



PENN TOWNSHIP BOARD OF SUPERVISORS

100 Municipal Building Road
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Clifford Lindgren

Karen Potteiger

Forrest Woodward

Minutes of 7/15/25

The Penn Township Board of Supervisors (PTS) met on Tuesday, July 15, 2025 at 6:30p.m. in the Municipal Building for a budget 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), 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. The recording will be destroyed once the minutes are approved.

Executive Session Announcement: Mr. Lindgren announced that there was an Executive session on July 15, 2025 for personnel.

Recognition of Visitors:

Henry Holman III: Mr. Holman provided the Supervisors with a document. He encouraged the Supervisors to look at his document and to think about what has changed in the Township in the last 20 years.

Park & Rec Budget:

Mrs. Potteiger asked where Park and Rec's money was held. The treasurer answered PLGIT and Member's 1st.

Mrs. Potteiger asked about the decline in recycling bag sales. The secretary answered that we haven't sold as many yet this year and that we will advertise it on facebook.

Mrs. Potteiger asked why we had an increase in advertising sales. The secretary answered that many of them had to be replaced so some of the businesses had to pay more this year, and that it is not all profit.

Mrs. Potteiger asked about concession revenue. The assistant secretary answered that the payment has not come in yet and that DAGSA has until October to pay it.

The treasurer commented that Roger Williams from the Borough came up to fix the Park and Rec electric meter.



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Mrs. Potteiger commented that Park and Rec has had its best profit within the last few years.

The secretary commented that we will have to do some research to figure out why the profit for 2023 is negative.

Mrs. Potteiger asked about donations. The assistant secretary commented that \$7500 comes from the supervisor's donation, and the rest from miscellaneous donations, such as the donation jar at the chicken BBQ.

Mrs. Potteiger asked about why we switched the PTS donation from transfer to donation in the budget. Mrs. Potteiger commented that she is asking the solicitor for clarification about what documents we should supply if someone wants to donate money to the township.

Mrs. Potteiger asked about fundraising. The secretary offered that we raised funds at the craft fair, and the election day fundraiser.
It was mentioned that our pavilion rentals are high this year.

Mrs. Potteiger recommended raising the sewage budget from \$600 to \$700.

Mr. Holman asked where the Community Garden electric fence was put into the budget. The treasurer commented that it's under the outside services budget line. Mr. Holman commented that we are putting a lot of money into the Community Garden that is only benefited by a handful of people and questioned the fairness of the cost. The secretary commented that we get a lot of signups but not a lot of participation. Mr. Holman commented that a lot of money went into the electric fence, and it's not keeping the deer out like it was supposed to.

Mrs. Potteiger asked about what goes into the supplies budget line. The assistant secretary commented: garbage bags, toilet paper, and cleaning supplies. The treasurer commented that outdoor garbage cans go in as well.

The treasurer asked who is supposed to tell her how much fuel park & rec is using. The assistant secretary commented that the highway crew should tell her at the end of the year.

Mrs. Potteiger recommended that we raise the electric budget from \$150 to \$900. Mr. Woodward recommended \$1,000.

Mr. Holman commented that our interest budget seems low. The treasurer commented that we will wait and see how the rate is over the rest of the year.



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Fire Tax Budget:

Mrs. Potteiger commented that the interest needs to be removed to show that it's not part of the income. The treasurer commented that we put it in due to other funds so that it cancels out.

Mr. Holman asked if Penn Township will be adding the Sunshine Hills property to the Fire Hydrant Taxes. He questioned where the Fire Hydrant tax money goes. The secretary will get clarification from the solicitor.

Old Business: None.

New Business:

Elected Auditor Meeting: Secretary commented that the Elected Auditors have requested a meeting with the PTS, and the Tax Collector. Mrs. Potteiger commented that we should get more information from our solicitor before scheduling the meeting.

Additions to the Agenda:

Perry County Township Officials Convention Payment:

Upon a Potteiger/Lindgren motion, the Penn Township Supervisors voted unanimously to pay \$115 to the Perry County Association of Township Supervisors.

Tractor Supply Payment: Upon a Potteiger/Lindgren motion, the Penn Township Supervisors voted unanimously to pay \$28.03 to Tractor Supply.

Amendment to the Agenda:

Upon a Potteiger/Lindgren motion, the Penn Township Supervisors voted unanimously to amend the agenda.

Adjournment: Upon a Potteiger/Lindgren motion, the Penn Township Supervisors voted unanimously to adjourn the budget workshop at 7:30pm.

Respectfully Submitted,
Jennifer Blouch
Secretary