

PENN TOWNSHIP BOARD OF SUPERVISORS



100 Municipal Building Road
Duncannon, PA 17020
Office (717) 834-5281
Email office@penntwp.us

Forrest Woodward

Karen Potteiger

John J. Keller

Minutes of May 26, 2026

The Penn Township Board of Supervisors (PTS) met on Tuesday, May 26, 2026, at 7:00p.m. in the Municipal Building for their regularly scheduled meeting. Chairman Karen Potteiger, Vice-Chairman Forrest Woodward, and Supervisor John Keller attended. Other personnel present were Darrell Dethlefs (hereinafter referred to as Solicitor), Secretary Jennifer Blouch (hereinafter referred to as Secretary), Ann Delancey (hereinafter referred to as Treasurer), and Justin Hayman (Operations Coordinator). A list of visitors attending is on file in the Township Office. Chairman Karen Potteiger convened the meeting with the Pledge of Allegiance to the Flag and a moment of silence.

Visitors:

Corporal Alec Leibt, PSP Newport gave an update on townships activity for 2026. So far there have been approximately 167 incidents, most non-criminal. 23 crashes and a number of drug, DUI, and traffic related incidents. 115 citations. The state police will be focusing on the area in front of the school. Forrest Woodward recommended that they also monitor Schoolhouse Road. Henry Holman III stated that drivers seem to think there's a passing lane on SR 11/15 in front of the school in the mornings.

George Peslis, 371 Watts Drive presented a request to allow the residents (Mr. & Mrs. Donald Liddick) of the camper on his property to continue living there. Chairman Potteiger stated that she has researched the request, and found that the situation does not meet the standards of the township, and that there are many major violations. Upon a Woodward/Keller motion, the Penn Township Supervisors voted unanimously to allow the occupants of the camper to continue living there for 3 months. Mrs. Liddick stated that she has disabilities that will make moving difficult. Chairman Potteiger urged Mr. & Mrs. Liddick to come back within 2 months if they are not able to find adequate housing, and to keep good records to prove that they are trying their best to find something.

Ruth Russell & Furnley Frisch, 291 Sawmill Road - Mrs. Russell asked when the township will remove the injunction that was placed on Furnley Frisch. She stated that the Barnett Drive property was sold over a year ago. The solicitor stated that the injunction doesn't run with the land. Mrs. Russell stated that she wants it removed from the courthouse. The solicitor stated that the supervisors will have an executive session to discuss that matter within 7 to 10 days. Karen Potteiger stated that Mrs. Russell and Mr. Frisch will hear something within 20 days following the executive session.

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Henry Holman III, 220 Cove Road reported that there is chemical spray damage on his property near a stream. His neighbors assured him that it was not them, and he was told it was by government equipment. Chairman Potteiger asked him what day it occurred. Mr. Holman answered Tuesday. He stated that he doesn't have the whole story, but that he will have to go to the proper authorities.

Solicitor's Report: Report submitted.

Fire Company Letter of Support: The solicitor stated that the Duncannon Fire Company has asked for a letter of support for their loan package. Upon a Woodward/Keller motion, the Penn Township Supervisors voted unanimously to send a letter of support.

Public Works Department:

Chip Spreader: Mr. Woodward stated that they would like to look into getting a chip spreader so that they can do their own tar and chip. Upon a Keller/Potteiger motion, the Penn Township Supervisors voted unanimously to have the Operations Coordinator get quotes for a chip spreader with a cap of \$8,200.

Door Quotes: Upon a Potteiger/Woodward motion, the Penn Township Supervisors voted unanimously to purchase new shop doors from Hershock's for \$5,636.

No Tractor Trailer Signs: Upon a Keller/Potteiger motion, the Penn Township Supervisors voted unanimously to purchase 4 no tractor trailer signs.

Stone Contracts: Upon Potteiger/Keller motion, the Penn Township Supervisors voted unanimously to allow the secretary to advertise for stone/oil bids.

Asphalt Zipper: The Operations Coordinator coordinated a demonstration with equipment that does total reclamation. The company performed the demo on 300 feet of Lower Linton. Several other municipalities came out to observe and are possibly interested in purchasing the machine together. The Operations Coordinator and Roadmaster went to Northumberland County to look at roads that were reclaimed 10 years ago with the same machine. They reported no potholes, cracks, or rolling corners.

Traffic Study Request: Susquenita School asked the township to request a traffic study be done in front of the school on SR 11/15. Upon a Keller/Potteiger motion, the Penn Township Supervisors voted unanimously to send a letter to PennDot requesting the traffic study in front of the school on 11/15.

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Consent Agenda: Upon a Keller/Potteiger motion, the Penn Township Supervisors voted unanimously to approve the consent agenda (the minutes of 4/28/26), the treasurer's report, and the invoices and expenditures), subject to audit.

Operations Coordinator:

Perdix Property Leases and Plans: Chairman Potteiger stated that the 1600 State Road property needed a lot of attention, and there is still work to be done. Operations Coordinator stated that we are getting a lot of inquiries about renting spaces. The solicitor suggested that the supervisors hold a workshop for people to voice their interest in the property. Upon a Woodward/Potteiger motion, the Penn Township Supervisors voted unanimously to allow the secretary to advertise a workshop for June 25, 2026 at 6pm.

Township Building Roof: Operations Coordinator reported that the roof was inspected and it was discovered that a repair is needed to the siding. He will reach out about the warranty.

Building Inspection: Operations Coordinator reported that he has another quote for the Environments portion of the building inspection.

Park & Recreation: Report submitted. The 250th celebration will be on July 11th. The board decided not to have an event on July 8th for the Big Boy 4014. Senior lunch was attended by 21 people. They will have a Nothing Bundt Cake fundraiser.

Planning Commission: Secretary informed the supervisors that the PTPC voted that the supervisors do not need to be a party to the variance hearing on June 11th for 13 Twin Oaks Drive.

Municipal Authority: No report.

Sewage: Report submitted.

Zoning Report: Report submitted.

Applications: Secretary presented updated permit applications. Upon a Potteiger/Keller motion, the Penn Township Supervisors voted unanimously to allow the office to use the updated applications for zoning and signs.

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Permit Report: Report submitted.

Secretary's Report:

Elected Auditor Position: No letters of interest were received. Upon a Potteiger/Keller motion, the Penn Township Supervisors voted unanimously to allow the secretary to advertise for the Elected Auditor position.

HV Mechanical: Upon a Woodward/Potteiger motion, the Penn Township Supervisors voted unanimously to accept the quote from HV Mechanical for \$1,329.91.

Tech Support: Upon a Woodward/Keller motion, the Penn Township Supervisors voted unanimously to allow the secretary to get quotes for technical support.

Greater Harrisburg Area Realtor's Breakfast: Upon a Potteiger/Woodward motion, the Penn Township Supervisors voted unanimously to send Jennifer Blouch and John Keller to the breakfast.

Tax Collector Resignation: Upon a Woodward/Keller motion, the Penn Township Board of Supervisors voted unanimously to accept the resignation of Karole Bretz, effective upon the conclusion of the 2026 tax year.

Land Development Extensions: Upon a Woodward/Potteiger motion, the Penn Township Supervisors voted unanimously to accept the Extension for the Stone/Frisch Plan until July 20, 2026.

Upon a Woodward/Potteiger motion, the Penn Township Supervisors voted unanimously to accept the Extension for the Backdraft Excavating Plan until July 20, 2026.

Amendment to the Agenda: Upon a Potteiger/Woodward motion, the Penn Township Supervisors voted unanimously to amend the agenda to include the Stone/Frisch Land Development Extension, the Backdraft Excavating Extension, and the Duncannon Fire Company Letter of Support.

Adjournment: Upon a Woodward/Keller motion, the Penn Township Supervisors voted unanimously to adjourn the meeting at 8:05pm.

Respectfully Submitted,
Jennifer Blouch
Secretary