

HIGHSPIRE BOROUGH AUTHORITY

Agenda January 15, 2026

1. Call to Order.
2. Pledge of Allegiance.
3. Roll Call.
4. Citizen's Comments.
5. Reorganization for 2026. *Current Officers are:*
 - *Chairman – Ms. Deanna Proctor*
 - *Vice Chairman – Mr. Charles Boughter*
 - *Secretary – Mr. Cory Hackman*
 - *Treasurer – Ms. Kimberly Bradeen*
 - *Assistant Secretary/Treasurer – Mr. Nicholas Matesevac*

6. Approval of Minutes.

7. Correspondence.

8. Statement of Accounts. *Ending Balances December 31, 2025: (All outstanding Nov. Reqs. have cleared):*

| | | | |
|---|----|--------------|---|
| M&T Bank Reserve Account: | \$ | 46,859.77 | (includes: \$95,000.00 MS4 Reserve Funds) |
| M&T Bank 2009 Construction Fund: | \$ | 1,266,822.00 | |
| PLGIT 2011 Construction Account (#5302-02): | \$ | 60,141.70 | |
| PENNVEST Account (9891602089) | \$ | 0.00 | Account Closed |
| PENNVEST Account | \$ | 16,990.34 | |

SANITARY SEWER SYSTEM

9. Unfinished Business.

- **Biosolids Project & Funding and Engineer's report**
 - o **PENNVEST Reimbursement Request.**
 - o **Statewide LSA Reimbursement Request**
 - o **LSTMA Cost Share Requests.**
 - o **Change Order requests.**
- **M&T fraud investigation**

10. New Business.

- **LSA Grant Reporting due 2/27/26**

MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4)

11. MS4 Unfinished Business.

- **MS4 Bank Accounts.**
- **MS4 reimbursement.**
- **Iron Ave. Swale.**

12. MS4 New Business.

13. Requisitions for Payment.

| Req. # | Payee | Description | Amount | Invoice # | Project # | MS4? | Paid From: |
|--------|-------------------------|-------------------------------------|--------------|----------------------|------------|------|-------------------|
| 2704 | Rettew Associates, Inc | Biosolids Construction Management | \$ 8,307.09 | 28287 | 039742029 | NO | Construction Fund |
| 2705 | Rettew Associates, Inc | PENNVEST Funding Admin | \$ 636.50 | 28288 | 039742030 | NO | Construction Fund |
| 2706 | Rettew Associates, Inc. | LSA Statewide funding admin | \$ 1,120.00 | 28289 | 039742030 | NO | Construction Fund |
| 2707 | Rettew Associates, Inc. | RFP for Biosolids Disposal | \$ 359.25 | 28284 | 0393505363 | NO | Reserve Acct. |
| 2708 | LB Industries LLC | HBA 2023-01 Payment Application #18 | \$ 39,307.96 | App. for Payment #18 | 039742029 | NO | Construction Fund |
| 2709 | Garden Spot Mechanical | HBA 2023-02 Payment application #5 | \$ 6,270.00 | App. for Payment #5 | 039742029 | No | Construction Fund |

13. Adjournment.