

# **PENN TOWNSHIP MUNICIPAL AUTHORITY**

102 Municipal Building Road, Duncannon, PA 17020

**Wednesday, December 3, 2025 @ 19:00 (7pm)**

**Visitors wishing to speak should indicate after your name on the sign-up sheet.**

**Visitors receive 5 minutes under Recognition of Visitors. The Authority has the discretion to extend the time limit. The meeting is recorded for minutes preparation. The approved minutes are posted on the Penn Township Website.**

## **1900 (7pm) Call to Order, Pledge of Allegiance, and a Moment of Silence**

**Minutes - November 5, 2025, meeting**

### **Visitors**

### **Reports from Professional Staff**

1. Operator's Report
  - a. Coyne CES ZerOdor order
  - b. Quote for new blower for Kinkora WWTP
  - c. Repair list for Meters
  - d. Manhole at Susquenita School – Black Hawk Blvd & Susquenita Blvd.
  - e. SEO (Herbie Stoner) findings for 1003 State Road discharge – grinder pump
2. Field Representative
3. Engineer Report
  - a. Sunshine Hill Phase I – Leftover grant money and additional work
  - b. Stone Mill Estates – Preconstruction meeting
  - c. South Market Street force main - heat tape & installation
  - d. Stone Mill Estates Well – Solicitor to draft easement restrictions
4. Solicitor - Dennis Shatto, Esquire
  - a. Delinquent Accounts
  - b. New contract with Transitions Health Care at Allen's Cove
  - c. Morrison Deed of Dedication
  - d. Dollar General Grinder Pump resurfaced with invoice to pay for GP
5. Treasurer Report
  - a. November invoices
  - b. Financial report for November 2025
  - c. 2026 proposed budget
  - d. Escrow invoice to Longenecker's Hatchery
8. Executive Secretary Report
  - a. PPL Spreadsheet
  - b. Transfer of property list
  - c. Grease trap inspection letters to businesses
9. PTS Report
  - a. John Keller's report on Supervisor's meeting

### **New Business**

Approve 2026 PTMA schedule for board meetings  
Fee schedule for 2026  
Executive Secretary – motion to accept resignation  
Motion to re-advertise open position for Ex. Secretary  
Letter of re-appointment for Robert Harbold to PTMA board

### **Open Items**

200 Schoolhouse Road renovation  
206 Schoolhouse Road, modular home to be delivered Nov/December 2025

**Motion to accept the itinerary with all additional items as they arise.**

### **Adjournment**

**Next PTMA meeting, Wednesday, January 7, 2026 @ 7pm**

**JOAC meeting Wednesday, January 14, 2026, 6:30pm**