



PENN TOWNSHIP BOARD OF SUPERVISORS

100 Municipal Building Road

Duncannon, PA 17020-1100

Township Office 834-5281

Fax 834-6854

E-Mail: penntwp6@ptd.net

Henry A. Holman, III

Karen Potteiger

Clifford Lindgren

MINUTES OF MAY 29, 2024

The Penn Township Board of Supervisors (PTS) met on Wednesday May 29, 2024 at 7:00 p.m. in the Municipal Building to conduct their regularly scheduled meeting. Chairman Henry A. Holman, III, Vice Chairman Karen Potteiger, and Supervisor Clifford Lindgren attended. Other personnel present were Secretary Helen Klinepeter (hereinafter referred to as Secretary), Ann Delancey (hereinafter referred to as Treasurer), and Mike O'Connor (hereinafter referred to as Solicitor). A list of visitors attending is on file in the Township Office. Chairman Holman convened the meeting with the Pledge of Allegiance to the Flag and a moment of silence. The meeting was recorded to aid in the preparation of the minutes.

EXECUTIVE SESSION ANNOUNCEMENT –Chairman announced that there was an executive session on May 29, 2024 for legal advice.

VISITORS

Joyce Hand – Mrs. Hand asked to talk at a later date.

Babs Curran Senior Center - Stanley Mutzabaugh reviewed the storage and dates and times for the usage of the room. Secretary reported that the Church and Daycare has no problem with the storage area and times. Upon a Potteiger/Lindgren motion, to allow the Silver Sneakers of the Babs Curran Senior Center to rent the large room on a six-month lease for Mondays and Fridays from 12:30 to 3:00 p.m. with setup and cleanup times. The cost would be \$50.00 per month.

Harry Hamilton – Mr. Hamilton thanked the Supervisor for releasing the building permit for 10 Hill Road. Mr. Hamilton went over the process of getting the permit issued. Mr. Holman stated that procedures are being created to a control structure in the office.



PENN TOWNSHIP BOARD OF SUPERVISORS

100 Municipal Building Road

Duncannon, PA 17020-1100

Township Office 834-5281

Fax 834-6854

E-Mail: penntwp6@ptd.net

Henry A. Holman, III

Karen Potteiger

Clifford Lindgren

MINUTES OF MAY 29, 2024

Garam Farhat – Mr. Farhat offered his opinion regarding the Cease-and-Desist orders with the difference between Hamilton's and his. Mr. Farhat asked what the penalty would be if he defied the Cease and Desist. Solicitor told him the board would follow the ordinance.

Mr. Farhat stated that he would like to buy Kings Inn and asked what he would be allowed to do with the property. The storage of equipment and possible stockpiling millings and topsoil. Mr. Holman offered that Mr. Farhat should submit for a Zoning Use Determination.

Janet Colborn – Mrs. Colborn asked what the procedure is for a building permit was. The process was explained. The second question was could anyone build a structure and then put in a permit. The Solicitor stated that in this case the structure was built within the guidelines of the Zoning Ordinance. The third question happens if the builder builds somewhere other what is on the permit. Solicitor offered that the violation would fall on to the owner of the property.

Mrs. Colborn offered that it seems that the board seems to have wanted this outcome with any admonishment.

Ken Colborn – Mr. Colborn offered asked if the structure was built in the correct place on the first permit. Solicitor stated no.

Mr. Colborn asked if the first permit was presented correctly. Mrs. Potteiger stated it was not. The permit was revoked. Mr. Holman offered that changes were made in house.

Mr. Colborn asked if construction was done after the Cease-and-Desist-Order and what is the repercussion. This matter is being dealt with and is an outstanding issue.



PENN TOWNSHIP BOARD OF SUPERVISORS

100 Municipal Building Road

Duncannon, PA 17020-1100

Township Office 834-5281

Fax 834-6854

E-Mail: penntwp6@ptd.net

Henry A. Holman, III

Karen Potteiger

Clifford Lindgren

MINUTES OF MAY 29, 2024

INVOICES AND EXPENDITURES – Upon a Potteiger/Lindgren motion, the PTS voted unanimously to accept the Invoice and expenditures and to pay \$7,417.96 to the Duncannon Fire Company for the difference in 2023 Fire Tax excess revenue.

TREASURER

Treasurer submitted the Treasurer's Report. Upon a Potteiger/Lindgren motion, the PTS voted unanimously to accept the Treasurer Report/Invoice subject to audit.

MINUTES – The minutes of March 27, 2024 Conditional Use Hearing, March 27, 2024, April 24, 2024, and April 27, 2024 Traffic Study were presented. Upon a Potteiger/Lindgren motion, the PTS voted to approve the March 27 Conditional Use Hearing and March 27 2024 minutes.

Upon on a Potteiger/Lindgren motion, the PTS voted to approve the April 24, 2024 and April 27, 2024.

HIGHWAY DEPARTMENT – The Highway Report was accepted.

Part-Time Employee – Upon a Holman/Potteiger motion the PTS voted to hire Richard Knuth for 15.00 per hour as a part-time employee back dated to May 3, 2024. There will be a 30-day evaluation.

Contracts

2024 Paving Project – Upon a Lindgren/Potteiger motion to approve the contact from Glenn O'Hawbaker in the amount of \$419,490.00.

Survey- Mr. Holman offered that he had received two quotes for the survey of Schoolhouse Road. Upon on Potteiger/Lindgren motion, the PTS voted



PENN TOWNSHIP BOARD OF SUPERVISORS

100 Municipal Building Road
Duncannon, PA 17020-1100
Township Office 834-5281
Fax 834-6854
E-Mail: penntwp6@ptd.net

Henry A. Holman, III

Karen Potteiger

Clifford Lindgren

MINUTES OF MAY 29, 2024

unanimously to appoint Act One & Associates to perform the survey for the amount of \$4,400.00. Mr. Farhat asked what the survey was for. Mr. Holman offered that the survey is to note where all the property pins were located.

FIRE COMMITTEE - The meeting was May 28, 2024. The new webpage was discussed. The fire company is looking to get a loan for the building project. The next meeting is June 25, 2024.

EMS – Kraig Nace presented the call volumes.

EMERGENCY MANAGEMENT – No report.

PENN TOWNSHIP PARK AND RECREATION BOARD – The Park and Recreation Report was presented.

PLANNING COMMISSION

First Energy – Secretary presented the Chapter 105 General Permit for information.

Stormwater Ordinance – The Planning Commission would like the PTS to review and comment on the Ordinance.

Art Dalla Piazza - Mr. Dalla Piazza talked about having alternate members for the Planning Commission. It was suggested that the request to be presented to the Board.



PENN TOWNSHIP BOARD OF SUPERVISORS

100 Municipal Building Road

Duncannon, PA 17020-1100

Township Office 834-5281

Fax 834-6854

E-Mail: penntwp6@ptd.net

Henry A. Holman, III

Karen Potteiger

Clifford Lindgren

MINUTES OF MAY 29, 2024

ENGINEER REPORT – The report has been presented.

SOLICITOR REPORT - Solicitor submitted his written report.

151 Cove Road - Mr. Holman stated that the commercial equipment has been leaving. Mr. Farhat stated that the trailer and equipment are for tools that are for repairs in the house.

ZONING REPORT – The zoning report was presented.

Resignation – Secretary presented the resignation of the Zoning Officer.

Alternate to Zoning Hearing Board – Upon a Potteiger/Lindgren motion, the PTS voted unanimously to appoint Jackie Mackey to the Zoning Hearing Board.

SEWAGE ENFORCEMENT REPORT – The report was presented.

PENN TOWNSHIP MUNICIPAL AUTHORITY – Secretary presented the 2022 audit for the Municipal Authority. Secretary presented the connection for the property on Schoolhouse Road.

CODES– No Report.

SECRETARY REPORT

Precious Little Angels Daycare – Secretary presented the Contract for this year. They are asking for Fridays in June and July. Upon on Potteiger/Holman motion, the PTS voted unanimously to accept the contract for \$700.00 for the year.

Perry County Association of Township Officials – Secretary stated that



PENN TOWNSHIP BOARD OF SUPERVISORS
100 Municipal Building Road
Duncannon, PA 17020-1100
Township Office 834-5281
Fax 834-6854
E-Mail: penntwp6@ptd.net

Henry A. Holman, III

Karen Potteiger

Clifford Lindgren

MINUTES OF MAY 29, 2024

she needed to know who would like to go to the County Convention on September 14, 2024. Mr. Holman, Jen Blouch, Helen Klinepeter would like to go.

Permit Report – The report has been submitted.

CORRESPONDENCE – The Perry County Conservation[sent the Longenecker Hatchery NPDES termination.

Mr. Holman offered that the Stormwater Management Ordinance has not been managed.

NEW BUSINESS

Budget – Secretary asked for a budget date for July. The PTS has set a date of July 16, 2024 at 6:00 p.m.

ADDITIONS TO THE AGENDA – No Additions

ADJOURNMENT – Upon a Potteiger/Lindgren motion, the PTS voted unanimously to adjourn at 8:54 p.m.

Respectfully Submitted,

Helen Klinepeter
Secretary