HIGHSPIRE BOROUGH AUTHORITY

Minutes April 16, 2026

1. **Call to Order**. *Vice Chair Charles Boughter called the meeting to order at 7:02 p.m. in Borough Council Chambers.*
2. **Pledge of Allegiance**.
3. **Roll Call**. *Authority members present: Ms. Kimberly Bradeen and the Messrs. Charles Boughter and Cory Hackman. Authority members absent: Ms. Deanna Proctor and Mr. Nicholas Matesevac. Also attending: Mr. Kent Patterson, Solicitor; Mr. Steven Siegfried, Engineer; Mr. Randy Kreider, Public Works Director; Mr. Von Hess, Mayor; and Ms. Michele Phillips, Councilwomen.*
4. **Citizen's Comments** *None.*
5. **Approval of Minutes**. *The Bradeen/Hackman motion to approve the minute of the March 19, 2026, meeting carried.*
6. **Correspondence**. *Mr. Boughter made available to the members copies of the Authority Magazine and PMAA professional development opportunities.*
7. **Statement of Accounts**. *Ending Balances March 31, 2026:*

M&T Bank Reserve Account:	$ 38,227.89
M&T Bank 2009 Construction Fund:	$ 1,161,107.71
PLGIT 2011 Construction Account:	$ 60,680.19
PENNVEST Account	$ 62,514.86

SANITARY SEWER SYSTEM

8. **Unfinished Business**.
   - **Biosolids Project & Funding and Engineer's report**. *Mr. Siegfried informed the Authority that the project has reached a status of substantial completion. Punch Lists have been distributed to each contractor.. .*
     - **PENNVEST Reimbursement Request**. *None, this month.*
     - **Statewide LSA Reimbursement Request**. *The Hackman/Bradeen motion to authorize the Engineer to submit a reimbursement request for $3,751.00 carried.*
     - **LSTMA Cost Share Requests.** *The Bradeen/Hackman motion to authorize the Engineer to submit a request for reimbursement carried.*
     - **Change Order requests**. *None this month.*
   - **Chapter 94 report.** *Engineer submitted the report on time, and it was accepted.*
   - **RFP for Solicitor**. *Nothing to report.*
   - **LSTMA Flow Meters**. *The parties are still working on the final version of the agreement.*
9. **New Business**.
   - **DCED Ck. $30,617.00**.*Received and sent to M&T for deposit to the Construction Account.*
10. **Requisitions for Payment**. *The Bradeen/Hackman motion to approve payment of Reqs.# 2726 thru 2729 carried.*

Req. #	Payee	Description	Amount	Invoice #	Project #	MS4?	Paid From:
2726	Rettew Associates, Inc	Biosolids Construction Management	$ 5,612.68	31869	039742029	NO	Construction Fund
2727	Rettew Associates, Inc	PENNVEST Funding Admin	$ 1,897.00	31870	039742030	NO	Construction Fund
2728	Rettew Associates, Inc.	LSA Statewide funding admin	$ 614.25	31871	039742031	NO	Construction Fund
2729	Rettew Associates, Inc.	2026 General Engineering	$ 637.50	31868	0393505335	NO	Reserve Acct.

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, one response, so far.*
    - **Annual Report & Permit Renewal**. *Still being developed.*
12. **MS4 New Business**. *None.*
13. **MS4 Requisitions for payment**. *None.*

14. Adjournment...*The Bradeen/Hackman motion ended the meeting at 8:14 p.m. The next regularly scheduled meeting of the Authority will be held at 7:00 p.m. on Thursday, May 21, 2026, in Borough Council Chambers. As always, the public is invited to attend.*

.Respectfully submitted,
Robert L. Gross, Chief Clerk, Highspire Borough Authority.