HIGHSPIRE BOROUGH AUTHORITY

Minutes July 16, 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**. *All Authority members were present: The Mses. Deanna Proctor and Kimberly Bradeen, and the Messrs. Nicholas Matesevac, Cory Hackman, and Charles Boughter. Also attending: Mr. Kent Patterson, Solicitor; Mr. Steven Siegfried, Engineer; Mr. Randy Kreider, Public Works Director; Mr. Von Hess, Mayor; Ms. Michele Phillips and Ms. Dorothy Matesevac, Borough Council Members.*
4. **Citizen's Comments**. *Ms. Phillips handed out an informational brochure to the members*
5. **Approval of Minutes**. *The Matesevac/Boughter motion to approve the minutes of the June 18, 2026, meeting carried.*
6. **Correspondence**. *PMAA nomination forms and the WET magazine were made available to the members.*
7. **Statement of Accounts**. *Ending Book and Bank Balances as of June 30, 2026--all June's Reqs are outstanding:*

	Bank Balance	Book Balance
M&T Bank Reserve Account:	$ 38,272.79	-$13,369.24 outstanding = $24,903.55
M&T Bank 2009 Construction Fund:	$ 1,131,522.91	-$60,857.34 outstanding = $1,070,665.57
PLGIT 2011 Construction Account:	$ 61,218.89	
PENNVEST Account:	$ 323,070.24	

SANITARY SEWER SYSTEM

8. **Unfinished Business**.
   - **Biosolids Project & Funding and Engineer's report**. *Project is complete the July 6 inspection went well.*
     - **PENNVEST Reimbursement Request**. *The Matesevac/Bradeen motion to authorize Rettew to request a $228,193.50 reimbursement request carried.*
     - **Statewide LSA Reimbursement Request**. *None.*
     - **LSTMA Cost Share Requests**. *The Bradeen/Hackman motion to authorize Rettew to submit two cost share requests ($17,518.24 + $4,379.68 = $21,897.92) carried.*
     - **Change Order requests**. *The Boughter/Bradeen motion to authorize Rettew to prepare COs to update/extend the project completion date carried.*
   - **RFP for Solicitor**. *The Bradeen/Matesevac motion to accept the proposal to the RFP submitted by Johnson, Duffie, Stewart & Weidner, P.C. and appoint them as the Authority's legal representation for 2026 carried.*
   - **LSTMA Flow Meters**. *Are in place.*
   - **Centrifuge offer**. *The Authority will send an invoice for $30,000.00 for the purchase of the replaced centrifuge and control panel to Sherwood-Logan. When we get the check, we'll create a requisition to LSTMA for its 64% share. ($ 19,200.00)*
   - **2025 Audit**. *Electronic copies were sent to each member. We'll invite B&R to the next meeting to present the audit and answer any questions.*
9. **New Business**.
   - **Amend the Agenda** *and* **Affirm payment authorization of Reqs #2746 & 2747 to Kent H Patterson**. *The Hackman/Bradeen motion to amend the July 16, 2026, meeting agenda that had been uploaded to the Borough's website to add Req. #2753 and to affirm payment authorization of Requisitions 2746 & 2747 to Kent Patterson, carried. An amended agenda will be uploaded to the website.*
   - **Transportation Agreement**. *Mr. Hess, Mayor, informed the Authority that there were no further changes to the agreement, and recommended it be signed. The Bradeen/Hackman motion to authorize the Chairman to sign the new agreement between Lower Swatara and the Authority carried.*
10. **Requisitions for Payment**. *The Hackman/Bradeen motion to approve payment of Reqs. #2748 through 2753 carried.*

Req. #	Payee	Description	Amount	Invoice #	Project #	MS4 ?	Paid From:
2748	Rettew Associates, Inc	PENNVEST Funding Admin	$ 1,991.50	34857	039742030	NO	Construction Fund
2749	Rettew Associates, Inc.	2026 NPDES permit renewal	$ 1,725.00	34856	0393505335	NO	Reserve Acct.

Req. #	Payee	Description	Amount	Invoice #	Project #	MS4 ?	Paid From:
2750	LB Industries, Inc.	Application #22 (FINAL)	$ 215,246.50	Application #22 (FINAL)	039742029	NO	Construction Fund
2751	Garden Spot Mechanical, Inc.	Application #6 (FINAL)	$ 3,750.00	Application #6 (FINAL)	039742029	NO	Construction Fund
2752	PSI Pumping Solutions, Inc.	Application #2 (FINAL)	$ 9,197.00	Application #2 (FINAL)	039742029	NO	Construction Fund
2753	Boyer & Ritter	2025 Audit – Final	$ 10,300.00	30424	N/A	NO	Reserve Acct.

MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4)

11. **MS4 Unfinished Business**.

- **MS4 reimbursement**. *Mr. Patterson will complete the request for reimbursement from the Borough.*
- **Iron Ave. Swale**. *Letters regarding the Authority's intention to proceed with eminent domain actions were sent.*
- **Permit Renewal**. *Still waiting for the state to send us the permit.*

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

13. **MS4 Requisitions for payment**. *None.*

14. Adjournment. *The Hackman/Bradeen motion ended the meeting at 7:39 p.m. The next regularly scheduled meeting of the Authority will be held at 7:00 p.m. on Thursday, August 20, 2026, in Borough Council Chambers. As always, the public is invited to attend.*

Respectfully Submitted,

Robert L. Gross
Chief Clerk
Highspire Borough Authority