HIGHSPIRE BOROUGH AUTHORITY

Minutes March 19, 2026

1. **Call to Order**. *Mr. Charles Boughter, Vice-Chair, called the meeting to order at 7:00 p.m. in Borough Council Chambers.*
2. **Pledge of Allegiance**.
3. **Roll Call**. *Authority Members Present: Ms. Kimberly Bradeen and the Messrs. Nicholas Matesevac, Charles Boughter, and Cory Hackman. Absent: Ms. Deanna Proctor. 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. Dorothy Matesevac and Michele Phillips, Councilwomen; and citizens Mr. Phillips, Brian Krick, and Satoko Hraiyama.*
4. **Citizen's Comments**. *None.*
5. **Approval of Minutes**. *The Hackman/Matesevac motion to approve the minutes of the February 19 meeting carried.*
6. **Correspondence**. *PMAA professional development opportunities were announced.*
7. **Statement of Accounts**. *Ending Balances February 28, 2026:*

M&T Bank Reserve Account:	$ 43,008.24
M&T Bank 2009 Construction Fund:	$ 1,298,750.46
PLGIT 2011 Construction Account:	$ 60,495.85
PENNVEST Account	$ 16,876.85

SANITARY SEWER SYSTEM

8. **Unfinished Business**.
   - **Biosolids Project & Funding and Engineer's report**. *Approaching Substantial Completion status.*
     - **PENNVEST Reimbursement Request-for $115,097.91.** *Bradeen/Hackman motion to authorize Rettew to submit this request carried.*
     - **Statewide LSA Reimbursement Request**. *The Hackman/Bradeen motion to authorize Rettew to apply for this reimbursement carried.*
     - **LSTMA Cost Share Requests. (Request No. 15 totals $30,617.73)**. *The Hackman/Bradeen motion to authorize Rettew to apply for this reimbursement carried.*
     - **Cost Share Request** *for $33,962.31. The Bradeen/Matesevac motion to authorize Rettew to submit this request carried.*
     - **Change Order requests**. *None this month.*
   - **Ethics Forms, due April 1.**
   - **Chapter 94 report.** *Draft is complete and is being reviewed by Mr. Kreider.*
   - **RFP for Solicitor**. *In process.*
   - **LSTMA Flow Meters**. *Still working on the details.*
9. **New Business**.
   - **DCED Ck. $7,375.00.** *Mailed to M&T for deposit on 3/18/26.*
10. **Requisitions for Payment**. *The Hackman/Bradeen motion to approve Reqs. 2718 thru 2725 for payment carried.*

Req. #	Payee	Description	Amount	Invoice #	Project #	MS4?	Paid From:
2718	Rettew Associates, Inc	Biosolids Construction Management	$ 18,922.73	30984	039742029	NO	Construction Fund
2719	Rettew Associates, Inc	PENNVEST Funding Admin	$ 2,439.50	30985	039742030	NO	Construction Fund
2720	Rettew Associates, Inc.	LSA Statewide funding admin	$ 425.25	30986	039742031	NO	Construction Fund
2721	Rettew Associates, Inc.	2026 NPDES Permit Renewal	$ 1,150.00	30983	0393505335	NO	Reserve Acct.
2722	LB Industries LLC	HBA 2023-01 Payment Application #20	$ 23,209.45	App. for Payment #20	039742029	No	Construction Fund
2723	Garden Spot Electric	HBA 2023-02 Payment application #12	$ 91,888.46	App. for Payment #12	039742029	No	Construction Fund
2724	Commonwealth of PA	NPDES permit renewal	$ 3,750.00	1453241	None	No	Reserve Acct
2725	Sherwood Logan & Assoc.	Schwing Bioset change order	$ 11,695.00	99621	039742028	No	Construction Fund

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MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4)

11. **MS4 Unfinished Business**.

- **MS4 reimbursement**. *Mr. Patterson is still working on this.*
- **Iron Ave. Swale**. *Easement letters have been sent.*
- **Annual Report & Permit Renewal**. *Still being developed.*

12. **MS4 New Business**. *None. .*

13. **Adjournment**. *The Hackman/Bradeen motion ended the meeting at 7:36 p.m. The next regularly scheduled meeting of the Authority will be held at 7:00 p.m. on Thursday, April 16, 2026, in Borough Council Chambers. As always, the public is invited to attend.*

Respectfully Submitted,

Robert L. Gross
Chief Clerk
Highspire Borough Authority