HIGHSPIRE BOROUGH AUTHORITY

Minutes February 19, 2026

1. **Call to Order**. *Ms. Deanna Proctor, Chair, called the meeting to order at 7:00 p,m. in Borough Council Chambers*
2. **Pledge of Allegiance**.
3. **Roll Call**. *Members present: Ms. Deanna Proctor and the Messrs, Nicholas Matesevac, Charles Boughter, and Cory Hackman. Member absent: Ms. Kimberly Bradeen. Also attending: Mr. Kent Patterson, Solicitor; Mr. Robert Lauriello and Mr. Steven Siegfried, Engineers; Mr. Randy Kreider, Public Works Director; Mr. Von Hess, Mayor; Ms. Michele Phillips, Councilwoman; and Mr. Robert Sutch.*
4. **Citizen's Comments**. *None.*
5. **Approval of Minutes**. *The Matesevac/Boughter motion to approve the minutes of the Jan.15, 2026, meeting carried.*
6. **Correspondence**. *The Chair made available The Authority Magazine and the WET magazine.*
7. **Statement of Accounts**. *Ending Balances January 31, 2026:*

M&T Bank Reserve Account:	$ 46,999.76
M&T Bank 2009 Construction Fund:	$ 1,394,568.01
PLGIT 2011 Construction Account:	$ 60,328.54
PENNVEST Account	$ 16,581.18

SANITARY SEWER SYSTEM

8. **Unfinished Business**.
   - **Biosolids Project & Funding and Engineer's report**. *The dewatering equipment and process works.*
     - **PENNVEST Reimbursement Request**. *The Hackman/Boughter motion to authorize Rettew to submit a reimbursement request of $98,361.65 carried.*
     - **Statewide LSA Reimbursement Request**. *The Boughter/Hackman motion to authorize Rettew to submit a reimbursement request of $7,875.72 carried.*
     - **LSTMA Cost Share Requests**. *The Matesevac/Boughter motion to authorize Rettew to submit a reimbursement request for $15,737.72 carried.*
     - **Change Order requests**. *The Boughter/Matesevac motion to approve the change order to the LB Industries contract for a $4,100.00 credit carried. The Boughter/Matesevac motion to approve the change order to increase the Electrical contract for $10,558.78 carried.*
   - **Ethics Forms, due April 1.**
   - **LSA Grant Reporting due 2/27/26.** *Completed.*
   - **Chapter 94 report.** *Progressing. Waiting for information from LSTMA. Report is due end of March.*
9. **New Business**.
   - **RFP for Solicitor.** *The Boughter/Matesevac motion to approve the draft RFP, with changes, carried.*
   - **LSTMA Flow Meters.** *Working to get confirmation of LSTMA's agreement to the final draft of the agreement.*

MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4)

10. **MS4 Unfinished Business**.
    - **MS4 Bank Accounts**. *No banks seems to want to take this on. Counsel suggests we just continue as we have been.*
    - **MS4 reimbursement**. *Mr. Patterson has finalized the request and will submit to the Borough Manager for action.*
    - **Iron Ave. Swale**. *Easement letters have been finalized and Mr. Kreider will distribute them for citizens' signature.*
11. **MS4 New Business**. *None.*
12. **Requisitions for Payment**. *The Boughter/Matesevac motion to approve Reqs.2710 thru 2717 for payment carried.*

Req. #	Payee	Description	Amount	Invoice #	Project #	MS4?	Paid From:
2710	Rettew Associates, Inc	Biosolids Construction Management	$7,375.72	29408	039742029	NO	Construction Fund
2711	Rettew Associates, Inc	PENNVEST Funding Admin	$ 1,155.00	29409	039742030	NO	Construction Fund
2712	Rettew Associates, Inc.	LSA Statewide funding admin	$ 1,039.50	29410	039742031	NO	Construction Fund
2713	Rettew Associates, Inc.	2026 NPDES Permit Renewal	$1,725.00	29406	0393505335	NO	Reserve Acct.
2714	Rettew Associates, Inc.	2026 Retainer	$ 2,400.00	29407	0397405818	NO	Reserve Acct.

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Req. #	Payee	Description	Amount	Invoice #	Project #	MS4?	Paid From:
2715	LB Industries LLC	HBA 2023-01 Payment Application #19	$ 22,918.75	App. for Payment #19	039742029	No	Construction Fund
2716	Garden Spot Electric	HBA 2023-02 Payment application #11	$ 33,699.90	App. for Payment #11	039742029	No	Construction Fund
2717	PSI Plumbing Solutions	HBA 2023-03 Payment application #1	$ 41,743.00	App. for Payment #1	039742029	No	Construction Fund

13. **Adjournment**. *The Boughter/Matesevac motion ended the meeting at 7:35 p.m. The next regularly scheduled meeting of the Authority will be at 7:00 p.m. on Thursday, March 19, 2026, in Borough Council Chambers. As always, the public is invited to attend.*

Respectfully Submitted,
Robert L. Gross

Chief Clerk
Highspire Borough Authority