

Thursday, June 25, 2026

The Penn Township Board of Supervisors met this evening at 5:00 p.m. in the Penn Township Municipal Building at 157 East Airport Road, Butler, PA 16002, with Chairman Douglas A. Roth presiding. Also present were Supervisor Matthew Salina, Township Manager Linda D. Zerfoss, Administrative Assistant Nicole Tempalski, and 8 residents and visitors. Supervisor Mowry was not present.

Executive Session

Supervisor Roth announced that the Board of Supervisors met in Executive Session on June 11, June 15, and June 25, 2026, to discuss personnel matters. No official action was taken during the Executive Sessions.

New Business

Township Manager Retirement

Supervisor Roth announced that Township Manager Linda Zerfoss had submitted her notice of retirement, effective at the close of business on July 2, 2026.

Supervisor Salina made a motion to accept the retirement of Township Manager Linda Zerfoss, effective at the close of business on July 2, 2026. The motion was seconded by Supervisor Roth. The motion carried.

Retirement Agreement

Supervisor Roth made a motion to approve the Retirement Agreement with Township Manager Linda Zerfoss, recognizing her years of service and providing for a seamless transition to an Interim Township Manager. The motion was seconded by Supervisor Salina. The motion carried.

Recognition of Township Manager Linda Zerfoss

Supervisor Salina recognized Township Manager Linda Zerfoss for her 48 years of dedicated service to Penn Township. He provided a brief overview of her career, noting that she was raised in Somerset County and previously worked in Arlington, Virginia, supporting the FBI and the Pentagon before relocating to Butler County. Ms. Zerfoss began her employment with Penn Township in 1978 as Police Secretary. She was appointed Interim Township Manager in 2009 and was subsequently appointed Township Manager the following month.

Supervisor Salina highlighted Ms. Zerfoss's leadership and service during significant events, including the Great Blizzard of 1993, Hurricane Ivan in 2004, and numerous other emergencies affecting the Township. He also recognized her contributions to Township programs and community events, including Community Day and recycling initiatives. He noted her commitment to fostering open communication among the Board of Supervisors, Township staff, and residents, and shared that she considered working with the people of Penn Township to be the most rewarding part of her career. On behalf of the Board, Supervisor Salina thanked Ms. Zerfoss for her years of service and presented her with a card and gift in appreciation of her dedication.

Supervisor Roth reflected on first meeting Ms. Zerfoss in 1981 when he began working for Penn Township. He shared memories of their years working together, expressed his appreciation for her dedication and service to the Township, and wished her a happy and well-deserved retirement.

Ms. Zerfoss addressed those in attendance, expressing her gratitude for the opportunity to serve Penn Township throughout her 48-year career. She thanked the Board of Supervisors, Township staff, Road Department, Police Department, coworkers, and the community for their support, teamwork, and friendships over the years. She stated that it had been an honor to serve the residents of Penn Township.

Mrs. Tempalski also offered remarks, thanking Ms. Zerfoss for her mentorship, guidance, and unwavering support over the past two years. She acknowledged the significant role Ms. Zerfoss played in her professional growth and expressed appreciation for the friendship they developed. Mrs. Tempalski noted that Ms. Zerfoss's wisdom, leadership, and dedication have left a lasting impact on the many individuals she has mentored throughout her career.

Appointment of Interim Township Manager

Supervisor Salina made a motion to hire Mary Hess at an hourly rate of \$60.00, not to exceed 40 hours per week, effective June 15, 2026, and to appoint Mary Hess as Interim Township Manager effective at the close of business on July 2, 2026. It was further noted that Mary Hess shall not be considered a full-time employee for the purpose of employee benefits. The motion was seconded by Supervisor Roth. The motion carried.

Supervisor Roth introduced Mary Hess as Penn Township's Interim Township Manager.

Ms. Hess thanked the Board for the opportunity to serve as Interim Township Manager. She shared that she had spent the previous week working alongside Linda Zerfoss during the transition and expressed her appreciation for Linda's guidance and professionalism. Ms. Hess commented on the tremendous respect Ms. Zerfoss has earned from Township staff and the residents of Penn Township throughout her career and wished her a long, happy, and well-deserved retirement.

Public Comment

Will Burns expressed his appreciation to Linda Zerfoss for her many years of dedicated service to Penn Township and thanked her for all she has done for the community.

Barb Chapman congratulated Ms. Zerfoss on her retirement and jokingly asked if she would be heading to Disneyland.

Linda Dawson also expressed her gratitude to Ms. Zerfoss for her years of service and dedication to Penn Township.

Adjournment

Supervisor Salina made a motion, and Supervisor Roth seconded the motion to adjourn the meeting. The motion carried.

The meeting adjourned at approximately 5:10 p.m.

Approved:

Respectfully Submitted:

Douglas A. Roth
Chairman
Board of Supervisors

Nicole A. Tempalski
Administrative Assistant
Penn Township