



PENN TOWNSHIP BOARD OF SUPERVISORS

100 Municipal Building Road

Duncannon, PA 17020-1100

Township Office 834-5281

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Henry A. Holman, III

Karen Potteiger

Clifford Lindgren

AUGUST 15, 2023

The Penn Township Board of Supervisors (PTS) met on Tuesday, August 15 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.

Rental of Park – Change the draft name to Park. Ms. Potteiger wanted to add the dates of use. Mr. Holman stated that there seems to be a monopoly on the use of the park. The public should be able to use the park. Mr. Holman offered to contact other municipalities for contracts they have for their parks. Mrs. Tilkens stated that she would contact the municipalities. Mr. Lindgren offered a statement that if rules are not followed, then the contract will be cancelled without refund.

BUDGET

Park and Recreation

BBQ – Mr. Holman offered that tickets should be distributed sooner. Mr. Holman offered that the tickets should be differentiated in some way. Mrs. Potteiger offered that the price could be increased.

The Supervisors reviewed the budget and made some suggestions on the line items.

INSURANCE - The insurance package was reviewed. This matter was tabled until the Supervisor Meeting to get clarification.

Dental – Secretary offered that the premium has stayed the same.



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BUDGET

Highway – Mr. Holman noted that he adjusted some of the line items. The Board went over the items.

Liquid Fuels – There was a discussion regarding Schoolhouse Road.

Capital Reserve – The budget was considered a good.

Fire Tax – The discussion centered on the number of homes that Yeingst is Building.

Longenecker Plan – The Longenecker Plan needs to be re-approved. Upon a Lindgren/Potteiger motion, to re-approve the Longenecker Plan/

Treasurer Report – Treasurer noted that the interest was wrong. Upon a Potteiger/Holman motion, the Treasurer Report for July was amended to show the correct interest on the PLIGIT account.

Shearer Security – Treasurer asked the bill to be paid. Upon a Holman/Lindgren motion, the PTS approved the payment of the invoice.

Personnel Manual - Mrs. Potteiger offered the personnel manual is being updated. The parts being looked at are the Police Department, Job Descriptions and Benefits.

Mrs. Potteiger also stated that a safety class has begun.

Resignation - Upon a Lindgren/Potteiger motion, the PTS accepted the resignation of Jason Andrews.



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Budget Meeting – The next budget meeting will be September 26, 2023 at 7:00 p.m. for the Highway Department and Liquid Fuels.

ADDITIONS TO THE AGENDA – Upon a Lindgren/Potteiger motion, the agenda was amended to include the Longenecker Plan and the Treasure Report.

ADJOURNMENT – Upon a Potteiger/ Lindgren, the PTS voted unanimously to adjourn at 9:13 p.m.

Respectfully Submitted,
Helen Klinepeter
Secretary