



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 27 2023

The Penn Township Board of Supervisors (PTS) met on Tuesday, June 27, 2023 at 7:00 p.m. in the Municipal Building to conduct their regularly scheduled meeting. Chairman Henry A. Holman, III, Vice Chairman, Clifford Lindgren and Supervisor Karen Potteiger by phone were present. Other personnel present were Secretary Helen Klinepeter (hereinafter referred to as Secretary), Ann Delancey (hereinafter referred to as Treasurer) and Michael O'Conner (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 June 27, 2023 for information.

VISITORS

Randy Wagner, County Assessor - Mr. Wagner explained that the County will be going around performing a 10-year reassessment.

Mr. Wagner explained that this is a turnkey operation. The County entered in to a contract with Vision Data to do the fact findings. Mr. Wagner handed out paperwork on the assessment. Mr. Wagner explained the people coming around will ask some questions and take pictures of the structure and measurements of the structures.

Mr. Garry Raub asked if the assessment will affect Clean and Green. Mr. Wagner offered that it would only affect the Fair Market Value.

INVOICES AND EXPENDITURES – Treasurer presented the Invoice and Expenditure Reports, upon a Holman/Lindgren motion, the PTS voted unanimously to conditionally accept the Invoice and expenditures.



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 27 2023

TREASURER- Treasurer presented the Treasurer Reports, upon a Potteiger/Lindgren motion, the PTS voted unanimously to conditionally accept the Treasurer Report/Invoice and expenditures subject to audit.

.MINUTES – Upon a Holman/Potteiger motion, the PTS voted to accept the May 31, 2023 minutes.

HIGHWAY DEPARTMENT – The Highway Report was accepted upon on Holman/Potteiger motion. Mr. Holman/Potteiger offered that mowing was completed and that the culvert on Creek Road was repaired.

Part-Time Employee - Secretary informed the Board that a consensus was made to hire Paul Krick and a motion was needed to ratify the decision. Upon a Lindgren/Potteiger motion, the PTS voted unanimously to hire Paul Krick as a part-time highway laborer.

FIRE COMMITTEE

Mr. Lindgren offered the Committee to meet on June 26th. Mr. Lindgren offered that the Fire Company would like to have a common meeting for all the municipalities to cut down the number of meetings.

Mr. Lindgren offered that the Fire Company would put in the contract to have payments in April/May, November, and in the first quarter of the new year to close out the prior year.

Mr. Lindgren offered that the Fire Company would like a payout for the mortgage on the SR274 fire house. Mr. Holman asked how the money was designated for payment to the Fire Company. Secretary stated that the first payment is to fire company's general fund and the second payment of \$25,000 of it is to go toward the mortgage of the fire station and the rest to general fund.

The next meeting is tentatively July 25, at 7:00 p.m. at the Duncannon Fire Company.



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 27 2023

EMS – The Financial report has been submitted.

EMERGENCY MANAGEMENT

We had a lack of communication for calls.

PENN TOWNSHIP PARK AND RECREATION BOARD

Mrs. Tilkens asked if the Board received the bullet points for the park contract. There were 27 people at the senior lunch.

PLANNING COMMISSION

Gary Forsyth – This plan is to replace a home in the Floodplain along Fritz Drive. Upon a Lindgren/Potteiger voted unanimously to recommend approval of the Gary Forsyth Floodplain Application contingent upon a note being placed on the plan stating that the if the septic system failed a small flow treatment facility would need to be implemented.

Garry Raub Subdivision Plan –Upon a Lindgren/Potteiger motion, the PTPC voted unanimously to recommend approval of the Gary Raub Plan contingent upon the Note 21 is removed from the zoning designation be changed to Agricultural/Rural.

The Nature Conservancy – Secretary presented the Time Extension request. Upon a Holman/Lindgren, the PTPC voted unanimously to recommend the approval of the Time Extension until September 27, 2023 for the purpose of acting upon and/or reviewing The Nature Conservancy Plan.

ENGINEER REPORT – No Report.

SOLICITOR REPORT - Solicitor offered that he will be working on the contract for the park. Solicitor stated that he will be continuing to research other matters.



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 27 2023

ZONING REPORT – No Report.

SEWAGE ENFORCEMENT REPORT – No Report.

PENN TOWNSHIP MUNICIPAL AUTHORITY (PTMA) – Secretary presented the letter from the Municipal Authority will pay for the RAVE program and allow the Supervisors to piggyback off them.

CODES– No Report.

SECRETARY'S REPORT

Slyvester Services – The recycling bin is being used and working very well. There is little to no garbage being put into it. Slyvester's is asking if we would like to sell the bags in the office. The bags are \$4.00 per bag. We would receive \$0.25. Upon a Holman/Potteiger motion, the PTS voted to get 50 bags.

Permit Report – The report was submitted.

CORRESPONDENCE

Road Maintenance Workshop – Secretary presented the workshop information and asked if any on wanted to attend. Mr. Holman expressed interest.

OLD BUSINESS

County Convention – Secretary presented the County Convention flyer and asked who wanted to attend. Mr. Lindgren, Mr. Thompson, Mrs. Novinger, The Planning Commission, and the Zoning Hearing Board to attend the convention.

Fall Newsletter – Secretary asked for articles by September 4, 2023.

NEW BUSINESS

Budget Date - Secretary requested a budget date. The PTS agreed to meet on July 10, 2023.



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 27 2023

ADDITIONS TO THE AGENDA – There were no additions to the agenda.

ADJOURNMENT – Upon a Potteiger/Lindgren, the PTS voted unanimously to adjourn at 8:24 p.m.

Respectfully Submitted,

Helen Klinepeter
Secretary