

**POTTER TOWNSHIP
BOARD OF SUPERVISORS
MEETING OF February 6, 2017**

The regularly scheduled meeting of the Potter Township Board of Supervisors was held Monday, February 6, 2017 at 7:00 P.M. at the Potter Township meeting room, 124 Short Road, Spring Mills, PA with Supervisors Dick Decker, Jake Tanis, Melvin Dutrow, Karl Eysenbach, and Denny Foust attending.

Staff present: Road Supt. Budd Brooks, Secretary/Treas Lisa Kroner.

Guests present: Wes & Sally Rowley, Dave Keller, Wendy Nolf, Allen Ishler, Bob Jacobs and Mike Troyan

At 7:00 P.M. Chairman Decker opened the meeting with the pledge to the flag.

Public Comments

- Allen Ishler voiced concerns about vehicles speeding on Weaver Road and Sinking Creek Road, and the safety of buggy traffic. Mr. Ishler requested signs noting buggy traffic. Mr. Brooks will get quotes for signs.

Approval of the Minutes & Treasurer's Report

- Minutes of January 9, 2017 were reviewed. Mr. Foust requested an additional note be added to the Bridge Inspection Report presented by Road Superintendent Budd Brooks to now read "Inspections have been moved to every other year as permitted by State law". Mr. Foust made a motion to approve the minutes with this addition, seconded by Mr. Tanis. **Motion carried 5-0.**

Subdivisions

- Henry Surveys, LLC requested written confirmation indicating approval of proposed parkland dedication or fee in-lieu-of for the Sharon Bubb subdivision. In-lieu-of fee must be noted on the drawings. Mr. Foust made a motion to accept the fee in-lieu-of parkland for the Sharon Bubb subdivision, seconded by Mr. Tanis. **Motion carried 5-0.**
- Karl Eysenbach requested approval for fee in-lieu-of for Eysenbach subdivision. In-lieu-of fee must be noted on drawings. Mr. Tanis made a motion to accept the fee in-lieu-of parkland for the Eysenbach subdivision, seconded by Mr. Foust. **Motion carried 4-0** (Karl Eysenbach abstained from vote)

Centre Hall Fire Company – Dave Keller

- At the Fire Tax Committee meeting discussion was held on creating a financial team comprised of Borough Council, Township Supervisors, Fire Company and members at large to determine financing for new building. Committee is proposing a meeting with municipalities to discuss new building and obtain feedback. Breakfast with Santa event was a great success in 2016.

Aggregate Bid Opening for 2017 @ 7:15 P.M.

Aggregate Bids from two (2) Bidders: 1. Glenn O. Hawbaker, Inc., and 2. Hanson Aggregates, PA were received, opened, and read aloud. Mr. Foust made the motion for conditional approval of Glenn O. Hawbaker's bid after review and on the condition all paperwork is correct, seconded by Mr. Tanis, **motion carried 5-0.**

Planning Commission Report

- Bob Jacobs reported on Planning Commission discussion on plan use and zoning issues. Items included potential development activity in inappropriate locations while planning for the new 322 corridor. Their recommendation in the rural residential district is to eliminate the larger retail activities. Proposal would add neighborhood retails to the rural residential district to allow retail use not to exceed 2,000 square feet, allowing for smaller village type of commercial operations. Proposed recommendations will be presented to the Board in writing.
- Mr. Eysenbach reported the Planning Commission's proposal to partner with PVCA for Source Water Protection was well received.

Tri-Municipal Park Report

- A fully executed agreement between DCNR, Centre Hall Boro, Potter and Gregg Townships approving the fourth site allowed on Tri-Municipal Park land and the Easement Agreement with Verizon has been received.
- Mike Troyan gave a presentation including an overhead site map of the latest version of the master plan, explaining the main features, natural areas and activities. The Board is in support of the plans.

Secretary's Report – Lisa Kroner

- Official appointment of Sally Tanis as Emergency Management Coordinator for Potter Township was received from PEMA.
 - An Open Records Request has been received from Landmark Dividend, LLC, a marketing company.
 - CCAMS meeting on February 23rd at 11:30 A.M. at College Township
- All correspondence was copied to the Supervisors. No questions.

Road Superintendent's Report – Budd Brooks

- Traffic light modifications- approval to bid when documents arrive from PennDOT
- All equipment is in operation.
- Final paperwork for Potter Run Park grant has been completed by Budd and Mike Bloom

Country Club Park

- County Club Park flow reports were distributed
- Sludge was pumped last week. Manholes were pulled as well to look for problems.

Old Business

- Potters Mills Central System – Permits received from County to do stream crossings.
- Bloom Road – Applied for grant with DCED. Easements are being obtained from four property owners. Mr. Tanis made a motion approving Dick Decker to sign easements and have notarized for Township to be submitted to DCED, seconded by Mr. Dutrow. **Motion carried 4-0 (Mr. Decker abstained from vote).**
- SMP civil case – Decision was successful for Township.
 - Final draft of 2017 Sewer Maintenance Program property owner letters was reviewed.
 - Budgeted amount for Ag Preservation easements for 2017 is \$10,000.

New Business

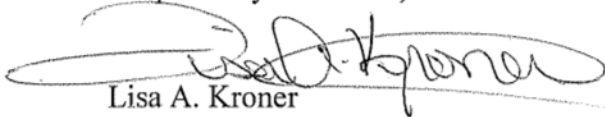
- Centre County Elections Office has requested use of the facility as a polling place for the May 16, 2017 Municipal Primary and November 7, 2017 Municipal Election. Mr. Tanis made a motion to approve the request for use of facility for 2017 elections, seconded by Mr. Foust. **Motion carried 5-0.**
- Reviewed Centre County Commissioners request for feedback from municipalities regarding the optional \$5 fee for local transportation projects, ie. bridge and road maintenance. No action taken. Tabled until Feb. 13th meeting.
- Tax Collector, Wendy Nolf, requested approval for exonerations from Per Capita. A list was submitted of deceased residents and people who moved from Township prior to 2017. A motion was made by Mr. Foust to approve the list of exonerations, seconded by Mr. Eysenbach. **Motion carried 5-0.**
- Ms. Nolf requested a deadline for Per Capita payments to be accepted. The consensus of the Board was to not allow acceptance of delinquent Per Capita by Ms. Nolf after she has closed the books for the year. Discussion followed on adding additional costs to Certificate of Mailing for postage. Solicitor will be consulted.
- Signs are being erected by Boy Scouts identifying the Ag Preservation Farms in Potter Township. Signs are required to be permitted. Mr. Eysenbach made a motion to waive the sign permit fee for the Boy Scout project, seconded by Mr. Foust. **Motion carried 5-0.**
- Pennvest SAF authorization for electronic signatures for projects. Mr. Tanis made a motion authorizing Mr. Decker to sign the authorization, seconded by Mr. Eysenbach. Motion carried 5-0. (Mr. Decker abstained from vote.)
- PA Rural Water Association is seeking nominations for Board positions. No nominations were made.

Open Discussion- None

At 8:20 P.M Chair Decker recessed the meeting for an executive session to discuss personnel issues. No decisions were made. Executive session was closed at 8:47 P.M and the regular meeting reconvened.

At 8:50 P.M. the regular meeting adjourned by motion of Mr. Foust and seconded by Mr. Tanis.

Respectfully submitted,



Lisa A. Kroner
Secretary/Treasurer

PVCA – Penns Valley Conservation Association
DCNR – Department of Conservation and Natural Resources
CCAMS – Centre County Association of Municipal Secretaries
DCED – Department of Community & Economic Development
SMP – Sewer Maintenance Program
SAF – Signature Authorization Form