



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 June 26, 2024

The Penn Township Board of Supervisors (PTS) met on Wednesday June 26, 2024 at 7:00 p.m. in the Municipal Building to conduct their regularly scheduled meeting. Vice Chairman Karen Potteiger, and Supervisor Clifford Lindgren attended. Other personnel present were Secretary Helen Klinepeter (hereinafter referred to as Secretary), and Mike O'Connor (hereinafter referred to as Solicitor). A list of visitors attending is on file in the Township Office. Vice-Chairman Potteiger 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 – Vice-Chairman announced that there was an executive session on June 26, 2024 for information.

VISITORS

Jeffrey Haldeman – Mr. Haldeman stated that he received a letter concerning his property. Mr. Haldeman offered that the trailers are for seasonal storage. Mr. Haldeman stated that he is getting a survey done to find all the pins. The letter stated that he would like to get a Zoning use permit. Secretary supplied him with the application.

Janet Colborn – Mrs. Colborn stated that she had questions concerning the process of township business. Mrs. Colborn stated that in order for the Township to conduct business a vote is needed. Mrs. Colborn asked if a motion is needed to be made concerning the permit. Solicitor stated no. There were conditions that were stated in an open meeting and placed on the permits. Mr. Lindgren offered that the Board does not vote on permits.

Mrs. Colborn offered that Mrs. Potteiger asked if a motion was needed to be made. Solicitor stated that Mrs. Potteiger's question was concerning the Cease and Deist Order and the violation of the order, and that he had to research what could legally be done.



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Mrs. Colborn asked if a fine was presented. Mrs. Potteiger stated that the Secretary could provide a copy of the documentation.

Mrs. Colborn stated that during discussion the term family use was stated but on the permit is states recreational use. Mrs. Colborn asked if the Board was content with the term recreational use. The Board replied in the affirmative.

Mrs. Colborn asked about violations and that she received phone calls regarding vehicles crossing the grass to get to the pavilion and asked if there would be an investigation. Mrs. Potteiger offered that all complaints are investigated and if there is a violation it should be dealt with.

Harry Hamilton offered that they were moving the bulldozer off the hill and could not make that turn. Solicitor stated that this matter will be looked into.

INVOICES AND EXPENDITURES – Upon a Lindgren/Potteiger motion, the PTS voted unanimously to accept the Invoice and expenditures.

TREASURER

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

MINUTES – The minutes May 29, 2024 were tabled.

HIGHWAY DEPARTMENT – The Highway Report was accepted.



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FIRE COMMITTEE – The next meeting is July 30, 2024. The Committee discussed the firehouse building. It was noted that the 990's for 2022 and 2023 were not completed. Due to the meeting having to be concluded early another meeting will be scheduled.

EMS – No Report

EMERGENCY MANAGEMENT – No report.

PENN TOWNSHIP PARK AND RECREATION BOARD – The Park and Recreation Report was presented. The Senior Lunch is scheduled for July 11th.

PLANNING COMMISSION

Alternate Planning Commission Members – Secretary presented the resolution creating the position of Alternate Planning Commission Members. Upon a Lindgren/Potteiger motion, the PTS voted unanimously to adopt the Resolution to create no more than three alternates.

Alternate Member – Secretary presented the recommendation to appoint Jessica Bryington. Upon a Lindgren/Potteiger motion to appoint Jessica Bryington for a term of five years.

ENGINEER REPORT – The report has been presented.

SOLICITOR REPORT - Solicitor submitted his written report.

Hamilton Fine – Secretary offered that the consensus of the fine for the Hamilton Cease and Desist needed to be ratified. Upon a Lindgren/Potteiger motion, the PTS voted unanimously to ratify the fine of One Hundred and Fifty Dollars for the Hamilton Cease and Desist.



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ZONING REPORT – The zoning report was presented.

Zoning Officer Appointment – Secretary presented the Request for Proposal for Barry Isett and Associates. Upon a Potteiger/Lindgren motion, the PTS voted unanimously to appoint Barry Isett and Associates as the Zoning Officer for the rest of 2024.

Longenecker Hatchery Zoning Variance – Secretary informed the Board the hearing is concerning the setback of a sign they wished to install. Secretary presented the Planning Commission recommendation to be a party to the Hearing. The PTS stated that they would like to be a party to the Hearing.

SEWAGE ENFORCEMENT REPORT – The report was presented.

Sewage Officer Appointment - Secretary presented the Request for Proposal for Juniata Sewage Committee. Secretary explained that there is a \$1000.00 escrow for the Township. This escrow would cover any issues that the Township would send the SEO to investigate. The applicant would pay the fee directly to Juniata Sewage Committee. This would save some time and paperwork for the office staff. Upon a Lindgren/Potteiger motion, the PTS voted unanimously to appoint Juniata Sewage Committee as the Sewage Enforcement Officer for the rest of 2024.

PENN TOWNSHIP MUNICIPAL AUTHORITY – No Report

CODES– Report was submitted.



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SECRETARY REPORT

Babs Curran Senior Center – Secretary informed the Board that the Senior Center is still looking at contracts and will let us know as soon as possible.

PA1Call Meeting with Fiber Optics – Secretary informed the Board of the Fiber Optics meeting and the location of the work taking place.

Permit Report – The report has been submitted.

CORRESPONDENCE

Perry County Hazard Mitigation Plan – The Secretary presented the Hazard Mitigation Plan and requested any comments.

Mona Klobe Complaint – Secretary has presented a complaint from Ms. Klobe concerning the work being done on Schoolhouse Road. This has been presented to the Road Master.

NEW BUSINESS

Budget – Secretary informed the Board the budget meeting date has been set July 16, 2024 at 6:00 p.m.

Newsletter – Secretary stated that she needs articles for the Newsletter by August 9, 2024.

ADDITIONS TO THE AGENDA – No Additions



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Elaine Staley_— Ms. Staley asked for clarification on Recreational Use. Solicitor responded it is defined in the Zoning Ordinance and if there is a complaint made the matter will be investigated.

ADJOURNMENT – Upon a Lindgren/Potteiger motion, the PTS voted unanimously to adjourn at 7:55 p.m.

Respectfully Submitted,

Helen Klinepeter
Secretary