



## 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 AUGUST 30, 2023

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The Penn Township Board of Supervisors (PTS) met on Wednesday, August 30, 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. 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. 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 August 30, 2023 for personnel and information.

#### **VISITORS**

**Robin Vorous** - Mrs. Vorous offered that she was here to answer questions regarding the health insurance quotes. Mrs. Potteiger offered that there are two plans, one costs less, and one seems to have better offers. Mrs. Vorous offered that the higher cost is the same plan the Township has now. The second plan has a different prescription plan with a \$250 deductible. The co—pays are higher. The only problem with that plan is the less drugs are offered than the current plan. The third option that is listed is identical to the current plan but you have to go to an in-network doctor.

**Henry A. Holman, II** - Mr. Holman offered that the Supervisors should stand by our ordinances. Mr. Holman offered that the Hamilton Building Permit should not have been issued. Township Employees try their best to do their jobs and sometimes make mistakes. When Mr. Holman was a Supervisor, he had to send a prior employee to prison and another resident built a house without a permit in the floodplain. The Board issued a cease and desist letter as per the Solicitor and ended up tearing down the house.



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Mr. Holman informed the Board of the time a developer sued him for his land. Mr. Holman concluded that he will be following this issue.

**John Keller** – Mr. Keller expressed his concerns about his neighbor having a refrigerator on his trailer when the doors were still on it. Secretary informed the Board that Mr. Klase talked to the resident. Mr. Keller offered that he complied for a while, then went back to it. Mr. Keller asked if there was an ordinance. Secretary stated that the closest thing was the nuisance ordinance. The Board stated that Mr. Klase will contact the resident again and to proceed with a paper trail for the State Police. This matter is more a state issue.

Mr. Keller offered another issue concerning parking in the middle of the street and blocking the school buses. The secretary has directed this to Mr. Klase.

**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 of July 10, 2023 were presented. Upon a Potteiger/Lindgren motion to approve the July 10, 2023 minutes. The other minutes were tabled.

**HIGHWAY DEPARTMENT** – The Highway Report was accepted upon on Lindgren/Potteiger motion.

**Personnel** – Mr. Holman offered that Paul Krick was promoted from part-time to full-time. Mrs. Potteiger stated that he is doing a good job. Upon a Potteiger/Lindgren motion the Board would like to give George McKelvey a \$0.25



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raise back dated until July 1, 2023. Upon a Potteiger/Lindgren motion, the Board would like to give Paul Krick a \$0.25 raise back dated until August 21, 2023

**Line Painting** – Mr. Holman has a quote for line painting. Mr. Holman is asking for an approval to spend no more than \$5,000. The line painting will be on Creek Road, Upper Linton Hill Road, Schoolhouse Road from the School to the Tea room, and Butchershop Road from Hoffman Road to SR 849. Upon on Holman/Potteiger motion, the PTS voted unanimously to agree for no more than \$5,000.00.

The Highway Report was presented.

**FIRE COMMITTEE** – Secretary offered that the next meeting is September 19, 2023 and Mr. Holman is scheduled to attend.

**EMS** – Kraig Nace was told that the tree is being taken care of. Mr. Nace informed the Board of the status of the shed.

**EMERGENCY MANAGEMENT** - No Report

**PENN TOWNSHIP PARK AND RECREATION BOARD** – The Report was submitted.

**PLANNING COMMISSION** – Secretary offered that the Planning Commission will be reviewing the Solar portion of the Zoning Ordinance.

**ENGINEER REPORT** – No Report.

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



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**ZONING REPORT** – The zoning report was presented.

**Karns Zoning Hearing Board** - - Secretary presented the Karns Zoning Hearing Board. The Planning Commission offer that the Supervisors should be a party to the hearing.

**Conroy Zoning Hearing Board** - Secretary presented the Conroy Zoning Hearing Board. The Planning Commission offer that the Supervisors should not be a party to the hearing.

**SEWAGE ENFORCEMENT REPORT** – The report was presented.

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

**CODES**– Reviewed the report.

### SECRETARY REPORT

**Refund of Taxes** – Secretary offered that County has a refund due to clerical error. The Township portion of the refund would be \$172.32. Upon a Lindgren/Holman motion, the Board voted unanimously to refund the Sharon K. Crumes Estate \$172.32 .

**Evaluation** – Secretary stated that there is a 30-day and 90-day evaluation. The board offered September 15 at 11:30 a.m.

**Insurance** – Upon a Potteiger/Lindgren motion, the Board voted unanimously to approve Capital Blue Cross Silver PPO/5000 for the medical insurance with the employees paying 4 percent of the cost. Highmark Blue Shield for vision insurance. United Concordia for dental insurance.

**Fall Clean-up** – Secretary asked for the bids to be mailed for the Fall Clean-up.



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Upon a Potteiger/Lindgren motion, the PTS authorized the bids to be mailed.

**Tax collector Request** – The tax collector asked if a locked drop box could be placed at the Township Building. Mr. Thompson has concerns regarding traffic at his new residence on SR 11/15. After discussion, the Board of Supervisors offered that the tax collector should get a PO Box.

**Codification** – This was started in August of 2021 and more Ordinances are needed. Secretary questioned where the Board wished to continue this process. Secretary was directed to send the ordinances needed.

**PERMIT REPORT** – The report was submitted.

### CORRESPONDENCE

**2023 Roadway Management Conference** – Secretary presented the conference information.

**Perry County Association of Township Officials** - Secretary presented the draft revised by laws.

### OLD BUSINESS

**Fall Newsletter** – Secretary asked that the articles be reviewed by September 8, 2023.

### NEW BUSINESS

**Budget Date** - The PTS agreed to meet on September 25, 2023.

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



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**ADJOURNMENT** – Upon a Lindgren/Potteiger motion, the PTS voted unanimously to adjourn at 9:28 p.m.

Respectfully Submitted,

Helen Klinepeter  
Secretary