

POTTER TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
 Monday, February 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 February 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 SPEAKER:

Tom Kistler, Save Colyer Lake, LLC, offered an update on improvements at Colyer Lake. Kayak docks were installed in August 2017. Designs for railing along walking trail will be obtained and presented to Board of Supervisor and Engineer before installation. Project to be financed by Save Colyer Lake, LLC.

Aggregate Bid Opening for 2018 @ 7:15 P.M.

Aggregate Bids from two (2) Bidders: 1. Glenn O. Hawbaker, Inc., and 2. Hanson Aggregates, PA were received, opened and reviewed for acceptable bid bond and compliance with requirements of the proposal. Mr. Foust made a motion to accept the bid for the year's supply of stone submitted by Glenn O. Hawbaker pending review of proposal. Contracted bid amount \$ 92,879.00. Second by Mr. Tanis. **Vote in favor was unanimous. 5-0.**

CONSENT AGENDA:

Mr. Dutrow made a motion to approve the January 8, 2018 Regular Meeting Minutes. Second by Mr. Tanis. **Vote in favor was unanimous. 5-0.**

LIASON REPORTS:

Penns Valley EMS- Cindy Foust reported there are currently 1580 memberships received out of average of 2500. Lindsay Covalt has volunteered to spearhead assembly of an Auxillary Committee . Volunteers are desperately needed.

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

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Penns Valley Regional Planning Commission - Last meeting included discussion on Comprehensive Plan, as well as progress of municipal officials committee discussing Penns Valley EMS stability.

Tri-Municipal Park – By-laws of Tri-Municipal Park, Inc. were presented for approval and adoption. Mr. Eysenbach made a motion to adopt the by-laws for Tri-Municipal Park, Inc as presented. Second by Mr. Foust. **Vote in favor was unanimous. 5-0.**

Discussion followed on appointment of (3) three persons to serve on Board of Directors representing Potter Township. Mr. Tanis made a motion to appoint Karl Eysenbach, Mike Troyan and Todd Bowersox to serve on Board of Directors until December 31, 2018. Second by Mr. Foust. **Vote in favor was unanimous. 5-0.**

Motion to sign proposal for engineering services through Nittany Engineering for DCNR grant and PennVest. Mr. Foust made a motion to approve proposal. Second by Mr. Eysenbach. **Vote in favor was unanimous. 5-0.**

Motion to approve BSA/LA Letter of Approval for Assistance with DCNR Grant Requirements. Mr. Foust made a motion to approve proposal. Second by Mr. Eysenbach. **Vote in favor was unanimous. 5-0.**

Emergency Management Coordinator - Update on training completed through Centre County Emergency Management office. Scheduled to attend PEMA training in conjunction with Centre County EM in February.

Penns Valley EMS Municipal Committee- Next meeting scheduled for February 20th at 7PM, Potter Township meeting room.

SECRETARY/TREASURER REPORT:

Representative Kerry Benninghoff will hold a *Town Hall Meeting* for the public at the Potter Township meeting room on Wednesday, March 28, 2018 from 6:30PM to 8:00PM.

Centre County Elections Office has requested use of the facility as a polling place for the May 15, 2018 General Primary and November 6, 2018 General Election. Mr. Tanis made a motion to approve the request for use of facility for 2018 elections. Second by Mr. Foust. **Vote in favor was unanimous. 5-0.**

All end of year reports and quarterly/year-end taxes have been filed.

State Ethics Commission Statement of Financial Interest forms distributed and are due May 1, 2018

Ms. Kroner has been appointed to serve a 3-year term on the State Associations' Secretary/Manager Committee effective January 1, 2018.

A quotation for lease of a copy machine was reviewed. Mr. Foust made a motion to enter into a lease agreement with DBB (Doing Better Business) for a new copy/print/fax/scan machine. Second by Mr. Eysenbach. **Vote in favor was unanimous. 5-0.**

ROAD SUPERINTENDENT:

Application for County Aid to support a battery back-up system to handle operation of traffic signals at the Old Fort intersection has been approved by Centre County Commissioners. Allocation is for \$7,000 from County Liquid Fuels Tax Funds. Estimated project cost is \$8,300. Mr. Tanis made a motion to execute the approved application. Second by Mr. Foust. **Vote in favor was unanimous. 5-0.**

Discussion on condition of 2000 International truck .

Country Club Park Flow Report distributed. Update on maintenance at facility.

2017 Chapter 94 Wasteload Management Report, pursuant to State Regulations, submitted for approval by Board and signature. Mr. Foust made a motion to approve the annual report as completed and authorize Mr. Decker to sign on Townships behalf. Second by Mr. Eysenbach. **Vote in favor was unanimous. 5-0.**

Request for Budd Brooks and Dick Decker to attend the 2018 PA Rural Water Association Annual Conference on March 20-23, 2018. Mr. Tanis made a motion to approve registration, attendance and expenses for Conference. Second by Mr. Eysenbach. **Vote in favor was unanimous. 5-0.**

UNFINISHED BUSINESS:

Agreement for Professional Services with The EADS Group, Inc. has been reviewed by Board. Mr. Tanis made a motion to approve signing the agreement for Miscellaneous Engineering Services. Second by Mr. Dutrow. **Vote in favor was unanimous. 5-0.**

Spring Creek Watershed Commission Alternative Representative vacancy. Board will continue to seek an alternate representative for this Commission.

Mr. Decker reported core drilling has commenced for the Potters Mills Central System project.

Discussion on application for PA Small Water and Sewer Grant for Bloom Road Sewer. Mr. Eysenbach made a motion to approve submittal of application for grant and \$100 application fee. Second by Mr. Tanis. **Vote in favor was unanimous. 5-0.**

NEW BUSINESS:

Mr. Foust made a motion to appoint Mark Ralston as Potter Township’s Board Member on the Centre Hall-Potter Sewer Authority. Second by Mr. Tanis. No further discussion. **Vote in favor unanimous. 5-0**

Tax Collector, Wendy Nolf, requested approval for exonerations from 2017 Per Capita. A list was submitted of residents who qualify for exonerations. A motion was made by Mr. Foust to approve the list of exonerations. Second by Mr. Tanis. **Vote in favor was unanimous. 5-0.**

The Department of Environmental Protection, Bureau of Radiation Protection is offering free Radon Test Kits for residents in Potter Township. Mr. Tanis made a motion to enroll in the program and provide names and addresses of residents obtained from Centre County GIS Department. Second by Mr. Foust. **Vote in favor was unanimous. 5-0**

Zoning Hearing Board Application Fee was reviewed. Mr. Foust made a motion to increase application fee to \$850 and remove the deposit fee . Second by Mr. Tanis. **Vote in favor was unanimous. 5-0**

The Sewage Management Inspection letters for 2018 will be mailed on March 1, 2018. The Board reviewed a draft of notice and invoice for this years’ pumping and/or inspections.

STAFF AND INFORMATIVES:

No *Staff Informatives* were pulled for discussion.

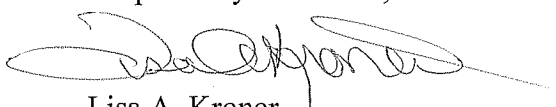
BOARD/STAFF OTHER MATTERS:

ADJOURNMENT:

The Board recessed to hold an Executive Session on legal issues at 9:05PM. No decisions were made.

At 9:30 PM the Executive session ended and regular meeting resumed. Hearing of no additional business, Mr. Foust offered a motion to adjourn at 9:35 PM. Second by Mr. Dutrow. **Vote in favor was unanimous, 5-0.**

Respectfully submitted,



Lisa A. Kroner
Township Secretary/Treasurer