

## **Wednesday July 29, 2026**

The Penn Township Board of Supervisors met this evening at 6:00 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 Vice Chair Bert Mowry, Supervisor Matthew Salina, Township Manager Mary Hess, Township Solicitor Anthony Cosgrove, and 4 residents and visitors.

### **1. Call to Order**

### **2. Public Comment**

**A. Stacie Broskey** – a resident of Penn Township asked whether Township resolutions are available on the Township website and where they may be viewed. Township Manager Mary Hess stated that resolutions are not posted on the Township website; however, they are available for public review in the Resolution Book located in the Administration Office.

### **3. Finance**

#### **A. Resolution No. 605-2026 – Establish Park Fund Account**

Chairman Roth presented Resolution No. 605-2026 to establish a new Park Fund Account at NexTier Bank.

Supervisor Mowry made the motion and Supervisor Salina seconded the motion to approve Resolution No. 605-2026 establishing a new Park Fund Account at NexTier Bank. There was no discussion, and the motion carried.

#### **B. Resolution No. 606-2026 – Establish Impact Fund**

Chairman Roth presented Resolution No. 606-2026 to establish a new Impact Fund at NexTier Bank.

Supervisor Salina made the motion and Supervisor Mowry seconded the motion to approve Resolution No. 606-2026 establishing a new Impact Fund at NexTier Bank. There was no discussion, and the motion carried.

### **4. Personnel**

#### **A. Resolution No. 607-2026 – Establish Finance Administrator Position**

Chairman Roth presented Resolution No. 607-2026 establishing the position of Finance Administrator for Penn Township.

Supervisor Mowry made the motion and Supervisor Salina seconded the motion to approve Resolution No. 607-2026 establishing the position of Finance Administrator. There was no discussion, and the motion carried.

#### **B. Appointment of Finance Administrator**

Chairman Roth presented the appointment of Nicole Tempalski to the position of Finance Administrator for Penn Township.

Supervisor Salina made the motion and Supervisor Mowry seconded the motion to appoint Nicole Tempalski as Finance Administrator. There was no discussion, and the motion carried.

### **5. Administration**

#### **A. Resolution No. 608-2026 – Planning Commission Meeting Schedule**

Chairman Roth presented Resolution No. 608-2026 to change the regular Planning Commission meeting to the third Tuesday of each month.

Supervisor Mowry made the motion and Supervisor Salina seconded the motion to approve Resolution No. 608-2026. There was no discussion, and the motion carried.

#### **B. Resolution No. 609-2026 – Second Monthly Board of Supervisors Meeting**

Chairman Roth presented Resolution No. 609-2026 establishing a second regular Board of Supervisors meeting on the fourth Tuesday of each month.

Supervisor Salina made the motion and Supervisor Mowry seconded the motion to approve Resolution No. 609-2026. During discussion, Solicitor Cosgrove asked what time the additional meetings would be held. Chairman Roth stated that the second monthly Board of Supervisors meetings will begin at **6:00 PM**. The motion carried.

#### **C. Advertise New Meeting Dates**

Chairman Roth presented the motion to advertise the revised Planning Commission meeting schedule and the addition of the second monthly Board of Supervisors meeting.

Supervisor Mowry made the motion and Supervisor Salina seconded the motion to advertise the new Planning Commission meeting dates and the second monthly Board of Supervisors meeting dates. There was no discussion, and the motion carried.

#### **D. Special Labor Counsel**

Chairman Roth presented the motion to retain Campbell Durrant as Special Labor Counsel to assist with police matters and the preparation of the Non-Uniformed Employee Manual.

Supervisor Salina made the motion and Supervisor Mowry seconded the motion to retain Campbell Durrant as Special Labor Counsel. There was no discussion, and the motion carried.

## **6. Executive Session**

Chairman Roth announced that an Executive Session was held prior to the meeting from **5:15 PM to 5:40 PM** to discuss contractual matters. **No official action was taken during the Executive Session.**

## **7. Adjournment**

Supervisor Mowry made the motion to adjourn the meeting. Supervisor Salina seconded the motion. The motion was approved.

The meeting adjourned at approximately 6:19 PM.

Approved:

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Douglas A. Roth  
Chairman  
Board of Supervisors

Respectfully Submitted:

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Mary Hess  
Township Manager  
Penn Township