

**PENN TOWNSHIP MUNICIPAL AUTHORITY**  
**PERRY COUNTY**  
102 Municipal Building Road  
Duncannon, PA 17020

July 2, 2025

The Penn Township Municipal Authority (Authority) met at the Penn Township Municipal Building on Wednesday, July 2, 2025. Robert Harbold, Chairman, officially called the meeting to order at 7:03 p.m. with the recitation of the *Pledge of Allegiance* and a moment of silence.

Authority board members present:

Robert Harbold, Chairman  
CeCe Novinger, Vice-Chairman  
John Keller, Secretary  
Paul Soltis, Member at Large

Professional staff present:

Steve Sauers, Operator          Envirotec Resources, LLC  
Bryan Leese, Engineer          Keller Engineers

Chairman Harbold announced there was an executive session from 6:40 p.m. to 7:02 p.m. regarding personnel.

**Visitors**

Julie Mackey

Chairman Harbold announced Craig Klinefelter was on the agenda for this evening and was not present and they would wait a couple of minutes to see if he would appear.

**Agenda**

Chairman Harbold announced that the agenda for tonight's meeting was incorrectly posted and introduced a revised version and called for a motion to accept the revised agenda. The motion was made by John Keller and seconded by CeCe Novinger. The motion carried with unanimous approval by the Authority.

**Minutes**

A motion was made by CeCe Novinger and seconded by John Keller to approve the June 2025 meeting minutes. The motion carried with unanimous approval by the Authority.

**Operator's Report**

Steve Sauers issued a written report for July 2, 2025. Steve Sauers reported on Cove, Kinkora and all pumping station operations. Also included was Sunshine Hill Water Plant with statistics on pumped and raw meter flow reports. Steve Sauers provided a quote for a replacement pump from Modern Pump & Equipment, Inc. for the Authorities' consideration.

A motion to accept the Operator's Report was made by John Keller and seconded by CeCe Novinger. The motion carried with unanimous approval by the Authority.

### **Field Representative's Report**

Grease trap inspections – tabled for future meeting.

### **Engineer's Report**

Bryan Leese met with PSI at the Duncannon bridge to review the repair needed on the Market Street force main. Bryan Lease submitted a quote for heat tape and insulation going across the bridge. Bryan Leese briefly reviewed the \$66,005.00 quote for the proposed work. Chairman Harbold said the Duncannon borough is supplying power out of the park and installing a pole. The Authority will have to reimburse the borough for the pole. Paul Soltis asked if this was from the earlier repairs done incorrectly on the water line at the beer distributor. Chairman Harbold said that repair cost \$77,000 for the line repair and was not part of the road report. They went under the bridge, and it should have been insulated, but originally it was not done. This was 10 – 12 years ago when the bridge was done. No tape or anything connected to the sewer line prior to the chairman being on the board was done and the board implemented the rule if it is within 150 feet of a line they are required to hook into the sewer if the line was there. The board forced the ordinance on the beer distributor business to abandon their existing system and hook to the public system. It has been a real issue since then and it will be a long time until the Authority recoups what is invested in that line to ensure it is not freezing or breaking underneath the road. The chairman said the breaking has been resolved at this point and past board members tried running 1 ¼ inch and 1 ½ inch pipe thought the existing line and it froze under the road under the bridge where it was exposed to air. Last year there were two months, almost three months that the Authority had to haul and pump due to the cold weather. Steve Sauers, Operator, had to pump 4 days a week because they opened the sub shop at the beer distributor site and the flow increased. It did not overflow, but we are going to have \$250,000 wrapped up in this repair. Paul Soltis asked if there would be electricity to the pole. Chairman Harbold said the electric is coming from the borough and the only way to fix it at this point is to have a holding tank at the site. Bryan Leese agreed with this statement. Steve Sauers stated the holding tank is still in there at the beer distributor business and John Keller asked if that is feasible. Bryan Leese said he thinks so if the tank is at the beer distributor site. Chairman Harbold said he is not sure if disconnecting from a public system after Joe (the owner) spent \$20,000 is a good idea. Bryan will send PSI an email informing them of the board's position.

Stone Mill Estates Well Site – Trying to get surveyors out there, but the rain is hinder this.

Chairman Harbold said he would like to add large water volume we have coming from Industrial Park reported by Duncannon. He reached out to the borough to try and narrow that window when the borough saw it. Paul Soltis stated that the board discussed this last month. Chairman Harbold said Steve Sauers reached out trying to find portable flow meters, however, the borough cannot narrow down when it's happening. There are businesses that rent portable meters and would like authorization from the board for Steve Sauers or Chairman Harbold to rent three, one for Longenecker's Hatchery, one for PA Options for Wellness and one for Karns. These are the three largest businesses at the Industrial Park. If we can pin it down to a week, we would have one week of data. Paul Soltis asked if there was an issue with access. Chairman Harbold said they are

put outside, and we can see the flow. Steve Sauers said the chicken hatchery replied to him about the wastewater flow, but the growth facility has not replied to our emails. Steve Sauers said that he and Mike Criley with the Duncannon Borough think there is a 12-inch line at Rt 274 and only one facility can overwhelm it and that would be the growth facility. Chairman Harbold wondered if they were flushing or recycling water in the middle of the night between midnight and 5:00 a.m. We do not want to point out one facility, so we will be looking at all three large facilities in Industrial Park to determine where this is coming from. A motion to rent three meters to identify where the extra flow is coming from was made by John Keller and seconded by Paul Soltis. The motion carried with unanimous approval by the Authority.

Sunshine Hill Phase 1 – Bryan Leese stated the phase 1 report is in the board's packets. Chairman Harbold stated it wasn't in the packet due to the Treasurer couldn't print, therefore, Bryan Leese gave the chairman his document. Chairman Harbold called for a motion to pay the final payment of Phase 1 and to apply for the grant that he and John Keller must sign. A motion was made by CeCe Novinger and seconded by John Keller. The motion carried with unanimous approval by the Authority.

Sunshine Hill Phase 2 – started yesterday and had issues today. There is a grant that can pay \$552,000 and the bid is \$558,059.40. A portion of that project will be paid for by the Authority, the same as the last one.

Sunshine Hill Phase 3 – Will start in September or October of this year and Phase 4 will begin in early 2026.

Subdivision – no updates, no home park updates, no standard specifications updates, Longnecker Hatchery no updates.

Transition Health – no updates.

Curb Stop Map for Sunshine Hill - CeCe Novinger questioned if this was done. Bryan Leese stated it does not need to be done until we get to phase 3. If we get grants for phase 3 and phase 4, then we go back at that time. Chairman Harbold asked Bryan Leese to get GPS location for Phase 1, 2, 3 and 4.

A motion to accept the Engineer's Report was made by John Keller and seconded by Paul Soltis. The motion carried with unanimous approval by the Authority.

### **Solicitor's Report**

Chairman Harbold stated the solicitor could not be here this evening. Dennis Shatto is addressing the delinquent items. Chairman Harbold asked the board if they had anything to add to address delinquencies.

CeCe Novinger mentions Veolia. CeCe Novinger discussed that Veolia talked to the board about the growth plant and Shermans Creek. After June 18, the proposed status of the treatment plant at Shermans Creek was to be evaluated for various treatments and conducting comprehensive water sampling to continue through year 2027. Chairman Harbold said that night they spoke to the

board and told them to go look at Shermans Creek and it was ankle deep and narrow at that time. The engineer from Gannett Fleming did not know the area or the creek and only knew that it was by the Susquehanna River.

A motion to skip the Solicitor's Report was made by John Keller and seconded by CeCe Novinger. The motion carried with unanimous approval by the Authority.

### **Treasurer's Report**

CeCe Novinger stated there was not an amount listed for Alliance, which is an ACH automatically taken out of the account monthly. John Keller stated he addressed this charge and had numerous conversations with the Treasurer, and she said that the Authority gets nothing for this charge. She has tried calling them four times and has not received a return call. As the board is looking for a new tech support person and is getting quotes, John Keller stated that he requested the Authority to discontinue paying them. Chairman Harbold called for a motion to cut all ties with Alliance Business Tech. effective 7/2/2025. Paul Soltis asked if there was a contract and John Keller stated there was no contract.

A motion to accept the Treasurer's Report was made by John Keller and seconded by Paul Soltis. The motion carried with unanimous approval by the Authority.

CeCe Novinger mentioned the amount for the lot lease where the odor control building is located. She said the owner was killed in a motorcycle accident and the solicitors said he would send the check to the estate once he was aware an executor was appointed. CeCe Novinger asked if the board had heard anything about this. Chairman Harbold said he thought the solicitor was going to see who oversees the estate, hold the check, and then send one check per his request. He advised her to speak to the Treasurer and the solicitor regarding the status.

Chairman Harbold discussed the bill from Rusty H2O for the water main break on Princeton and C&R Excavating for the original dig to find the leak. Steve Sauers said it was fixed on 13, but it was 9 that was leaking.

Chairman Harbold called for a motion to pay the monthly bills. A motion was made by John Keller, who verified that there were 23 checks to be signed and 23 checks in their packet and the remaining are ACH and it was seconded by Paul Soltis. The motion carried with unanimous approval by the Authority.

The Financial Report is tabled to the next meeting; it was not available for this meeting.

### **Executive Secretary Report**

PPL spreadsheet - Chairman Harbold said the board doesn't have that and tabled due to the issue with the computer system. John Keller stated that they do have it, the PPL spreadsheet. Chairman Harbold asked if there were any questions, comments, or concerns with the PPL spreadsheet. There were none.

In office payments – Chairman Harbold said they had this report and stated it does not appear any cash was received. Paul Stoltis stated only credit card payments. A motion to accept the

Executive Secretary Report was made by John Keller and seconded by Paul Soltis. The motion carried with unanimous approval by the Authority.

### **Penn Township Supervisor's Report**

Chairman Harbold called on John Keller to report. John Keller stated that the supervisors are having a retirement party for a 27-year employee, Helen Klinepeter, and it will be open to all residents. It is expected to be held at the EMS Building. CeCe Novinger asked for the date, and he stated the date is TBA and all residents will receive a mailing notifying them of this event.

The Fire Committee workshop meeting on June 17 had a good turnout of residents and the fire presentation was informative and positive.

The maintenance crew is getting a new mower due to the one they have is not suited for mowing the side of the highway. The crew keeps breaking shear pins whenever they hit debris alongside the road. The new mower being purchased at Messick's is designed for mowing the side of the highway.

Corey Stone is conducting a roundhouse meeting with one elected supervisor from each of the following municipalities: Penn Township, Wheatfield Township and Duncannon Borough and stated Supervisor Woodward was to update him on this. There was discussion regarding radio issues within the emergency systems, and they need to put repeaters in. Corey Stone said the best fix would be to put a tower across the river on top of the mountain.

A motion to accept the Penn Township Supervisor's Report was made by Paul Soltis and it was seconded by CeCe Novinger. The motion carried with unanimous approval by the Authority.

### **New Business**

Chairman Harbold stated the board received two RFPs for solicitor, which he gave to Solicitor Shatto last month. Dennis Shatto was going to review them and make a recommendation. Since the solicitor is not here this evening, I will table this until next month.

Chairman Harbold said there was something else under new business that the board was to discuss. CeCe Novinger brought up the 537 Plan. Chairman Harbold said the 537 Plan was brought to his attention by the township as something that is coming from the county, and they want us to partner with two or three other municipalities. He has reached out to other counties to get more information on this. The plan requires townships to do and directly involves only wastewater, and typically municipal authorities have their engineers do the study and pay for it. He was told that it is required every 7 or 10 years and upon further investigation, there is no timeline for it. The township may ask us or demand we update this. This Authority has not made a massive number of upgrades in the last 20 years, let alone the last 7 years since he has been on board. Upgrades to systems and moving forward with systems we have done upgrades with water systems and wastewater systems and in his opinion and our engineer's opinion, the Authority doesn't necessarily see a need for that until we review the existing 537 report. The township office has the 537 report in a binder and will scan it and supply the Authority with an electronic version to share with our engineer. If we do not need to do it then there is no need to upgrade. CeCe Novinger disagreed with that and stated that the 537 plan is so old it would have

no mention of Stone Mill in it. Chairman Harbold stated that Stone Mill would not need to be upgraded since it is all new. CeCe Novinger asked if it outlines everywhere there are old sewer plans. Bryan Leese stated that it outlines old and new sewer plans and the township does not have to do it until DEP says they need to. There used to be funding through the state to get this done and since that funding no longer exists you do not have a 10-year requirement. These are expensive, and water testing is included, and my opinion, wait until DEP tells you that it must be done. He also stated that it sounds like they are forcing another municipality to do it, and they are trying to rope other in to share the cost.

### **Open Items**

200 Schoolhouse Rd. Renovation – CeCe Novinger said they are moving from one side of the home to the other and have done nothing about getting a duplex grinder. John Keller stated this may be another situation similar to the townhouses that are using the same grinder pump. The question arose regarding how to stay on top of this issue. CeCe Novinger stated they should ask the township secretary. Chairman Harbold said he gave a directive to Helen Klinepeter, assistant to the secretary not to give them an occupancy permit for the other side, which they planned to move into.

### **220 Schoolhouse Road grinder pump station**

Chairman Harbold has not received the receipts from Jackie Verbos at 220 Schoolhouse Road but stated they may be on his phone since he sent them electronically to the board. He stated if the board wanted, he would find them, however he thought that Jackie Verbos should provide them. He explained that what happened was on the Authority since it should never have been turned over to them and the homeowners should not have to incur the cost of the new pump. CeCe Novinger asked what they should be reimbursed for. Chairman Harold said he could print it off and bring it to the next meeting if the board prefers. CeCe Novinger and Paul Soltis agreed to this.

### **Inventory at Plants**

Chairman Harbold said there is plenty of inventory, so this item can be removed.

### **Update rules and regulations.**

Chairman Harold said the board still does that and does not think there is a need for it since updates are given as we go, so remove this item.

### **Update to extra phone line installation**

Chairman Harbold questioned that the board did authorize the Treasurer to put the other phone line in at last month's meeting. CeCe Novinger and John Keller both confirmed yes and that it was on June 4, 2025.

### **JOAC Meeting – July 9, 2025**

CeCe Novinger stated she would not be in attendance, Paul Stoltis said his attendance is questionable, John Keller asked Chairman Harold if he was attending and he stated yes, and John Keller stated he would attend if Chairman Harbold was attending.

Steve Sauers noted if Chris finds a leak and Duncannon asks about it due to losing so much water, are you ok with me talking to Duncannon and having Mike Criley take the backhoe out? Chairman Harold called for a motion. John Keller made the motion and Paul Stoltis said he was not sure there was an open motion or if we should tell Steve Sauers to take emergency action if needed. Chairman Harold said the highest repair up there is \$1900 and can't imagine it being much more than that in labor and said as the Chairman, if you call me because they find a leak and Duncannon wants to fix it now in an emergency situation, then I will get a ballpark price from Mike Criley. John Keller rescinded his motion.

Chairman Harbold called for a motion to accept the itinerary and all items as they arise. A motion was made by CeCe Novinger, and it was seconded by John Keller. The motion carried with unanimous approval by the Authority.

Chairman Harbold called for a motion to adjourn the meeting at 9:08 p.m. A motion to adjourn the meeting was made by CeCe Novinger and seconded by John Keller. The motion carried with unanimous approval by the Authority.

The notes for this meeting were recorded by Julie Mackey and submitted by  
Deb Upperman  
PTMA Treasurer/Recording Secretary