.30	3654273	N/A	NO	Reserve Acct.
2701	ESRI - Environmental Systems Research Institute	Software Subscription (1/4/26 – 1/3/27)	\$ 684.00	900154740	N/A	NO	Reserve Acct.

Req. #	Payee	Description	Amount	Invoice #	Project #	MS4?	Paid From:
2702	LB Industries LLC	HBA 2023-01 Payment Application #17	\$ 14,867.50	App. for Payment #17	039742029	NO	Construction Fund
2703	Garden Spot Electrical	HBA 2023-04 Payment application #10	\$18,050.00	App. for Payment #10	039742029	No	Construction Fund

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13. Adjournment.