



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

OCTOBER 17, 2023

The Penn Township Board of Supervisors (PTS) met on Tuesday, October 17, 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 were present. Other personnel present were Secretary Helen Klinepeter (hereinafter referred to as Secretary), Ann Delancey (hereinafter referred to as Treasurer). 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.

PA MEDIA INVOICE – Treasurer informed the PTS that an Invoice for PA Media came into the office, and she had not received the invoice previously. After discussion, and upon a Potteiger/Lindgren motion, the PTS voted unanimously to pay the PA Media Invoice of \$44.81.

DFC Waiver Request – Secretary informed the PTS that the Duncannon Fire Company is request a waiver of fees for the permit. She explained that the fees are \$25.00 for the building permit, \$4.50 for the State Fee and \$80.00 for the Zoning Permit. Mr. Holman offered that he did not feel that the money to outside agencies should be paid by the tax payer. After discussion and upon a Potteiger/Lindgren motion, the PTS voted to waive the \$25.00 building permit fee. The 44.50 state fee and the \$80.00 fee for the zoning permit should be paid by the Fire Tax Fund.

Monitor and Cameras – Secretary offered that with issue of getting information for the Police regarding the vandalism in the parking lot. It was suggested by the security company to upgrade the monitor and cable to HD for better quality when zooming in. This would also be the replacement of the wire from console to monitor.

Karen Tilkins and I also talked about more cameras. One on the back side of the building. 2 on side of the building facing 274 to cover the blind spots. She also mentioned more about the garage. After discussion the secretary was directed to set up a meeting with Shear Security to talk about the monitor and cameras.



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Mineo hidden driveway - Secretary offered that she had contacted Ron Reese of PENNDOT, and he said that the Roadmaster would need to check the area out and the board would have to make a decision if a hazard exists. If yes, A letter needs to be sent to PENNDOT and they would do a traffic study to see if a sign is warranted. If yes, then we would need to order the sign and install it.

The first step is to review the issue. I have included the information from Mrs. Mineo. The PTS decided to check out the issue.

BUDGET

Highway – The Highway Budget was reviewed this budget with some changes being done..

Liquid Fuels – This was accepted.

Capital Reserve – The budget was accepted.

Park and Recreation - This is accepted as it.

Fire Tax – It was noted that the interest should be moved.

General Revenue – The budget was reviewed, and some line items were changed.

General Expenditures - The budget was reviewed, and some line items were changed.

CPA Request for Proposals – Secretary was directed to send out proposals for the CPA for one and three years. She was also directed to work with the Municipal Authority for a joint audit.



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Budget Meeting – The next budget meeting will be November 13, 2023 at 7:00 p.m.

ADDITIONS TO THE AGENDA – Upon a Holman/Potteiger to amend the agenda for the PA Medial Invoice.

Mr. Holman announced that the line painting was completed, and that Glenn Ebersole of the AG Security Boardp has died.

ADJOURNMENT – Upon Lindgren/Potteiger, the PTS voted unanimously to adjourn at 9:46 p.m.

Respectfully Submitted,
Helen Klinepeter
Secretary