

POTTER TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
Monday, March 5, 2018
124 Short Road, Spring Mills, Pennsylvania

ATTENDED BY:

BOARD: Dick Decker, Chair
 Jake Tanis, Vice-Chair
 Melvin Dutrow
 Karl Eysenbach
 Dennis Foust

STAFF: Lisa Kroner, Township Secretary/Treasurer
 Budd Brooks, Road Superintendent

CALL TO ORDER:

Chair Decker called to order the March 5, 2018, Regular Meeting of the Potter Township Board of Supervisors at 7:00 PM, followed by the Pledge of Allegiance.

PUBLIC COMMENTS:

No *Public Comments* were presented.

GUEST SPEAKERS:

Rick Bair, from Baker Tilly, presented and reviewed the 2017 Financial Statements and Supplementary Information Report, and DCED Municipal Annual Audit and Financial Report. Mr. Tanis made a motion to approve the audit as presented and sign the Baker Tilly representation letter for audit. Second by Mr. Foust. **Vote in favor was unanimous. 5-0**

Bob Myers presented a DEP Planning Module for Happy Valley Stables subdivision. A completed Resolution for Plan Revision for New Land Development (*Resolution #R-18-06*) was presented for approval. Mr. Dutrow made a motion to sign the Resolution in the meeting and approve for the checklist to be signed outside of the meeting. Second by Mr. Eysenbach. **Vote in favor was unanimous. 5-0**

Per the Potter Township Parkland Dedication Ordinance, Mr. Myers requested approval to accept Fees In-Lieu-Of rather than Parkland Dedication for each of the (4) four new lots in the Happy Valley Stables Subdivision. Mr. Foust made a motion to accept Fees In-Lieu-Of in the amount of \$1250.00 for each of the four lots. Second by Mr. Tanis. **Vote in favor was unanimous. 5-0**

LIAISON REPORTS:

Penns Valley EMS- Cindy Foust provided information on business and personnel matters. The Auxillary committee held their first meeting and defined the groups goals. Fundraisers have been planned and a list of events were presented. Volunteers are always needed.

Penns Valley EMS Municipal Committee- Representatives are reporting back to their municipalities with the options presented for financial assistance.

Emergency Management Coordinator - Attended PEMA training in February. All eight courses required have been completed.

Planning Commission – No new report. Next meeting is Tuesday, March 6th.

Penns Valley Regional Planning Commission - No report

Tri-Municipal Park – Project is out for bid and will be opened March 14th. Two grants were consolidated.

SECRETARY/TREASURER REPORT:

Mr. Foust made a motion to approve the February 12, 2018 Regular Meeting Minutes. Second by Mr. Dutrow. **Vote in favor was unanimous. 5-0.**

DEP will mail letters regarding free radon test kits to 1259 Potter Township residents on March 14th. The coupon expires April 13, 2018.

Penns Valley Boys Soccer Program has requested a monetary donation for their programs' three teams at the Penns Valley High School, Jr. High, Jr. Varsity and Varsity. Mr. Tanis made a motion to grant a \$250 donation for this request. Second by Mr. Foust. **Vote in favor was unanimous. 5-0.**

ROAD SUPERINTENDENT:

PennDOT Roadway Lighting Agreement No 02E023, for electrical road lighting system on State Route 322, Section B06 Western Interchange, on State Routes 2015, 2020, and 8042 presented for review and approval. Agreement requires Potter Township to operate and maintain the lighting system with 50% reimbursement of cost. Mr. Foust made the motion to sign *Resolution R-18-07* authorizing and directing the Chairman of the Board to execute the Agreement. Second by Mr. Decker. **Vote in favor was unanimous. 5-0.**

Country Club Park Flow Report distributed.

Update on road maintenance work and preparation for pipe and paving projects.

Discussion on selling walnut trees that were cut down at Potter Run Park. Mr. Dutrow made a motion to allow sale of logs. Second by Mr. Tanis, **Vote in favor was unanimous. 5-0**

Quotes on purchase of International truck through COSTARS. Mr. Foust made a motion to purchase truck through COSTARS. Second by Mr. Eysenbach. **Vote in favor was unanimous. 5-0**

UNFINISHED BUSINESS:

The application for PA Small Water and Sewer Grant for Bloom Road Sewer has been submitted.

Potter Township Board of Supervisors
March 5, 2018 Meeting Minutes
Page 3 of 3

A waiver valuation for easements required in Potters Mills for the public sewer project must be obtained. A letter of request for this information from the Centre County Tax Assessment Office was presented for approval and signature. Mr. Foust made a motion to sign letter of request for value of easements. Second by Mr. Dutrow. **Vote in favor was unanimous. 5-**

NEW BUSINESS:

Elmer Stoltzfus inquired about zoning and permitted uses for property located at 3366 Penns Valley Pike. Discussion followed.

BOARD/STAFF OTHER MATTERS:

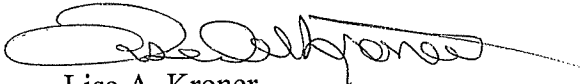
No *Staff Informatives* were pulled for discussion.

ADJOURNMENT:

The Board recessed to hold an Executive Session on legal issues at 8:40 PM.

At 8:58 PM the Executive session ended and regular meeting resumed. No decisions were made. Hearing of no additional business, Mr. Foust offered a motion to adjourn at 8:59 PM. Second by Mr. Tanis. **Vote in favor was unanimous, 5-0.**

Respectfully submitted,



Lisa A. Kroner
Township Secretary/Treasurer