

POTTER TOWNSHIP BOARD OF SUPERVISORS

Meeting Minutes

Monday, January 21, 2019

ATTENDED BY:

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

Staff: Lisa Kroner, Township Secretary/Treasurer

CALL TO ORDER

Chairman Decker called the January 21, 2019, regular meeting of the Potter Township Board of Supervisors to order at 7:00 PM, followed by the Pledge of Allegiance.

PUBLIC COMMENTS

There were no citizens present to discuss items not on the agenda.

SPECIAL PRESENTATIONS

Tyler Fink and Shawn Robb, who presented on behalf of Penns Valley Little League, informed the Board of their search for a grant to purchase and install lights at the Centre Hall A baseball field. The league is inquiring if the Township can be the agent for the grant monies. The Supervisors will consult with the Solicitor on this request.

CONSENT AGENDA

Mr. Dutrow made a motion to approve the minutes of January 7th organization meeting, January 7th regular board meetings, and December Treasurer's Report with payment voucher for January. Mr. Foust seconded the motion. **Motion carried unanimously.**

UNFINISHED BUSINESS

Davis Araujo, representing Centre Hall Fire Company, provided an updated draft copy of a new Joint Fire Protection Agreement and Fire Tax Agreement. Specific edits were noted. The Board of Supervisors will review with the Solicitor and provide comments.

A Request for Non-Building Declaration was presented by Zach Gay, surveyor, on behalf of Chad Stover and Christina Lamey. The request is made to add ½ acre from lands of Christopher and Rebecca Boone to Chad Stover and Christina Lamey for the express purpose of existing residential use. Mr. Eysenbach made a motion to approve the request for Non-Building Waiver. Mr. Tanis seconded the motion. **Motion carried unanimously.**

Interviews with prospective members for the Planning Commission have been completed. Two letters of interest previously received were rescinded by the applicants. Mr. Tanis made a motion to appoint Michelle Brown to the 4-year term, and Scott Floray to a 1-year term to replace Tom Doman, who resigned. The Board thanked all of the applicants for their interest in serving on the Planning Commission.

NEW BUSINESS

Mr. Decker stated an executive session was held prior to this meeting.

Notification was received from First National Bank of the closing of their Centre Hall branch. The safe deposit box at the bank will need to be relocated. Options for other locations will be looked at.

The 4th quarter Right-to-Know report was distributed. No requests were received during the last quarter of 2018.

Mr. Decker requested approval of registration for Budd Brooks and himself to the PA Rural Water Association annual conference in State College from March 26th –March 29th. Mr. Foust made a motion to approve registration for both Dick Decker and Budd Brooks. Mr. Tanis seconded the motion. **Motion carried unanimously.**

Property owners connecting to the Potters Mills Central Sewer System who meet the eligibility criteria may receive a Housing Rehab Grant. These grants come to the County through HUD and PA DCED to help with the burden of connecting to public sewer systems. An advertised public meeting will be held late spring to inform the property owners in the sewer service area to discuss the project and application process.

COMMITTEE REPORTS

A. *Penns Valley EMS*- No report.

B. *Planning Commission* – Meeting minutes of December 4, 2018 were submitted. It is the desire of the Planning Commission to continue to have a recording secretary. Mr. Tanis made a motion to approve a recording secretary for the Planning Commission at the hourly rate of \$12.00. Mr. Eysenbach seconded the motion. **Motion carried unanimously.**

C. *Penns Valley Regional Planning Commission* – Nothing to report. The first meeting of 2019 is January 21st.

D. *Tri-Municipal Park, Inc.* – A financial plan was created for 2019. Discussion on options to remedy the financial shortfall. Mr. Tanis made a motion to accept the cash flow analysis in lieu of the fixed budget in order to proceed with park business and operations.

Mr. Dutrow made a motion to contribute additional funds, either through In-lieu-of Parks and Rec Fund or Line of Credit with the stipulation that Centre Hall Borough and Gregg Township contribute as well.

E. *Parks & Recreation Board* – The Parks and Recreation Board ordinance was reviewed. Officers for 2019 were elected. The Board wishes to design a mission statement as one of their first tasks.

STAFF REPORTS

Road Superintendent – Mr. Decker reported the generator has been installed at Country Club Park treatment facility.

Township Secretary – The office will be closed from January 28th thru February 1st. The Zoning office will be open during their normal hours.

COMMUNICATIONS TO THE BOARD

- The Penns Valley Area School District is holding community meetings to hear residents’ land use ideas for the acreage and property owned by the District. The meetings will be held at 6:30 pm in the High School Auditorium on January 31st and March 19th.
- A Town Hall Meeting on Opioid Epidemic will be held on February 12th at 6:30 pm in the Penns Valley High School Auditorium. – Centre County District Attorney
- Centre County Office of Adult Services will take part in the 2019 Point-in-Time (PIT) statewide initiative. Teams will be out in the community on January 24th to provide outreach and collect valuable data on our unsheltered homeless population. They will provide care packages and offer assistance as well.

CALENDAR ITEMS

| | |
|------------------------------------|--------------------------------------|
| Monday, February 4th | Board of Supervisors Regular Meeting |
| Tuesday, February 5th | Planning Commission Meeting |
| Tuesday, February 12 th | Parks & Recreation Board Meeting |
| Monday, February 18 th | Board of Supervisors Regular Meeting |

ADJOURNMENT

Mr. Decker called for adjournment. With no further business to come before the Board of Supervisors, Mr. Foust made a motion to adjourn the meeting. Mr. Tanis seconded the motion. The meeting adjourned at 8:09 p.m.

Respectfully submitted,

Lisa A. Kroner

Lisa Kroner, Township Secretary
For the Board of Supervisors