



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 JANUARY 25, 2023

The Penn Township Board of Supervisors (PTS) met on Wednesday, January 25, 2023 at 7:00 p.m. in the Municipal Building to conduct their regularly scheduled meeting. Chairman Henry A. Holman, III, Vice Chairman Karen Potteiger by phone and Supervisor Clifford Lindgren attended. Other personnel present were Secretary Helen Klinepeter (hereinafter referred to as Secretary), Ann Delancey (hereinafter referred to as Treasure) 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 January 25, 2023.

VISITORS – All visitors were acknowledged.

TREASURER AND INVOICES AND EXPENDITURES – Treasurer presented the Treasurer Reports and stated that we received the invoice for a payment for the Bridge Inspector (TRC_ for \$5,266.95. This invoice is part of the report. Mr. Holman explained that the DPM bill is for two months and that the bills are not coming monthly. Upon a Holman/Potteiger motion, the PTS voted unanimously to conditionally accept the Treasurer Report subject to audit and to add the TRC bill to the January Report.

.MINUTES –, Upon a Lindgren/Holman motion to accept the September 28, 2022 and October 26, 2022 minutes.

HIGHWAY DEPARTMENT – The Highway Report was accepted.



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 JANUARY 25, 2023

Traffic Study – Mr. Holman offered that the traffic studies for Creek and Linton Hill Road have returned. After discussion and upon a Lindgren/Holman motion, the PTS voted unanimously to place the speed limit for Creek Road as one speed limit of 35 mph, and to place the speed limit for Linton Hill Road of 30 mph. Along with the motion for the ordinances to be advertised for adoption. Secretary was directed to contact Wheatfield Township if they have a speed limit ordinance for their portion of Linton Hill Road.

Road Survey – Mr. Holman asked for a date for a Road Survey.

FIRE COMMITTEE

Mrs. Potteiger informed the PTS that the Fire Committee was re-scheduled for next month on February 24th.

An invitation to Duncannon Fire Company's annual business casual banquet on March 25, 2023 was extended.

Secretary presented the invoice for payment of the Tax Collector wage. Upon a Lindgren/Holman motion, the PTS voted to transfer the money from the Fire Tax Fund to the General Fund in the amount of \$5,238.55.

EMS – No Report.

PENN TOWNSHIP PARK AND RECREATION BOARD

Secretary offered that the Park and Recreation will be talking about a memorial bench for Jim Renner. Secretary asked if the Supervisors would like to purchase a plaque for Jim Renner. The PTS stated that they would pay for the plaque.

Mr. Holman offered that he is looking for BBQ Tickets.



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 JANUARY 25, 2023

PLANNING COMMISSION

Picture Perry Comprehensive Plan – Secretary presented the letter from the Planning Commission asking some comments being forwarded. The items of concern are as follows:

1. Penn Township Comprehensive Plan should be changed to reflect that the Plan was updated in 2013.
2. The table that lists the different regulations in a municipality needs to list the Ordinances that Penn Township has.

Upon a Lindgren/Holman motion, the PTS voted unanimously to the comments to the County Planning Commission.

ENGINEER REPORT – No Report.

SOLICITOR REPORT - No Report.

ZONING REPORT – The report for December was presented.

APPOINTMENT - Secretary informed the PTS that the Zoning Hearing Board recommended the appointment of David Clark for a term of four years. Upon a Holman/Potteiger motion, the PTS voted unanimously to appoint David Clark for a four-year term to the Zoning Hearing Board.

SEWAGE ENFORCEMENT REPORT – The report for January was presented.



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 JANUARY 25, 2023

PENN TOWNSHIP MUNICIPAL AUTHORITY (PTMA)

Mr. Holman gave an update on the water system is working nicely.

CODES – Secretary presented the January report.

Secretary presented the letter recommending the Appointment of William Sheibley for a term of three years. Upon a Holman/Lindgren motion, the PTS voted unanimously to appoint William Sheibley for a three-year term to the Uniform Construction Code Board of Appeals.

ORI Training - Secretary informed the PTS that there has been a change in the rules for running vehicle checks. Mr. Klase is taking the class right now and is looking to get his fingerprints completed.

SECRETARY'S REPORT

Boots Policy – Secretary presented the boot policy change as put into the budget. The new policy is in need of being adopted. Upon a Holman/Lindgren motion, the PTS voted unanimously to amend the Boot Policy, Resolution 2023-05, to be \$125.00 reimbursement, per employee, per year.

BIU Contract – Secretary informed the PTS that the BIU contract now covers the inspection of the main of the water and sewer. Mr. Holman gave some history of the matter. Upon a Holman/Lindgren motion, the PTS voted unanimously to award the Building Inspection contract for the 2023.

MyGOVText – Secretary offered that Swiftreach does not have the texting capabilities. Mr. Cory Stone offered that there is a program that the



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 JANUARY 25, 2023

County uses. He is obtaining quotes for Everbridge.

Newsletter – Secretary is requesting articles to be presented by February 10, 2023.

Permit Report – No Report.

CORRESPONDENCE

John Gerner e-mail – Secretary presented the e-mail from Mr. John Gerner regarding the Perry Innovation Park. Mr. Lindgren offered that he would like to respond to Mr. Gerner by explaining that the PTS has no problem with Mr. William Roberts. Our frustrations come from the lack of trust from the entities associated with the Park from the beginnings. We are being told that there is enough water and sewer and then finding out at a later date that the service cannot be provided.

ADDITIONS TO THE AGENDA – Upon on Lindgren/Holman motion, the PTS voted unanimously to add the Boot Policy to the agenda.

Mr. Cory Stone – asked about the retaining wall on Linton Hill Road. Mr. Holman stated the berms are going to be done this year and after the cleaning the wall and culvert will be addressed.

ADJOURNMENT – Upon a Lindgren/Holman motion. The PTS voted unanimously to adjourn at 8:04 p.m.

Respectfully Submitted,

Helen Klinepeter



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 JANUARY 25, 2023

Secretary