



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 July 26 2023

p The Penn Township Board of Supervisors (PTS) met on Wednesday, July 26, 2023 at 7:00 p.m. in the Municipal Building to conduct their regularly scheduled meeting. Vice Chairman, Clifford Lindgren and Supervisor Karen Potteiger. Other personnel present were 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. Vice-Chairman Lindgren 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 July 10, 2023 and July 25, 2023 for personnel and information.

VISITORS – All visitors were acknowledged.

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

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 – The minutes were tabled.

HIGHWAY DEPARTMENT – The Highway Report was accepted upon on Lindgren/Potteiger motion. Secretary offered that the Creek Road paving project would start with a tentative date of the beginning of August. E-3 oil is to be delivered tomorrow. Mrs. Potteiger stated that there was a thirty-day evaluation of Paul Krick done.



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 July 26 2023

FIRE COMMITTEE

Mr. Lindgren offered that the meeting was cancelled but he talked to Mr. Worner. Solicitor offered that the contract should have the payments stated. The extra monies in the office will be paid next year. There was discussion on the payoff of the SR 274 fire house. Mr. Worner asked about the lid for the dry hydrant on the Linton Hill Bridge and about the hydrant on Sunshine Hills.

Secretary submitted the invoice to reimburse the tax collector fee for the 2nd quarter. Upon a Potteiger/Lindgren motion, the PTS voted unanimously to pay the invoice of \$292.26.

EMS – Kraig Nace offered that he sent information to Mrs. Potteiger and just received the other information to forward. Mr. Nace presented the report on the quarter runs.

EMERGENCY MANAGEMENT - No Report

PENN TOWNSHIP PARK AND RECREATION BOARD

The Report was submitted. The fall ball schedule was requested. Craft Sale is coming up. Mrs. Potteiger stated that a request for the horseshoe pits came in.

VISITOR

Ben Smith – Barnett Mountain – Mr. Smith offered that he was purchasing the mountain and the “recycling” lot. Mr. Smith asked how the injunction could be removed. Solicitor offered that the injunction is regarding Stormwater. Mr. Smith offered that he would like to finish the subdivision. Mr. Smith offered that the proposed use of the lower lot would be to have some cows and his equipment and supplies. Mr. Smith has also been working with DEP to provide a plan for the property. Mr. Smith is working with Roger Watson on the plan. Mrs. Potteiger offered that the plans would have to be redone. Solicitor would need to be able to contact Mr. Smith and his lawyer on this injunction 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 July 26 2023

PLANNING COMMISSION – No Report.

ENGINEER REPORT – No Report.

SOLICITOR REPORT - Solicitor is working on the Fire Contract, has been working on permitting issue, and the Park and Recreation Park contract.

Duncannon Fire Company Variance Request – Secretary presented the variance request for a shed. The Planning Commission recommended that the Supervisors did not have to attend.

The Fire Company has requested the waiver of the fees for the Zoning Hearing Board. Upon a Lindgren/Potteiger motion, The PTS stated that the fees will be received from the fire tax.

ZONING REPORT – The zoning report was presented.

SEWAGE ENFORCEMENT REPORT – The report was presented.

PENN TOWNSHIP MUNICIPAL AUTHORITY (PTMA) – Secretary presented the delinquent list.

CODES– Reviewed the report.

CORRESPONDENCE

Marsteller letter. After discussion, the Solicitor was to respond to the letter.

SECRETARY REPORT

ARPA Grant – Secretary offered that the money needs to be designated for spending. Upon a Lindgren/Potteiger motion, the grant money was designated to be spent on the Creek Road/Linton Hill Road Paving project.



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 July 26 2023

PERMIT REPORT – The report was submitted.

OLD BUSINESS

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 August 15, 2023.

Personnel – Upon a Potteiger/Lindgren motion to give a pay increase to Paul Krick a \$0.35 per hour back dated to June 20, 2023.

Upon a Lindgren/Potteiger motion, the PTS voted unanimously to hire Jennifer Blouch and Breanna Barrick at \$16.50 per hour for the Part-time office assistance with a 30-day and 90-day evaluation.

Upon a Lindgren/Potteiger motion, the PTS voted unanimously to give Ann Delancey a raise to \$18.00 back dated until January 1, 2023.

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

ADJOURNMENT – Upon a Lindgren/Potteiger motion, the PTS voted unanimously to adjourn at 8:10 p.m.

Respectfully Submitted,

Helen Klinepeter
Secretary