

POTTER TOWNSHIP BOARD OF SUPERVISORS

Meeting Minutes

Monday, April 8, 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
Robert Rayman, Solicitor

CALL TO ORDER

Chairman Decker called the April 8, 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.

CONSENT AGENDA

Mr. Tanis made a motion to approve the minutes of the April 1, 2019, board meeting as well as March 2019 Financial Report and payment vouchers as presented. Mr. Foust seconded the motion. **Motion carried unanimously.**

TOWNSHIP BUSINESS:

A Contractor's Application for Payment No. 3 on behalf of Sippel Development Co. Inc. was submitted in the amount of \$104,782.68. Mr. Decker made a motion to approve the payment request. Mr. Tanis seconded the motion. **Motion carried unanimously.**

Nittany Engineering & Associates will submit Contractor's Application for payment requests for review & approval at the 2nd monthly meeting of the Board of Supervisors. If additional information is necessary, it will be sought in the days following the meeting.

Rick Bair, CPA from Baker Tilly, presented the completed 2018 DCED Financial Report for approval. Mr. Foust made a motion to accept the 2018 DCED Financial Report as presented and approve submittal to DCED. Mr. Eysenbach seconded the motion. **Motion carried unanimously.**

Mr. Tanis inquired if The Meadows Psychiatric Center or Centre County Emergency Management has a plan in place to notify or alert neighbors of The Meadows when a patient has

left the facility without being discharged. An inquiry will be made to both The Meadows and Centre County Emergency Services.

Discussion also took place on Haz Mat sheets for businesses in Potter Township using or storing hazardous materials at their facilities. Centre County Emergency Services will be contacted for their list of businesses known to use/store these materials.

A proposed amendment to the Real Estate Tax Ordinance was presented by Solicitor Rayman. Amendment provisions allow for payments to be made and cleared before December 31st each year. Personal checks for the payment of real estate taxes would not be accepted after December 15th for the payment of real estate taxes due in that calendar year. Payments would be required to be made by certified or cashier's check, money order, or cash from December 15th to December 31st. Discussion followed on ordinance amendment versus resolution. Mr. Foust made a motion for the provisions regarding payments of real estate taxes be presented for adoption as a resolution rather than ordinance. Mr. Tanis seconded the motion. **Motion carried unanimously.** A resolution will be presented at the May 20th meeting of the Board of Supervisors.

A Letter of Interest was received by Justin Seyler to participate as a board member on the Parks and Rec Board. After review of qualifications and further discussion, Mr. Eysenbach offered a motion to appoint Justin Seyler to the Parks and Recreation Board. Mr. Tanis seconded the motion. **Motion carried unanimously.**

Senator Jake Corman has requested the Board's consideration of a proposal received by a constituent to officially name a portion of State Route 144 beginning at the intersection of Pennsylvania Route 64 in Pleasant Gap through Centre Hall Borough, and ending at the intersection of SR 45 in Potter Township as the Duster-Quad 50-Seachlight Highway. The Duster-Quad 50-Seachlight Highway would intersect with SR192, which was recently named the Central Pennsylvania Vietnam Veterans Memorial Highway. Following discussion, Mr. Tanis moved to provide a letter of support to Senator Corman for this proposal. Motion seconded by Mr. Eysenbach. **Motion carried unanimously.**

STAFF REPORTS

Solicitor—Verizon has been notified in writing regarding the need for maintenance and/or replacement of trees surrounding the Verizon cell tower at the park.

Road Superintendent – Mr. Dutrow made a motion to approve paving projects for 2019 as requested by Budd Brooks. Mr. Tanis seconded the motion. **Motion carried unanimously.**

The canopy over the entrance to the office is leaking. Cost to replace canopy is \$2,300.00. Mr. Dutrow made a motion to approve replacement of the canopy. Motion seconded by Mr. Tanis. **Motion carried unanimously.**

Monthly Flow Reports for Country Club Park were distributed.

Township Secretary – Spring 2019 newsletter was mailed on March 30th. Construction progress meetings for Potters Mills Sewer Project are held every other Tuesday at 1:00 pm in the conference room. Next meeting is April 30th.

Zoning—March zoning report reviewed. No questions presented.

COMMITTEE REPORTS

A. *Planning Commission* – Continued work on updating sign ordinance.

COMMUNICATIONS TO THE BOARD

- Annual Wasteload Management (Chapter 94) Report for Centre Hall-Potter Wastewater Treatment Plant

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 7:55 p.m.

Respectfully submitted,

Lisa A. Kroner

Lisa Kroner, Township Secretary
For the Board of Supervisors