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

October 7, 2026

The Penn Township Municipal Authority (Authority) met at the Duncannon Emergency Medical Services building, 16 Shermanata Drive, Duncannon on Wednesday, October 7, 2026. Chairman Robert Harbold officially called the meeting to order at 1900 (7:00pm) 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:
Bryan Leese, Engineer Keller Engineering
Steve Sauers, Operator Envirotec Resources
Murray Weed, Solicitor Johnson Duffie Law

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 September 2, 2026, meeting minutes. The motion carried with unanimous approval by the Authority.

Visitors
Tara Davis, Caldwell Banker Realty
Larry Watts, 375 Watts Drive, Duncannon
Joyce Hand, 30 Haas Drive, Duncannon
Corey Stone, Emergency Management Coordinator

Tara Davis of Caldwell Banker Real Estate, LLC, works to find properties that can be redeveloped. Ms. Davis is interested in the 1900 State Road property currently owned by Michael Ward, which is listed for sale. Ms. Davis asked if the property is zoned for residential or business and details on the sewer and water. CeCe Novinger advised this property does not have public water, just public sewer. Robert Harbold noted the property has a private pumping station to move the 10 Edu's to the sewer. A low-pressure line sends the wastewater to the Cove wastewater treatment plant. A remote cellular dialer shows the actual flow of the pumping station and has been monitored by Bryan Leese, Engineer, currently the system is offline. Ms. Davis asked if there is capacity for additional sewer hookups. Bryan Leese, Keller Engineer, noted he cannot give Tara Davis an answer without

running the numbers. He suggested contacting the Penn Township Supervisors to clarify the zoning for this property.

Ms. Joyce Hand owns and operates the MoJo Taco food truck. Ms. Hand inquired about the 1600 State Road property. The notes are listed under the New Business part of the meeting.

Operator's Report

Steve Sauers reviewed the operator's report dated October 7, 2026, he added comments:

- Steve Sauers will meet with Zook's Septic Services next Monday, October 12th to camera the sewer line at the Susquenita School property to identify the puddling water on the grass area. Monday is a holiday and the school will be closed. Steve Sauers will work with Scott Howell, school maintenance, to arrange the work.
- 1101 State Road repair is complete. The executive secretary will send an invoice to the damaging party (auto insurance) for reimbursement of payment for the repair.
- Steve Sauers tested the water pressure at 106 Weston Circle, Stone Mill Estates, and confirmed the water pressure at the water meter was 40psi. The homeowner was satisfied with the findings.
- Steve Sauers will review Residential Water Meter Repair list and complete the repairs. The executive secretary will call Cody Jones on the list to ask him to replace the wire on the water meter reader. Mr. Akerberg at 65 Petersburg Lane, replaced the failing water meter at his home with a new meter. The executive secretary will check his water meter button to confirm the new water meter is working properly. Steve Sauers will not go to 28 Eisenhower Boulevard, Sunshine Hill, to replace the water meter until the Hofer family advises they have removed the debris from the residence. We will keep this on the list of repairs.
- The 12 grinder pumps have been ordered from Site Specific. Site will call Steve Sauers before attempting to deliver. We expect the delivery later this month per the sales contact at Site.

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

Field Representative's Report

A grease trap report has not been received from Karns Food Store for 2026. The executive secretary will send a letter to the Karns corporate office and copy Murray Weed, Solicitor, to request this report as earlier visits to the store manager have not resulted in receiving a report.
A motion to accept the Field Representative's report was made by Novinger/Keller. The motion passed with unanimous approval.

Engineer's Report

Bryan Leese of Keller Engineering reviewed the written report prepared for October 7, 2026.

- Mid-State Paving work is complete for Phase III water line replacement at Sunshine Hill, except for surface work. Bryan Leese asked the Authority to approve a check for $129,468.82 to Mid-State Paving. Novinger/Upperman made a motion to sign the vendor invoice, as well as print and sign a check with unanimous approval from the Authority.
- A grant for the Cove pump station was awarded to PTMA. The work is expected to start in 2027. Robert Harbold recommends getting the generator and automatic transfer switch on order now because of long lead-times.
- Steve Read, who provides hydrogeologic services for Stone Mill Estates well, will be installing a pump October 8th at the well and running tests the following week.

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

Solicitor's Report

- Murray Weed reviewed the delinquent accounts list. Murray Weed reported, of the 10 delinquent accounts, 4 residents are actively making payments and 6 residents for sewer accounts are on his radar to take legal action.
- Mr. Weed reported the Transitions Healthcare property sale to 25 Cove Road Propco, LLC, closing has been moved out to October 15, 2026. All the documents are being held in escrow per Murray Weed.
- Murray Weed advised that the court ruling for Dollar General/Cocca Development grinder pump court judgement is still not ready.
- Murray Weed spoke of the 1600 State Road property purchase under New Business.

Treasurer's Report

- September vendor invoices total $76,283.65. A motion was made to pay the September bills by Keller/ Mackey. The motion carried.
- The financial reports for August and September were approved, subject to audit, by a motion from Novinger/Keller with unanimous approval from the Authority.

Executive Secretary's Report

- The township property transfer list was included for the Authority to review.
- Grease trap inspections – noted under the field representative's report.
- Computer IT service – still pending.
- Rave emergency call list: the executive secretary is updating phone numbers and adding new homes numbers. Robert Harbold recommends adding a note on the customer sewer/water bills to request phone numbers for new residents.
- Robert Harbold spoke of the PTMA office moving to the mobile trailer during the time of renovations to the 100 Municipal Building. The trailer is located at the parking lot of township office.

PTS Report

John Keller did not give a report.

New Business

- 1600 State Road property. PTMA made an offer to Penn Township to buy the 1600 State Road property and renovate it for a future PTMA office. Novinger/Mackey made a motion to make a formal offer to purchase 1600 State Road for $200,000.00, contingent on any negotiated terms and MOU from the seller, Penn Township, that the Authority would agree. The motion carried with unanimous approval. Murray Weed reviewed the MOU and made these suggestions:
  - An environmental study should be done before purchase.
  - MOU allows 30-day due diligence period to allow the Authority to enter the property to do inspections at will.
  - Paragraph 8 – allow the township to continue to use the property and some portion of it for their use. Murray Weed recommends adding language that delineates the area they get to use or what they will store on the property. Add limits, do not leave this open ended.
  - Paragraph 9 - once the purchase is complete, PTMA will have final decision on when and how the township could use the property.

Later John Keller recanted his vote on the motion because of his involvement as a township supervisor. Murray Weed's official opinion said John Keller would not have a direct conflict but would accept his choice to recant the vote. John Keller asked about insurance for others using property, i.e., parks and rec. CeCe Novinger voiced her concern about storing brine and salt for the roads in the shed, along with township equipment coming on site.

- 2027 budget – tabled until the November 4th meeting because of the expected purchase of 1600 State Road property.
- CeCe Novinger asked about 100 Schoolhouse Road property (David Snyder). The treasurer will contact Debra Shepley, executor of the property, to inquire about plans for the home, rent, or sale. The treasurer confirmed PTMA is still paying the rent on the odor control lot monthly and the sewer invoice for 100 Schoolhouse Road is being paid by Debra Shepley.
- CeCe Novinger requested we donate to the Emergency Medical Services for the use of the DEMS building during the renovation of the 100 Municipal building. CeCe asked the Authority to donate $100 per meeting to DEMS. Upperman/Mackey made a motion to pay $100.00 for every time we meet at the DEMS building. The motion carried.

Old Business

- 200 Schoolhouse Road home renovations – on going.
- 15 Schoolhouse Road rebuild – on going.
- Todd Racey Trailer Park water line replacement – Steve Sauers reported on going.

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

The next PTMA meeting is Wednesday, November 4, 2026, at 1900 (7:00pm) at the DEMS building on Shermanata Drive.

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, Keller/Upperman presented a motion to adjourn the meeting at 2042 (8:42pm). The motion carried with unanimous approval.

Respectfully submitted,
Deb Upperman
PTMA Treasurer/Recording Secretary