

**POTTER TOWNSHIP
BOARD OF SUPERVISORS
MEETING OF April 3, 2017**

The regularly scheduled meeting of the Potter Township Board of Supervisors was held Monday, April 3, 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/Treasurer Lisa Kroner.

Guests present: Wes & Sally Rowley, Kaity Mothersbaugh, Mary Ellen Whalen, Mike Neff, Martha Dunkleberger, Owen McFeely, and Ann Glacer.

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

Public Comments - None

Approval of the Meeting Minutes

Minutes of March 13, 2017 meeting were reviewed. Mr. Foust made a motion to approve the minutes as presented, seconded by Mr. Dutrow. **Motion carried 5-0.**

Subdivisions – None

Zoning Report – No report.

Planning Commission Report

- Discussion on cellphone data towers being erected throughout the County without prior contact of landowners and no discussion with municipalities regarding local ordinances or permits. PSATS and Solicitor input requested.

Tri-Municipal Park Report

- Line of Credit – closing documents signed at JSSB was Friday, March 31st. This Line of Credit is for grant matching only. Mr. Eysenbach, Mr. Tanis and Mr. Dutrow signed a resolution which obligates township to cover expenses if DCNR grant application is denied. The expense would be split with Gregg Township and Centre Hall Borough.

Secretary's Report – Lisa Kroner

- Website has been updated with current information, applications and forms.
- Newsletter going to print this week; tentatively mailed week of April 10th.
- Zoning Database now live on Secretary's computer.
- Distributed revised PA Ethics Act manuals and Second Class Township Code Supplement #6.
- Independent Audit Report and DCED Annual Financial Statement completed by Baker Tilly. Submitted electronically to DCED on March 31st.
- Welcome Folder presentation. Discussion to follow April 10th meeting.
- All correspondence copied to the Supervisors. No questions.

At 7:15 pm the Paving Bids were opened.

Total of three bids were opened. HRI, Inc. bid: \$132,285.00; Glenn O. Hawbaker bid: \$126,207.00; Dave Gutellius Excavating, Inc. bid: \$174,134.00. Apparent low bidder was Glenn O. Hawbaker. Bid Bonds were included with each bid received. Mr. Dutrow made a motion to accept the bid from Glenn O. Hawbaker, seconded by Mr. Foust. **Motion carried 5-0.**

Road Superintendent's Report – Budd Brooks

- Brush Collection May 1 & 2, 2017
- Riff Raff May 5 & 6, 2017 with Senior Citizen & handicapped collection on May 4, 2017.
- Received Application for Dirt & Gravel Grant
- County Aid Liquid Fuels Allocation previously applied for and approved for 2017 paving signed by Supervisors.
- Upcoming work: shoulder repair from plow damage during snow events, sweeping/cleaning up development, removing snow fence.
- Green Light Go Grant resolution previously approved was signed by Mr. Decker.
- Country Club Park –Water pump control issue. New pump installed and old pump repaired. Ammonia levels being monitored at Sewer plant. Flow report distributed to Supervisors
- Presented quote from Robert Horner for mowing at Country Club Park. Quote \$90 per mowing. Mr. Foust made a motion to accept the quote and enter into agreement with Mr. Horner for mowing at County Club Park, seconded by Mr. Tanis. **Motion carried 5-0.**

Old Business

Potters Mills Central System – Water Quality Permit to be approved May 5th.

Bloom Road – Notification received that the Small Sewer & Water System Grant application was not selected for grant money. Discussed additional options for installing system if other grant financing is unavailable.

New Business

Penn State Procurement Services offers program on shopping and bidding for electricity through qualified suppliers. Municipalities are exempt from paying sales tax and a refund from West Penn Power will be requested. Mr. Eysenbach made a motion to approve partnership with Penn State Procurement Services COSTARS to shop for electricity through COSTARS and bid suppliers in May 2017, seconded by Mr. Dutrow. **Motion carried 5-0.**

Mr. Decker discussed working with Harris Township in support of keeping the 322 project from Potters Mills on existing pathway. PennDOT has approved spending additional \$3 million to study project again. Supervisors are in favor of a meeting with Harris Township for further discussion.

Open Discussion

- Ms. Glacier inquired about previous discussion on nonresident parking tax, and request clarification on COSTARS program.

At 7:45 P.M. the regular meeting adjourned by motion of Mr. Dutrow and seconded by Mr. Foust. Motion carried 5-0.

Respectfully submitted,

Lisa A. Kroner
Secretary/Treasurer

PSATS- Pennsylvania State Association of Township Supervisors
DCED – Department of Community & Economic Development
COSTARS - Commonwealth of Pennsylvania's Cooperative Purchasing Program
DCNR – Department of Conservation and Natural Resources