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

September 2, 2026

The Penn Township Municipal Authority (Authority) met at the Penn Township Municipal Building on Wednesday, September 2, 2026. Chairman Robert Harbold officially called the meeting to order at 1902 (7:02pm) with the recitation of the *Pledge of Allegiance* and a moment of silence.

An executive session was held before the formal meeting starting 1835 until 1855 (6:35pm – 6:55pm). The meeting was requested to review legal matters; no decisions were made at this meeting.

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

Professional staff present:
Bryan Leese, Engineer Keller Engineering
Steve Sauers, Operator Envirotec Resources
Murray Weed, Solicitor

Authority staff present:
Deb Upperman, Treasurer/Recording Secretary
Kim Bankert, Executive Secretary

Minutes
A motion was made by Julie Mackey and seconded by John Keller to approve August 5, 2026, meeting minutes. The motion carried with unanimous approval by the Authority.

Visitors
Rachel Bishop, Sunshine Hill, Duncannon
Garam Farhat, Cove, Duncannon
Dan Natearbal, Representative for American Medical Administrators
Bethany Hickey, General counsel for American Medical Administrators, phone 201-281-3011
Justin Hayman, Penn Township Codes & Operations Enforcement Coordinator
Corey Stone, Emergency Management Coordinator

Garam Farhat addressed the Authority to discuss his construction on State Road and get directions on the hook up to the Penn Township sewer. CeCe Novinger said she did not have Mr. Farhat's engineering print showing placement of the grinder pump and identifying the sewer lines. Robert Harbold will meet with Mr. Farhat on September 4 at 7:00pm to inspect the hook-up lines.

Dan Natearbal and Bethany Hickey representing American Medical Administrators for 25 Cove Road Propco, LLC – expected new buyer for Transitions Healthcare, 25 Cove Road, Duncannon. CeCe Novinger asked what are the plans for the healthcare facility? Ms. Hickey said the healthcare facility will try to cut costs and upgrade the nursing home. CeCe Novinger asked if the skill side and assisted living sides of the healthcare facility will change? Ms. Hickey said it would not change. Counsel for the Authority, Murray Weed, discussed the wastewater issues in the past and wanted to make this new team from American Medical Administration aware of long-term rags, gloves, Clorox wipes and un-flushable material getting tangled in the Kinkora wastewater pumps. Murray Weed mentioned Propco, LLC hopes to close this sale by October 1, 2026. The current agreement dated March 3, 2026, with Transitions Healthcare was approved for the new expected buyer, Propco, LLC.

Justin Hayman spoke about ordinance 2015-05. Who is governing the porta potties and why isn't the township doing anything about it? Mr. Hayman noted all permits should be obtained from the Penn Township Sewage Enforcement Officer, Herbie Stoner.

Operator's Report

Steve Sauers reviewed the operator's report dated September 2, 2026, he added comments:

- Discussion on the water meter repair list, only 2 properties remain on the list.
- Shed for water plant on Sunshine Hill – the size of a shed and location inside the fenced area is required. This will be tabled for next meeting.
- The blower for Kinkora WWTP expects to be installed September 23, 2026, as reported by Steve Sauers.
- 1101 State Road water valve repair. Robert Harbold said Backdraft will repair the water valve in the next two weeks. The repair costs will be paid by the auto insurance company.
- Low water pressure on Stone Mill Estates. Steve Sauers will look into this complaint.

A motion to accept the operator's report was made by Keller/Mackey with unanimous approval from the Authority.

Field Representative's Report

No report was made at this meeting.

Engineer's Report

Bryan Leese of Keller Engineering reviewed the written report prepared for September 2, 2026.

- Mid-State Paving expects to be starting Phase III at Sunshine Hill mid-September.
- Steve Read, hydrogeologic services, submitted paperwork to DEP for the Stone Mill Estates well. Mr. Read is hoping to be at the well site by end of September.

Keller/Mackey made a motion to accept the Engineer's report. The motion carried with unanimous approval from the Authority.

Solicitor's Report

- Delinquent accounts reviewed. Murray Weed said 7 delinquent sewer accounts are on his radar to pursue.
- 25 Cove Road Propco, LLC – a motion to approve the draft agreement and stand-alone agreement with Propco, LLC, and terminate the agreement with Transitions Healthcare Allens Cove on October 1, 2026, based on the sale of the property going forward on October 1, 2026.

The motion was made by Julie Mackey and seconded by John Keller to approve the assignment and the agreement on condition all contingent that the sale will close on October 1, 2026.

Treasurer's Report

- August invoices total $66,532.82. A motion was made to pay the August bills by John Keller and seconded by Julie Mackey, subject to audit. The motion carried.
- The financial report for August will be tabled by CeCe Novinger.
- Grinder pump quote was extended for 100 days. Site Specific quote 060526-PT-CORES was originally offered to the Authority on June 5, 2026, with prices valid for 30 days. A motion was made by John Keller and seconded by Julie Mackey to purchase from Site Specific 12 core units at $35,292.00 or $2,941.00 each as well as the cable adapter kits at $948.00 or $79.00 each. The Authority approved this motion.

Executive Secretary's Report

- The township property transfer list was included for the Authority to review.
- Grease trap inspections – Robert Harbold will again visit Karns Food Store to get the inspection report emailed to the Authority.
- Computer IT service – still pending, Everound did not care to quote.
- Certification process for Right-to-know requests. Murray Weed discussed certification for future RTK requests. Murray Weed will research and advise of fee schedule.

PTS Report

John Keller reviewed his notes from the recent Supervisor's meeting.

- Construction on the sink hole on Schoolhouse Road near the football field was discussed.
- Fall cleanup – Sylvesters will handle fall cleanup for the township.

New Business

- 2027 budget report was made available for the Authority to review for discussion in October.
- Grant for Cove WWTP.
- 15 Schoolhouse Road rebuild – the homeowners plan to rebuild and reconnect to the sewer line.

Old Business

- 200 Schoolhouse Road home renovations – on going.
- Todd Racey trailer park at Sunshine Hill. Mr. Racey is replacing the water lines to the trailers. Justin Hayman noted no PA1 call was issued before the digging.
- E1 grinder pumps – discussed under the treasurer's report.

A motion to accept the itinerary, with all additional items as they arise, was made by Robert Harbold and seconded by John Keller. The Authority unanimously approved.

The next PTMA meeting is Wednesday, October 7, 2026, at 1900 (7:00pm).
The JOAC meeting is scheduled for October 14, 2026, at 1600 (4:00pm). The meeting will be held at the Duncannon Borough office.

With all business discussed, a motion was presented by John Keller and seconded by Julie Mackey to adjourn the meeting at 2039 (8:39pm). The motion carried with unanimous approval.

Respectfully submitted,
Deb Upperman
PTMA Treasurer/Recording Secretary

