

POTTER TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
November 12, 2018
124 Short Road, Spring Mills, Pennsylvania

ATTENDED BY:

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

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

CALL TO ORDER:

Vice-Chair Jake Tanis called to order the November 12, 2018, Regular Meeting of the Potter Township Board of Supervisors at 7:00 PM, followed by the Pledge of Allegiance.

PUBLIC COMMENTS:

None

SOLICITOR REPORT:

The Fire Protection Agreement with Centre Hall Fire Company is still pending signatures by Fire Company. No further progress with Cooperative Agreement.

Solicitor Rayman presented a fee letter confirming the scope of and fee for the services to be rendered by Solicitor Rayman in connection with closing a long-term Pennvest Loan. Mr. Foust made a motion to approve and sign the Solicitor Legal Services for regarding Financing for Sewer System Upgrades. Second by Mr. Eysenbach. **Vote in favor was unanimous. 5-0.**

Chairman Decker excused himself from attendance at the meeting due to a prior commitment.

LIAISON REPORTS:

Planning Commission – Sign Ordinance review and discussion is ongoing. Board will discuss meeting dates for 2019. Fee schedule will be reviewed for possible changes/additions in 2019.

SECRETARY/TREASURER REPORT:

Mr. Dutrow made a motion to approve the November 5, 2018 Regular Meeting Minutes as presented. Second by Mr. Foust. **Vote in favor was unanimous. 4-0.**

Mr. Foust made a motion to approve the October 2018 Financial Report. Second by Mr. Dutrow. **Vote in favor was unanimous. 4-0.**

Mr. Foust made a motion to approve the Check Detail Report and invoices to be paid on November 12, 2018. Second by Mr. Dutrow. **Vote in favor was unanimous. 4-0.**

ROAD SUPERINTENDENT:

The new International dump truck has been delivered by the manufacturer. The truck will be painted and then taken for service.

UNFINISHED BUSINESS:

An updated employee handbook is nearing completion. Job descriptions are being updated. A resolution for adoption is pending for December 10th meeting.

NEW BUSINESS:

Mr. Tanis announced an Executive Session was held tonight at 6:30 pm, before the Regular meeting of the Board, regarding personnel matters.

PA Chamber Insurance has provided quotes for Short-Term and Long-Term Disability plans. After review of the plans from Cigna and Nationwide, Mr. Dutrow made a motion to approve providing Short-term and Long-term Disability through Cigna for the full-time employees effective December 1st, with employer contribution being 100%. Second by Mr. Foust. **Vote in favor was unanimous. 4-0.**

ADJOURNMENT:

There being no further business to discuss, Mr. Foust made a motion to adjourn at 8:00 PM. Second by Mr. Dutrow. **Vote in favor was unanimous. 4-0.**

Respectfully submitted,

Lisa A. Kroner
Township Secretary/Treasurer