



**HELLERTOWN BOROUGH AUTHORITY
MEETING AGENDA
September 10, 2025**

1. General Functions

- a. Call to Order
- b. Pledge of Allegiance
- c. Roll Call
- d. Action - Acceptance of Meeting Agenda
 - i. Additions/Deletions
 - ii. Motion to accept Meeting Agenda as presented
- e. Action - Approval of Minutes of August 11, 2025
 - i. Changes/Additions/Deletions
 - ii. Motion to approve Minutes of August 11, 2025
- f. Public Comments
- g. Board Member Concerns
- h. Personnel Concerns

2. Operations

- a. Solicitor's Report
- b. Engineer's Report
- c. Field Report
- b. Administrator's Report

3. Financial

- a. Action – Motion to Approve the August Treasurer's Report
- b. Action – Motion to Approve the September Treasurer's Report
- c. Action – Motion to Approve the Payment of Reported Bills Since the August 11, 2025 Meeting and the Continuing Payment of Bills until the Next Board Meeting.
- d. P&L – Operational

4. Business

- a. Action – Motion to Approve Proposal from Meyner Center for the search for an individual to fill the role as Authority Executive Director.

- b. Action – Motion to Approve Division Street Change Order #5 for a credit of \$10,798.99 for removal of milling and paving from the project**
- c. Action – Motion to Approve Resolution to adopt Policy on Disposal of Authority Files**
- d. Action – Motion to Approve Proposal from RCAP Solutions for Authority GIS Mapping for the water and sewer system**
- e. Action – Motion to Approve Proposal from Keystone Alliance Consulting for the Update to the Sewer Tapping Fee Calculation**
- f. Action – Motion to Approve Proposal from Keystone Alliance Consulting for the Update to the Water Tapping Fee Calculation**
- g. Action – Motion to proceed with repair work on the Vac Truck based upon the cost proposal provided by GranTurk. Cost estimates are “If Needed” only cost for items required for repair will be charged.**

5. Adjournment