



PENN TOWNSHIP BOARD OF SUPERVISORS

100 Municipal Building Road
Duncannon, PA 17020-1100
Office 717-834-5281
Fax 717-834-6854
Email Office@penntwp.us

Clifford Lindgren

Karen Potteiger

Forrest Woodward

Minutes of 5/27/25

The Penn Township Board of Supervisors (PTS) met on Tuesday, May 27, 2025 at 7:00 p.m. in the Municipal Building for their monthly meeting. Chairman Clifford Lindgren, Vice-Chairman Karen Potteiger, and Supervisor Forrest Woodward attended. Other personnel present were Secretary Jennifer Blouch (hereinafter referred to as Secretary), Darrel Dethlefs (hereinafter referred to as Solicitor), Ann Delancey (hereinafter referred to as Treasurer), and Helen Klinepeter (hereinafter referred to as Assistant Secretary). A list of visitors attending is on file in the Township Office. 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: Mr. Lindgren announced that there was an Executive session May 27, 2025 for legal matters and interviews for a part time Office Assistant position.

Recognition of Visitors:

Lamar & Deb Brouse: Mourning Dove is in need of maintenance. There is water backing up because of overgrown brush. The road crew will look at what needs to be done. The property next to the Brouse's is not maintained by the property owners. There is poison ivy growing onto the Brouse property from the field. Mrs. Brouse asked if there was anything that could be done. Mrs. Potteiger informed her that we do not have a grass ordinance.

Trenton & Leah Yoder: They are the owners of Pine Ridge Coffee. They are interested in opening a coffee shop at 1600 State Road. The solicitor informed them that we are taking steps to have the property reverted back to the Township. When that process is complete we will contact the Yoders.

Solicitor: Report was submitted.

Consent Agenda: Upon a Potteiger/Woodward motion, the Penn Township Supervisors voted unanimously to accept Invoices and Expenditures and the Treasurer's Report subject to audit, and Minutes from April 29, 2025 with a correction on page 4.



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Highway:

Oil and Stone Contracts: Upon a Potteiger/Lindgren motion, the Penn Township Supervisors voted unanimously to award the contract for 2A Modified to New Enterprise.

Upon a Potteiger/Woodward motion, the Penn Township Supervisors voted unanimously to award the contract for AS-1 (Tar and Chip) to Glenn O. Hawbaker.

Upon a Potteiger/Woodward motion, the Penn Township Supervisors voted unanimously to award the contract for AS-1 (Cinders) to Glenn O. Hawbaker.

Upon a Potteiger/Woodward motion, the Penn Township Supervisors voted unanimously to award the contract for E3 Oil to Specialty Emulsions.

The secretary suggested that in the future we combine the cinders and the tar and chip because the price is the same.

Fire Committee: Duncannon Fire Company had given packets to the Supervisors with the plan for the new firehouse. Byron Warner commented that the budget came from Pyramid Construction, that they believe it is a very high estimate, and to take that into consideration. Pyramid's estimate was 7.3 million. Mr. Warner is estimating closer to 6 million.

Mr. Warner is asking for a letter of support from the Township to get a USDA loan.

Upon a Woodward/Lindgren motion, the Penn Township Supervisors voted unanimously to send a letter of Support to the Duncannon Fire Company.

Mr. Warner reported that they contacted The Auditor General's office and that we should be receiving the foreign fire money within a few weeks, and that the Township did what they needed to do.

EMS: Upon a Potteiger/Woodward motion, the Penn Township Supervisors voted unanimously to donate \$35,000 to Duncannon EMS.

Emergency Management: No Report.

Park and Recreation: Secretary reported that Park and Rec had a fundraiser on Election Day that came together last minute, and there was a profit of \$226. We will have a fundraising watercolor class on October 8th.



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Planning Commission:

Farhat/1451 State Road: Upon a Potteiger/Woodward motion, the Penn Township Supervisors voted unanimously to approve waivers of Section 306 & 307, preliminary plat procedures.

Mrs. Potteiger asked Mr. Farhat if he understands and accepts the conditions that are listed in the recommendation of the Planning Commission. Mr. Farhat replied in the affirmative.

Upon a Potteiger/Woodward motion, the Penn Township Supervisors voted unanimously to approve Garam Farhat's Land Development Plan based on the recommendation of the Planning Commission, contingent on items 1 through 8, and all fees paid.

Upon a Woodward/Lindgren motion, the Penn Township Supervisors voted unanimously to allow Mr. Farhat to apply for a demolition permit before the final plan is complete.

Karns Solar: Karns has granted us a time extension until August 18, 2025 so that they can prepare to respond to the Planning Commission's comments. Upon a Potteiger/Woodward motion, the Penn Township Supervisors voted unanimously to grant a time extension until August 18, 2025.

Cornerstone Christian Church: Cornerstone would like to add a storage shed to their property, and are requesting a waiver of a Land Development Plan. The Planning Commission recommended that the waiver be approved. Upon a Potteiger/Woodward motion, the Penn Township Supervisors voted unanimously to approve the waiver contingent on the provisions stated in the Planning Commission's recommendation.

SALDO: The Planning Commission has requested that the supervisors review the draft of the SALDO amendments and return their comments.

2024 Planning Commission Summary: Submitted.

Engineer: Report was submitted.

Zoning: Report was submitted. The Secretary announced that Luke Tharp's Variance was granted.



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Sewage Enforcement: The secretary informed the board that a septic application was submitted for the property off Barnett Drive previously owned by Furnley Frisch.

Penn Township Municipal Authority: John Keller thanked the board for sending him to the PSATS Convention. Phase 1 of the Sunshine Hills Water Project is complete. Phase 2 has been awarded and has started. At the April meeting, John Keller reported that the PTMA would be receiving a reimbursement from Duncannon for \$151,434 from a Grant they originally paid up front for. The PTMA has decided that they do not want the reimbursement because they'd have to engage in a financing proposition of 1% of the money. It would cost 726.96 a month for 20 years.

Code Enforcement: No report.

Secretary's Report:

Workshops: Upon a Potteiger/Woodward motion, the Penn Township Supervisors voted unanimously to advertise and send out a mass mailing for the June 17th and July 22nd workshops. The workshops will be at 7pm.

Precious Little Angels: Solicitor will return the contract with edits and then it can be signed. The treasurer recommended that the contract have a payment due date.

Gamber's Corner Property: The Township is not making any decisions until the Solicitor reviews the information.

Policy about Meeting Recordings: There is an existing policy stating that we destroy recordings once minutes are approved.

HV Mechanical: Upon a Potteiger/Lindgren motion, the Penn Township Supervisors voted unanimously to accept the quote to repair the HVAC unit IN THE LARGE ROOM for \$796.35.

Permit Report: Report was submitted.

Correspondence:

HATS: Information about 2 upcoming virtual meetings.

Old Business: None.



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New Business: Mr. Woodward commented that the Township's mower is not suitable for our needs, and the gear box is acting up again . He talked to Messicks about an ironclad mower that floats and has a roller. Most of the municipalities are starting to use them because they contour to the land, and are sturdier. Upon a Potteiger/Woodward motion, the Penn Township Supervisors voted unanimously to get a quote for a mower suitable to our needs.

Addition to Agenda: Upon a Lindgred/Woodward motion, the Penn Township Supervisors voted unanimously to add the Mower Quotes to the agenda.

Adjournment: Upon a Potteiger/Woodward motion, the Penn Township Supervisors voted unanimously to adjourn the meeting at 7:50pm.

Respectfully Submitted,
Jennifer Blouch
Secretary