

POTTER TOWNSHIP BOARD OF SUPERVISORS

Meeting Minutes

Monday, June 3, 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 June 3, 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 PRESENTATION

Bid Opening for 2019 Paving Project

Proposal and Contract was received from two (2) Bidders: 1.) Glenn O. Hawbaker, Inc., and 2.) HRI, Inc. Mr. Brooks opened the bids and read them aloud. Bids were as follows: HRI, Inc. \$97,268.00; and Glenn O. Hawbaker \$92,815.15. The paving bids were reviewed for acceptable bid bond and compliance with the requirements of the proposal. Mr. Foust made a motion to accept the bid for the paving projects submitted by Glenn O. Hawbaker in the amount of \$92,815.15. Mr. Tanis seconded the motion. **Motion carried unanimously.** Glenn O. Hawbaker will be notified of the bid award.

CONSENT AGENDA

Mr. Foust made a motion to approve the minutes of the May 20th, 2019 board meeting as presented. Mr. Dutrow seconded the motion. **Motion carried unanimously.**

OLD BUSINESS

A comparison of existing sign ordinance Chapter 163 to proposed new sign ordinance was organized and presented by Mary Carol Frier. Feedback regarding the proposal will be requested from Zoning Officer, Stan Wallace, and Solicitor Bob Rayman and discussed at a future meeting.

Potters Mills Central System treatment plant is scheduled to arrive after June 20th. All tanks have been delivered to storage sites.

MOU (Memorandum of Understanding) from JFDC Land Acquisition, LLC was presented for review and action. The Board requested an escrow agreement be compiled to cover the engineering costs rather than entering into a Memorandum of Understanding with the developer.

NEW BUSINESS

The Board of Supervisors will hold an Executive Session on Thursday, June 6, 2019 at 7:00pm to discuss personnel topics.

The old metal chairs from conference room will be disposed of (if damaged) or donated to a non-profit organization.

STAFF REPORTS

Road Superintendent – Road maintenance project update. Country Club Park Flow Report distributed. A new blower was ordered and installed at Country Club Park facility.

Township Secretary – Proposal of recurring ACH payments as a payment option for sewer & water payments was offered. Mr. Foust made a motion to offer recurring ACH payments to sewer and water customers beginning the last quarter of 2019. Mr. Tanis seconded the motion. **Motion carried unanimously.**

PSATS is accepting entry forms for their 2019 Youth Awards until July 1, 2019. Youth organizations who complete a community service project that benefits a Pennsylvania Township of the Second Class are eligible.

COMMITTEE REPORTS

- A. Planning Commission – Minutes of May 7, 2019 meeting were distributed.
- B. Penns Valley Regional Planning Commission- No report.
- C. Tri-Municipal Park – Verizon has adjusted and stabilized the trees surrounding the cell tower and soil stabilization material has been removed.

COMMUNICATIONS TO THE BOARD

- Centre County Planning & Development 2018 Annual Report
- PennDOT Connects Newsletter
- PSATS Fulfilled Resolutions Report & 2019 Adopted PSATS Resolutions

ADJOURNMENT

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 8:15 p.m.

Respectfully submitted,

Lisa A. Kroner

Lisa Kroner, Township Secretary
For the Board of Supervisors