

POTTER TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
Monday, June 18, 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
 Robert Rayman, Solicitor

CALL TO ORDER:

Chair Decker called to order the June 18, 2018, Regular Meeting of the Potter Township Board of Supervisors at 7:00 PM, followed by the Pledge of Allegiance.

PUBLIC COMMENTS:

None

PUBLIC HEARING:

At 7:02 pm, Chairman Decker closed the regular meeting to open the Public Hearing on proposed Ordinance O-18-03. A brief summary of the proposed Ordinance was presented: an Ordinance authorizing the participation of Potter Township in the Pennsylvania Municipalities Pension Trust pursuant to the Pennsylvania Intergovernmental Cooperation Law. No public comments or questions were offered. There being no further comments, Chairman Decker closed the hearing at 7:03 pm.

At 7:04 pm Chairman Decker reopened the regular meeting.

Mr. Tanis made a motion to adopt Ordinance O-18-03, participation of Potter Township in the Pennsylvania Municipalities Pension Trust, as presented. Second by Mr. Foust. **Vote in favor was unanimous. 5-0.**

LIAISON REPORTS:

Zoning – The monthly Zoning Report for May 2018 was examined by the Board of Supervisors. No inquiries were made.

Stanley Wallace, Zoning Officer, offered a Zoning Waiver Request submitted by Mr. & Mrs. Jonathan Berzas. The request is for a waiver to the requirement of installation of a fence installed around an in-ground swimming pool as currently required by the Uniform Construction Code, and allow installation of the automatic safety cover prior to the UCC amendment in October 2018 which will allow automatic safety covers. The Zoning Waiver Request will be heard at a Zoning hearing on July 9th, 2018 at 6:00 PM.

Planning Commission – Dialogue on old rail line designation as potential Rails to Trails area as shown on Official Map.

There was an exchange of ideas regarding the proposed revised sign ordinance. Modifications will be forthcoming in order to compromise on what is necessary to include in ordinance revision.

PUBLIC HEARING:

At 7:32 pm, Chairman Decker closed the regular meeting to open the Public Hearing on Mr. Earl Yearicks's request for Change in Zoning Map. Public comment was offered by Bob Jacobs, Centre County Planning and Community Development, as well as Stanley Wallace, Potter Township Zoning Officer. Mr. Yearick was not in attendance at this hearing. There being no further comments, Chairman Decker closed the hearing at 7:53 pm.

At 7:54 pm Chairman Decker reopened the regular meeting. Mr. Decker proposed deferment of a decision on the request for Change in Zoning Map until the July 9, 2018 meeting of the Board of Supervisors. Mr. Tanis made a motion to defer a decision on the request until the July 9th meeting of the Board of Supervisors. Second by Mr. Foust. **Vote in favor was unanimous. 5-0.**

LIAISON REPORTS (cont'd):

Tri-Municipal Park, Inc. – Counsel for Pennvest indicated that the interim lines of credit obtained by the municipalities for Phase I of the park project be cancelled until after the Pennvest closing. Mr. Foust made a motion to close the Line of Credit only if required and necessary to continue with the Pennvest closing. Second by Mr. Eysenbach. **Vote in favor was unanimous. 5-0.**

SOLICITOR REPORT:

Pennvest closing for Tri-Municipal Park, Inc. is scheduled for July 12, 2018. Mr. Foust made a motion to sign any documents, upon approval by Solicitor Rayman, necessary for Pennvest closing. Second by Mr. Dutrow. **Vote in favor was unanimous. 5-0.**

Tom Kistler, Save Colyer Lake, assured the installation of railing along trail at Colyer Lake will be completed within next 30 days. Photos documenting installation will be provided upon completion of project. An inspection will be performed by Franson Engineering.

SECRETARY/TREASURER REPORT:

Mr. Decker requested a revision to the June 4, 2018, meeting minutes due to omission in transcription. The Potter Township Parks and Recreation Board is also responsible for coordination with the Tri-Municipal Park, Inc. Board and should be so noted in minutes. Mr. Foust made a motion to approve the June 4, 2018 Regular Meeting Minutes with the requested revision. Second by Mr. Tanis. **Vote in favor was unanimous. 5-0.**

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Mr. Tanis made a motion to approve the May 2018 Financial Report. Second by Mr. Foust. **Vote in favor was unanimous. 5-0.**

Mr. Foust made a motion to approve the Check Detail Report and invoices to be paid on June 18, 2018. Second by Mr. Tanis. **Vote in favor was unanimous. 5-0.**

The Department of Auditor General's audit of the Liquid Fuels Tax Fund for January 1, 2016 – December 31, 2017 has been completed. The audit report showed no findings for the Township.

The first quarter budget was provided to Board of Supervisors and Road Superintendent.

ROAD SUPERINTENDENT:

Dirt and Gravel Grant was awarded for Blackhawk Road, in the amount of \$25,250.00.

Penns Valley Youth Center will be helping with mulch at Potter Run Park and the Township office, and a painting project at maintenance building during their annual ServeCamp, June 18-20th.

R&R Fencing was contacted to install 100 feet of fence at Potter Run Park.

Mr. Brooks provided line painting at the Penns Valley EMS building.

PUBLIC HEARING:

At 8:30 PM, Chairman Decker closed the regular meeting to open the Public Hearing the application for Transfer of Liquor License submitted by Sheetz, Inc. There were no representatives from Sheetz, Inc. in attendance. No public comments or questions were offered. Mr. Decker proposed to table the hearing until further notification from Sheetz, Inc. There being no further comments, Chairman Decker closed the hearing at 8:35 pm.

At 8:36 PM Chairman Decker reopened the regular meeting. Mr. Foust made a motion to defer the hearing until further notice from Sheetz. Second by Mr. Tanis. **Vote in favor was unanimous. 5-0.**

UNFINISHED BUSINESS:

No progress has been made with Centre Hall Fire Company regarding the Fire Tax Agreement.

NEW BUSINESS:

Tax collector, Wendy Nolf, submitted a request to purchase a scanner to read the bar codes as part of the new E-collection process for Real Estate and Per Capita taxes. The cost of scanner is \$200. E-collection for Potter Township would begin in 2019. Mr. Foust made a motion to expend the cost of the scanner for E-collection. Second by Mr. Eysenbach. **Vote in favor was unanimous. 5-0.**

Board of Supervisors reviewed a spreadsheet of all current escrow accounts and held discussion on each account. Mr. Foust made a motion to refund balance of \$862.39 to UHS- The Meadows, after expenses for engineer are deducted for their 10-bed addition. Second by Mr. Tanis. **Vote in favor was unanimous. 5-0.**

Mr. Foust made a motion to relinquish the Verizon Landscaping Escrow Account in the amount of \$5,029.96 to Tri-Municipal Park, Inc., for its intended purpose of landscaping and planting trees at Tri-Municipal Park. Second by Mr. Tanis. **Vote in favor was unanimous. 5-0.**

No *Staff Informatives* were pulled for discussion.

ADJOURNMENT:

Hearing of no additional business, Mr. Decker announced an Executive Session to be held at this time. The regular meeting was closed at 8:45 PM for the Executive Session to commence.

The Executive Session concluded at 8:56PM and the regular meeting was reopened. Mr. Decker announced that no decisions were made in the Executive Session.

There being no further business to discuss, Mr. Foust made a motion to adjourn at 8:57 PM. Second by Mr. Tanis. **Vote in favor was unanimous, 5-0.**

Respectfully submitted,



Lisa A. Kroner
Township Secretary/Treasurer