

**PENN TOWNSHIP BOARD OF SUPERVISORS**  
**100 Municipal Building Road**  
**Duncannon, PA 17020-1100**

**Joseph M. Landis, Chairman    Jesse Boyer III, Vice Chairman    Henry A. Holman III, Supervisor**

**Minutes of January 06, 2020**

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The Penn Township Board of Supervisors (PTS) met in the Municipal Building on Monday, January 6, 2020, at 7:00 PM. Chairman Joseph Landis, Vice-chairman Jesse Boyer III and Supervisor Henry Holman III were in attendance. Other personnel present were Secretary Helen Klinepeter and Treasurer/Recording Secretary Tina Kelly. Chairman Landis called the meeting to order with the Pledge of Allegiance and a moment of silence. He announced that the meeting was being recorded to aid in the preparation of the minutes. A list of visitors is on file in the Township office.

**ANNOUNCEMENT OF EXECUTIVE SESSION**

There was an executive session after the last PTS meeting December 18<sup>th</sup> to review RFPs for the new Township Engineer.

**APPOINTMENTS**

A Landis/Holman motion is made to appoint Jesse Boyer as Temporary Chairman. The motion is passed unanimously.

A Boyer/Landis motion is made to appoint Tina Kelly as Temporary Secretary. The motion is passed unanimously.

A Boyer motion is made to appoint Joseph Landis as Chairman. There is no second so the motion dies.

A Landis/Holman motion is made to appoint Jesse Boyer as Chairman. The motion is passed 2-1 with Mr. Boyer abstaining.

A Boyer motion is made to appoint Joseph Landis as Vice-Chairman. There is no second so the motion dies.

A Boyer motion is made to appoint Henry Holman as Vice-Chairman. There is no second so the motion dies.

A Landis/Holman motion is made to appoint Helen Klinepeter as Township Secretary. The motion is passed unanimously.

A Landis/Boyer motion is made to appoint Tina Kelly as Township Treasurer. The motion is passed unanimously.

A Boyer/Landis motion is made to appoint Ken Chubb as Roadmaster on an as needed basis. The motion is passed 2-1 with Mr. Holman in the negative.

A Holman/Landis motion is made to appoint WM. F. Hill & Assco., INC as Township Engineer. The motion is passed unanimously.

A Landis/Holman motion is made to appoint Pam Huss as the vacancy Board Chairman. The motion is passed unanimously.

A Landis/Boyer motion is made to retain Mark Allshouse as Township Solicitor. The motion is passed unanimously.

A Landis/Boyer motion is made to retain Dennis Shatto as Township Special Solicitor. The motion is passed 2-1 with Mr. Holman abstaining.

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A Landis/Holman motion is made to retain FSA with Lenny Sizer as Sewage Enforcement Officer and W. John Madden as Alternate. The motion is passed unanimously.

A Boyer/Landis motion is made to retain FSA with Lenny Sizer as Zoning officer and W. John Madden as the Alternate. The motion is passed unanimously.

A Boyer/Landis motion is made to retain BIU as the Township Uniform Construction Code Inspection Agency. The motion is passed unanimously.

A Landis/Holman motion is made to appoint Charles Boettinger to his 5-year term until a replacement can be appointed. The motion is passed unanimously.

A Landis/Holman motion is made to reappoint Forrest Woodward to the Planning Commission until December 31, 2023. The motion is passed unanimously.

A Landis/Holman motion is made to reappoint Raymond Klinepeter for a 5-year term with the Park and Recreation Board to end 2024. The motion is passed unanimously.

A Boyer/Landis motion is made to reappoint Helen Klinepeter as the Right to Know Officer. This motion is unanimously approved.

A Landis/Boyer motion is made to reappoint Jesse Boyer as Representative and Tina Kelly as Alternate for the Cumberland/Perry County Task force. This motion is approved 2-1 with Mr. Holman voting in the negative.

A Boyer/Landis motion is made to reappoint Helen Klinepeter as Primary and Tina Kelly as Alternate for the Cumberland Tax Collection Bureau. This motion is passed unanimously.

A Boyer/Landis motion is made to reappoint Helen Klinepeter as Primary and Tina Kelly as Alternate for the Perry County Tax Collection Committee. This motion is passed unanimously.

A Landis/Holman motion is made to retain PLGIT and Orrstown Bank as depositories and Riverview and Pennian. This motion is approved unanimously.

A Boyer/Landis motion is made to approve Joseph Landis, Jesse Boyer, Henry Holman III, Helen Klinepeter and Tina Kelly. The checks will require two signatures one of which is bonded. The motion is approved unanimously.

The secretary states that the Vice-Chairman can be voted on now or at a later meeting.

A Boyer motion is made to appoint Joseph Landis as Vice-Chairman, there is no second so the motion dies.

A Boyer motion is made to appoint Henry Holman as Vice-Chairman, there is no second so the motion dies.

### **BUSINESS MATTERS**

A Holman/Boyer motion is made to appoint Joseph Landis as the point of contact for Penn Township Municipal Authority. The motion is passed unanimously.

A Boyer/Landis motion is made to appoint Joseph Landis as point of contact for Emergency Responders, Jesse Boyer as point of contact for Highway and Office, and

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Henry Holman as point of contact for Park and Recreation. The motion passed 2-1 with Mr. Holman responding negative.

A Boyer/Landis motion is made to set the Township mileage rate to \$0.57 per mile per the federal 2020 standard rate. The motion is approved unanimously.

A Boyer/Landis motion is made to approve the Fee Schedule Resolution 2020-01. The motion passes unanimously.

A Landis/Holman motion is made to approve the Tax Levy resolution for 2020. The motion passes unanimously.

A Landis/Holman motion is made to accept the meeting dates for 2020. The motion passes unanimously.

A Holman/Landis motion is made to have the Elected Auditors and office work together for the Tax Collector Audit. The motion is passed unanimously.

A Landis/Boyer motion is made to accept the Treasurers report subject to audit. The motion is passed unanimously.

A Boyer/Landis motion is made to move upcoming CDs to a PLGIT MM. The motion passes unanimously.

A Landis/Boyer motion is made to move all Orrstown account to PLGIT expect for the general fund and to close the park and recreation account and include it as part of the general fund. The motion passed 2-1 with Mr. Holman in the negative.

### VISTORS

Update on PA options

### OLD BUSINESS

A Landis/Boyer motion is made to approve the new PSATS membership for \$1319.00. This is approved unanimously.

A Boyer/Landis motion is made to approve Jesse Boyer, Joseph Landis, Helen Klinepeter and Tina Kelly to attend the PSATS conference and reappoint Helen Klinepeter as the voting delegate. The motion is unanimously approved.

A Boyer/Holman motion is made to appoint Joseph Landis as the point of contact for the Emergency Center. This motion is passed unanimously.

### NEW BUSINESS

A Landis/Holman is made to adopt the resolution for destruction of files. The motion is passed unanimously.

A Boyer/Landis motion is made to hire Tri-State Shredding to dispose of the files. The motion is passed unanimously.

### ADJOURNMENT

The meeting was adjourned at 8:13 PM.

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Respectfully Submitted,

Tina M Kelly  
Treasurer/Recording Secretary