

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 July 10, 2026

The Penn Township Board of Supervisors (PTS) met on Friday, July 10, 2026, at 1:00p.m. in the Municipal Building for a special meeting to honor longtime Parks and Recreation Chairman Karen Tilkens. Chairman Karen Potteiger, Vice-Chairman Forrest Woodward, and Supervisor John Keller attended. Other personnel present were Gib Patton (hereinafter referred to as Solicitor), Secretary Jennifer Blouch (hereinafter referred to as Secretary), and Justin Hayman (Operations Coordinator). A list of visitors attending is on file in the Township Office. Chairman Karen Potteiger convened the meeting with a moment of silence.

Resolution 2026-09: The board read the proposed resolution aloud.

Upon a Woodward/Keller motion, the Penn Township Supervisors voted unanimously to adopt Resolution 2026-09 honoring the life, service, and memory of Karen Tilkens, Parks and Recreation Board Chairman. Chairman Potteiger directed the secretary to make 2 certified copies on 11/17 cardstock of the resolution for Karen Tilkens' family.

July 17, 2026: Upon a Keller/Woodward motion, the Penn Township Supervisors voted unanimously to close the township office on July 17, 2026 in recognition of the celebration of life for Karen Tilkens.

Discussion on additional ways to honor Karen Tilkens and her service to Penn Township:

Planting a yellowwood tree with a plaque at the Penn Township park near the small pavilion.

Robin Landis recommended placing a memorial bench under the tree by the small pavilion.

Joe Landis recommended checking with Encks about plaques.

Planting a smaller tree, possibly a pine, or a redbud, with a plaque at 1600 State Road.

Renaming the ball fields and adding a sign.

Donations: Upon a Woodward/Keller motion, the Penn Township Supervisors voted unanimously to allow the Parks and Recreation Board to collect donations toward funeral expenses and contributions to Parks and Recreation in honor of Karen Tilkens.

Celebration of Life: Upon a Keller/Potteiger motion, the Penn Township Supervisors voted unanimously to have the secretary advertise the July 17, 2026 celebration of life.

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Adjournment: Upon a Woodward/Keller motion, the Penn Township Supervisors voted unanimously to adjourn the meeting at 1:39pm.

Respectfully Submitted,
Jennifer Blouch
Secretary