

MOUNT PENN BOROUGH MUNICIPAL AUTHORITY

MINUTES

REGULAR MEETING

SEPTEMBER 9, 2026

The regular meeting of the Mount Penn Borough Municipal Authority was held on Wednesday, September 9, 2026, at 7:00 p.m. in the meeting room of the John A. Becker Municipal Building, 200 North 25th Street, Reading, PA 19606.

The regular meeting was called to order at 7:00 p.m. by Chairman Joe Boyle.

The following Board members were also present:

Alfred Worrall, Vice Chairman
Kelly Dudash, Assistant Treasurer
Kevin Blackburn, Treasurer
Troy Goodman, Secretary

Also present were the following:

Christeena Hauck, Office Manager
Mark Merolla, Solicitor
Matt Hauck, Superintendent

BILLING SYSTEM PRESENTATION-

Mark Alleman, representing Caselle, presented the Caselle Citizen Payment Portal, which can be directly integrated with the Authority's accounting/ERP system, allowing real-time posting of utility, permit, and other payments. Ms. Hauck reported that the Authority's current third-party payment processor relationship with the billing software is ending and is recommending the Authority transition to Caselle's portal, noting positive feedback from a neighboring authority that had implemented the system. Mr. Alleman demonstrated the citizen-facing portal, including account setup, one-time payments, autopay enrollment, and paperless billing options, and reviewed two available fee structures: absorbed fees (paid by the Authority) versus convenience fees (passed to the customer). The Board discussed the proposed rate structure of 3.5% (minimum \$2.95) for credit card transactions and \$0.74 per transaction for ACH/electronic check payments and discussed whether to continue absorbing the ACH fee.

MOTION: A motion was made to accept the Caselle proposal and switch payment programs, with the Authority absorbing the ACH/EFT fee (\$0.74 per transaction) and passing the 3.5% convenience fee to customers for credit card transactions. Moved by: Mr. Worrall, Seconded by: Ms. Dudash. VOTE: Motion carried unanimously

AUDIENCE PARTICIPATION-

Richard Wisswesser commented about Saint Lawrence Borough's Solicitors' comments at the Mount Penn Borough Public Hearing and related litigation between Saint Lawrence and the Borough; and questioned a statement allegedly attributed to a board member concerning financial responsibility for main water repairs.

Patty Rose requested an update on petition signatures submitted to Borough Council and on the status of the Borough of Mount Penn conveyance leaseback negotiations.

Debbie Moore questioned the two board members' dual service on Borough Council and the Authority Board, and perceived related conflict-of-interest concerns tied to a Borough Council vote to dissolve/replace the Authority Board.

In response to public comment regarding the conveyance leaseback, Mr. Boyle stated that the Authority Board has never voted or expressed intent to sell or dissolve itself, and that both the Borough and the Authority are each independently developing draft conveyance leaseback language, with a further negotiation session anticipated once drafts are exchanged. Mr. Merolla confirmed that pending capital projects (Crystal Lake, Spook Lane Tank, etc.) continue on a business-as-usual basis.

MINUTES-

Motion to approve the minutes of the July 22, 2026, special meeting was made by Mr. Worrall and seconded by Mr. Blackburn. The motion carried unanimously.

Motion to approve the minutes of August 12, 2026, regular meeting was made by Mr. Goodman, seconded by Mr. Blackburn. The motion carried unanimously.

TREASURER- Kevin Blackburn

APPROVAL OF THE TREASURER'S REPORT FOR AUGUST 2026

MOTION: To approve the Treasurer's Report for August 2026.

Moved by: Mr. Boyle, Seconded by: Mr. Goodman VOTE: Motion carried unanimously.

HEALTH INSURANCE RENEWAL

Mr. Blackburn presented three health benefit options for the coming year: the mapped renewal of the current plan, a zero-deductible option, and a higher-deductible option. The Board discussed the relatively modest cost difference (approximately \$400-500/month) between the current renewal and the zero-deductible option and expressed a preference for the zero-deductible coverage given limited enrollment size.

MOTION: To approve the Highmark Blue Shield PPO Gold Zero-Deductible option for the coming plan year.

Moved by: Mr. Goodman Seconded by: Mr. Blackburn VOTE: Motion carried unanimously.

ENGINEER- Steven Riley

1. Spook Lane Tank

Pay Application No. 10 - DN Tanks, in the amount of \$354,630, reviewed and found accurate, bringing the contract to approximately 76% completion.

MOTION: To approve payment to DN Tanks for Application # 10

Moved by: Mr. Boyle Seconded by: Ms. Dudash VOTE: Motion carried unanimously

Pay Application No. 2 - Kite and Key (electrical contractor), in the amount of \$102,760, reviewed and found accurate, bringing the contract to approximately 79% completion.

MOTION: To approve payment to Kite and Key for Application # 2.

Moved by: Mr. Boyle Seconded by: Mr. Goodman VOTE: Motion carried unanimously.

Mr. Riley reported the new tank has been filled with water; the first bacteriological sample was taken, with a second sample and DEP approval pending before the tank is placed online, anticipated early the following week. DEP conducted an inspection/site visit with minor follow-up items requested. Construction had experienced delays due to rain and a defective section of new ductile iron pipe that failed pressure testing and required re-excavation and replacement. Due to a Fish and Boat Commission permit condition prohibiting in-stream work between October 1 and December 31 (unnamed tributary to the Antietam Creek), the creek realignment and full site restoration will not be completed before the winter and is now expected to begin in January 2027, weather permitting.

2. Neversink Tank Rehabilitation Project - Draft Engineering WO - Design, Permit, and Bid

Mr. Riley reviewed the status of the previously awarded \$330,000 LSA grant (applied for in 2023, awarded December 2024) for the Neversink Tank rehabilitation, and recommended proceeding now with design, permitting, and bidding to allow construction in spring 2027. The Board also discussed sequencing future tank rehabilitation projects (Ridge/St. Lawrence Tank identified as the next priority) and agreed to consider a new LSA grant application for that project at the October meeting (current LSA cycle open through November 30, 2026).

MOTION: To proceed with the engineering work order for design, permitting, and bidding of the Neversink Tank rehabilitation project.

Moved by: Mr. Boyle Seconded by: Ms. Dudash VOTE: Motion carried unanimously.

3. Keystone Proposal for SCADA at Spook Lane Tank

Mr. Riley presented a proposal from Keystone (the Authority's SCADA consultant) for three additions to the Spook Lane Tank SCADA system: an overflow alarm switch, replacement of the pressure-based level sensor with a radar level sensor (to reduce recurring lightning-related equipment losses), and a hatch intrusion alarm switch. Total additional cost is \$12,200, which is expected to be offset by unused line items within the DN Tanks contract, resulting in no net increase to the overall project budget.

MOTION: To approve the additional \$12,200 in SCADA improvements (radar level transmitter, hatch intrusion switch, and overflow switch) for the Spook Lane Tank.

Moved by: Mr. Boyle Seconded by: Ms. Dudash VOTE: Motion carried unanimously.

Oley Turnpike Rd Water Main Update

Mr. Riley reported that the contractor (Wexcon) began construction, has cleared the path and begun pipe laying, and anticipates completing the creek crossing the following week. Work has been coordinated with Sunoco due to a pipeline crossing at the site. The water main required a slight alignment adjustment due to a previously unknown, buried sanitary sewer manhole. The line is anticipated to be in service by the October meeting, with final payment and close-out expected in November.

Crystal Lake - Phase 3 LSA Grant Update

Mr. Riley reported that the Commonwealth Financing Authority is scheduled to meet on September 15, 2026, and may act on last year's pending LSA grant applications, including the Authority's Crystal Lake Phase 3 application.

WATER SYSTEM –Matthew Hauck

Mr. Hauck presented the August maintenance report, including:

- Asphalt repairs were completed at various past main break locations, with several larger locations (Penndale and Parkview Ave. intersection, 800 block of Penndale Ave., and the Carsonia Ave. apron from the prior Hilbert water main project) requiring outside contracting; staff is seeking pricing from Alan Myers to potentially bundle this work.
- Replacement of a rear brake caliper on the F-350 (performed in-house).
- Installation of a 12-inch insert valve at Spook Lane (performed by Bluewater).
- Coordination with Keystone on SCADA integration, including a weekend service call following a 3-day power outage at the Grandview pump station.
- Ongoing shutdown, line flushing, pressure testing, and leak location work related to the tank project.
- Safety meeting was held regarding the chlorine/sodium hypochlorite tanks.

Mr. Hauck further reported that well water levels remain below normal, consistent with prior years, and noted that a similar approximately 3-month shutdown of PA American Water wells (October through March) in the prior year had allowed measurable aquifer recovery; the Board discussed possibly repeating a seasonal shutdown (December through March) and directed staff to monitor levels and revisit the topic at a future meeting, with informal advance notice to PA American Water.

SOLICITOR- Mark Merolla
No Report.

BUSINESS OFFICE- Christeena Hauck

Ms. Hauck reported shut-off for non-payment will be the week of September 14th. The staff will send reminder emails and texts on the preceeding day.

SOURCE WATER PROTECTION- Joe Boyle

Lake Update

Mr. Boyle reported that a pre-construction meeting with contractor Flyway is scheduled for September 14, 2026, at 3:15 p.m. at the lake. Flyway is finishing work at the Egleman's park site and expects to transition to Carsonia Park within approximately ten days. A meeting was held August 21, 2026, with Senator Judy Schwank and Spencer Thornburg. Disposal logistics still to be determined for vegetation within the constructed wetland. Substantial completion of this phase is anticipated by the second week of November, weather permitting. Two Phase 3 LSA grant applications remain pending, with decisions anticipated in September and November, respectively.

BOROUGH OF MOUNT PENN

No Report.

UNFINISHED BUSINESS

No Report

NEW BUSINESS

Mr. Boyle reported correspondence had been received from Solicitor Michael Gill regarding litigation between the Borough of Mount Penn and the Authority and stated that an executive session would be required to discuss the matter.

Mr. Goodman and Ms. Dudash recused themselves from the Executive session due to a conflict of interest.

Executive Session was called at 8:34 p.m. Regular Session resumed at 8:50 p.m.

No action was taken.

The motion was made by Mr. Boyle, seconded by Mr. Worrall, to adjourn the meeting at 8:50 p.m. All were in favor.

The next meeting will be held on Wednesday, October 14, 2026, at 7:00 p.m.

Respectfully submitted,

Christeena Hauck

Christeena Hauck

Business Office Manager