

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

April 1, 2026

The Penn Township Municipal Authority (Authority) met on Wednesday, April 1, 2026, at the Penn Township Municipal Building. Chairman Robert Harbold called the meeting to order at 1900, 7:00 pm with the recitation of the *Pledge of Allegiance* and a moment of silence.

Authority members present:

Robert Harbold, Chairman
CeCe Novinger, Vice-Chairman
John Keller, Secretary
Julie Mackey, Member
Deb Upperman, Member

Professional staff present:

Steve Sauers, Operator, Envirotec
Jim Lilley, Envirotec
Shayne Koch, Envirotec
Murray Weed, Solicitor, Johnson Duffie
Bryan Leese, Engineer, Keller Engineering

Authority staff present:

Deb Upperman, Treasurer/Recording Secretary
Kim Bankert, Executive Secretary

Minutes

CeCe Novinger/John Keller motioned to approve March 4, 2026, minutes with unanimous approval from the Authority.

Visitors

Justin Hayman, Codes Enforcement Officer/Operations Coordinator
Corey Stone, Emergency Management Coordinator for Penn Township
Mike Wolfersberger, Duncannon Borough Municipal Sewer Authority
Helen King, Veolia
Lori Kappen, GFT
Ann & Mike Delancey, 327 Dellville Road
Abby Dudley, 8 Monroe Lane
Tiffanie Keck, 9 Monroe Lane
Carl Fox, 5 Penn Manor Lane
Jennifer Blouch, 8 Eisenhower Blvd.
Matthew Lacklin, 11 Monroe Lane
Ken Martz, 211 Dellville Road
Mike Shearer, 6 Monroe Lane
Kelly Palson, 8 Shearer Drive

Field Representative's Report

Faulty water meter issues - Jim Lilley with Envirotec reported on the list of broken meters/meter buttons to the Authority. Mr. Lilley's list was not the most current list dated March 31, 2026, but it did list all the current issues with the meters. A new list was provided to Mr. Lilley with fencing and shed issues at Petersburg Commons and Stone Mill Estates that prevented the meter buttons to be accessed by the meter reader. CeCe Novinger noted communication must improve from the municipal authority office staff to keep the water meter list updated on all meter situations for Jim Lilley and the Authority. CeCe Novinger asked the solicitor to send out certified letters to the residences on the meter repair list that had not responded to earlier requests.

A motion was made to accept the field representative's report by Keller/Harbold with unanimous approval from the board.

Engineer's Report

Refer to the written engineer's report dated April 1, 2026. Bryan Leese added comments on these issues from his report:

- Mid-State Paving is finishing the Sunshine Hill, Muhlenberg Avenue work, installing a new water line – this work will exhaust the grant money from Phase I.
- Bryan Leese spoke of the Reed & Associates, LLC proposal for hydrogeologic study for the well at the Stone Mill Estates. A motion to sign the new revised proposal for Reed & Associates was made by Novinger/Keller with Authority's approval. Robert Harbold signed the proposal. The time frame is May/June to get the study done by Bryan Leese.
- Murray Weed advised the Stone Mill well deed is filed.

A motion to accept the Engineer's Report was made by Keller/Novinger with unanimous approval from the Authority.

DMR's and Master Meter Report

- Available for review in correspondence folder.

PTS Report

- John Keller reported the scale house property on State Road was transferred to the township ownership from Perdix Fire Company. Steve Sauers will have the water at the scale house tested as required every month.
- The township road crew has been busy cleaning out the culverts and identifying areas on township roads that need repairs.
- A building inspection of the township office building is needed. John Keller noted they are waiting for one more bid from a vendor for inspection costs.
- A fire study has been completed for Penn Township.

A motion to accept the Penn Township Supervisor's report was made by Upperman/Mackey with unanimous approval from the Authority.

Solicitor's Report

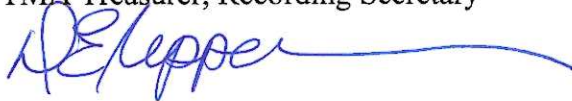
- Delinquent accounts – reviewed by Murray Weed.
- Brown court case - pending.
- Transitions Healthcare is contract is complete.

A motion to accept the itinerary was made by Novinger/Keller with all additional items as they arise, the Authority unanimously approved.

Next meeting will be Wednesday, May 6, 2026, at 7:00pm. The JOAC meeting will be 6:30pm on April 8, 2026, at the Duncannon Borough building.

With all business completed, a motion to adjourn at 2105, 9:05pm was made by Keller/Novinger and follow with a short executive session. The motion carried.

Respectfully submitted,
Deb Upperman
PTMA Treasurer, Recording Secretary

A handwritten signature in blue ink, appearing to read "Deb Upperman", with a long horizontal flourish extending to the right.