

**POTTER TOWNSHIP BOARD OF SUPERVISORS**

Meeting Minutes

Monday, March 4, 2019

**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**

Chairman Decker called the March 4, 2019, regular meeting of the Potter Township Board of Supervisors to order at 7:00 PM, followed by the Pledge of Allegiance.

**PUBLIC COMMENTS**

Don Pecht requested information on the Fire Protection and Fire Tax Agreement with Centre Hall Fire Company. This is a 10-year agreement. The building subcommittee is comprised of Melvin Dutrow, Karl Eysenbach and Larry Bair.

**SPECIAL PRESENTATIONS**

John Sepp, PennTerra Engineering, presented a sketch plan for a potential development of the McClenahan Properties, LLC, located south of Lower Brush Valley Road. The sketch plan will also be reviewed by the Planning Commission for their comments and input.

**CONSENT AGENDA**

Mr. Foust made a motion to approve the minutes of the February 18, 2019, board meeting as presented. Mr. Dutrow seconded the motion. **Motion carried unanimously.**

**UNFINISHED BUSINESS**

A Contractor's Application for Payment No. 2 on behalf of Sippel Development Co. Inc. was submitted in the amount of \$171,811.80. Mr. Tanis made a motion to approve the payment request, and allow Mr. Decker to sign the application outside the meeting once paper copy is received from Century Engineering. Mr. Eysenbach seconded the motion. **Motion carried unanimously.**

Work Change Directive No. 1 was offered to direct Sippel Development Co., Inc. to provide and install poly ball valves in lieu of specified iron plug valves in the force main piping for raw sewage and effluent. Contractor has offered a project credit in the amount of \$18,310.00.

Mr. Tanis made a motion to authorize Work Change Directive No. 1 and accept the credit. Mr. Foust seconded the motion. **Motion carried unanimously.**

Mr. Dutrow made a motion to sign release the Fire Protection Tax monies from 2018 to the Centre Hall Fire Company. Mr. Eysenbach seconded the motion. **Motion carried unanimously.**

### **NEW BUSINESS**

Mr. Decker announced there would be an Executive Session regarding personnel issues immediately following tonight's regular meeting.

The Road Turnback Annual Maintenance (\$26,240.00) and Liquid Fuels Tax Fund (\$240,439.12) allocations were received from the Commonwealth of PA on March 1<sup>st</sup>.

Mr. Foust made a motion to purchase (10) seminar/conference tables and 35 chairs for use in the conference room. The 2019 budget contained a line item in the amount of \$1,700 for this purchase. Mr. Tanis seconded the motion. **Motion carried unanimously.**

The Centre County MPO (Metropolitan Planning Organization) discussed Gov. Tom Wolf's announcement that the state Department of Transportation is committing funding toward a \$670 million project intended to improve the connection on U.S. Route 322 between the top of the Seven Mountains and State College.

### **STAFF REPORTS**

*Road Superintendent* – The generator at Country Club Park ran approximately 8 hours during the wind storm last week.

- Boalsburg Scout Troop has requested permission to clean-up the trail at Colyer Lake this spring as part their work for a merit badge
- The promoter for the Trans-Sylvania Mountain Bike Epic has requested permission to use the trail at Colyer Lake for the last stage of their event Memorial Day weekend. The group will obtain liability insurance naming the municipality as an additional insured, and each participant will be required to sign a waiver of liability for event permission. Mr. Tanis made a motion to approve use of the trail at Colyer Lake for this event under condition that the Certificate of Insurance is received by the Township before the event. Mr. Foust seconded the motion. **Motion carried unanimously.**

*Township Secretary* – Statement of Financial Interest forms are due May 1<sup>st</sup>.

### **COMMITTEE REPORTS**

- A. *Emergency Management Coordinator* – Centre County Government, through the Department of 9-1-1, subscribes to an emergency communications network known as OnSolve. OnSolve CodeRED is a mass notification system used to alert the public about high level situations or incidents that may impact their safety. CodeRED will notify you if your jurisdiction experiences any situation that requires immediate public awareness.

This system allows large numbers of people to quickly receive targeted emergency notifications. Thousands of messages sent simultaneously. As a local resident of Centre County everyone is encouraged to take action and register their home address, home phone number, cell phone and email address for this free service. Enrollment into the program is completely voluntary by the individual.

- B. *Planning Commission* – No report.
- C. *Penns Valley Regional Planning Commission* – No report.
- D. *Tri-Municipal Park, Inc.* – Board has selected a fundraising expert who will begin the fundraising process.
- E. *Penns Valley EMS*- To date, over \$38,000 has been recovered through collections filed with the District Magistrates office. EMS meeting minutes and financial statements were received.

#### **COMMUNICATIONS TO THE BOARD**

- Clearwater Conservancy has asked for support with the Watershed Cleanup Day on April 20<sup>th</sup>. They will be notified of any sites in the municipality that would benefit from a volunteer group working to clean them up. Mr. Dutrow made a motion to support this effort by donating equipment to clean up collection locations. Mr. Foust seconded the motion.  
**Motion carried unanimously.**

#### **ADJOURNMENT**

Mr. Decker called for recess at 8:15 pm to hold Executive Session. With no further business to come before the Board of Supervisors, Mr. Tanis made a motion to adjourn the meeting. Mr. Foust seconded the motion. The meeting adjourned at 8:40 p.m.

Respectfully submitted,

*Lisa A. Kroner*

Lisa Kroner, Township Secretary  
For the Board of Supervisors