HIGHSPIRE BOROUGH AUTHORITY

Minutes August 20, 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. Steven Siegfried, Engineer; Mr. Randy Kreider, Public Works Director; Mr. Von Hess, Mayor; Ms. Michele Phillips and Ms. Dorothy Matesevac, Borough Council Members. Solicitor, Rachel James, was absent.*
4. **Citizen's Comments**. *None.*
5. **Approval of Minutes**. *The Matesevac/Bradeen motion to approve the minutes of the July 16, 2026, meeting carried.*
6. **Correspondence**. *PMAA change of bi-laws was made available.*
7. **Statement of Accounts**. *Ending Book and Bank Balances as of July 31, 2026--all July's Reqs are outstanding:*

	Bank Balance	Book Balance
M&T Bank Reserve Account:	$ 25,006.75 -$12,025.00	outstanding = $12,981.75
M&T Bank 2009 Construction Fund:	$ 1,387,052.48 -$230,185.00	outstanding = $1,156,867.48
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. Final drawings were submitted to Mr. Kreider for the Authority's files.*
     - **PENNVEST Reimbursement Request**. *Documentation for the final payment request from PENNVEST was filed.*
     - **LSTMA Cost Share Requests # 33 & 34**. *($7,099.20 + $78,790.65 = $85,889.85) The Bradeen/Hackman motion to authorize Rettew to submit cost share requests to LSTMA carried.*
     - **Change Order requests**. *None.*
   - **Centrifuge Sale**. *Completed and funds received.*
   - **2025 Audit**. *James Farrano, Accountant, presented the audit and answered questions. The Matesevac/Hackman motion to accept the audit carried.*
9. **New Business**.
   - **Sherwood-Logan Ck#12757 $30,000.00**. *Received for the centrifuge sale. Will be deposited to the Construction Account, and 64% ($19,200.00) will be sent to LSTMA for their share of the sale via Req. 2758.*
   - **Ardoise Investments Ck#1236 $1,500.00**. *Tapping fee received and will be deposited to the Reserve Account.*
10. **Requisitions for Payment**. *The Bradeen/Boughter motion to pay Requisitions 2753-2758 carried.*

Req. #	Payee	Description	Amount	Invoice #	Project #	MS4 ?	Paid From:
2753	Rettew Associates, Inc	Disposal of Biosolids RFP	$ 1,656.00	27319	0393505363	NO	Construction Fund
2754	Rettew Associates, Inc.	Disposal of Biosolids RFP	$ 68.94	31690 Bal. due	0393505363	NO	Construction Fund
2755	Rettew Associates, Inc.	Biosolids Construction Mgmt.	$ 4,249.25	35536	039742029	NO	Construction Fund
2756	Rettew Associates, Inc.	PENNVEST Funding Admin	$ 4,648.00	35537	039742030	NO	Construction Fund
2757	Rettew Associates, Inc.	2026 NPDES permit renewal	$ 4,025.00	35535	0393505335	NO	Reserve Acct.
2758	Lower Swatara Township Municipal Authority	64% of the $30,000.00 proceeds from selling the old centrifuge & control panel	$ 19,200.00	N/A	N/A	NO	Construction Fund

MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4)

11. **MS4 Unfinished Business**.

- **MS4 reimbursement**. *Mr. Patterson is finalizing the reimbursement request from the Borough.*
- **Iron Ave. Swale**. *Paperwork and eminent domain proceedings are in process.*
- **Permit Renewal**. *DEP audit went well, and we're still waiting for them to issue the permit. Meanwhile, we'll keep operating on the old one.*

12. **MS4 New Business**.

- **Ordinance 664**. *A copy of the ordinance under consideration by the Borough was given to the members for review and comment.*

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

14. Adjournment. *The Matesevac/Hackman motion ended the meeting at 7:45 p.m. The next regularly scheduled meeting of the Authority will be held at 7:00 p.m. on Thursday, September 17, 2026, in Borough Council Chambers. As always, the public is invited to attend.*

Respectfully Submitted,

Robert L. Gross
Chief Clerk
Highspire Borough Authority