

POTTER TOWNSHIP BOARD OF SUPERVISORS
Meeting Minutes
Monday, September 16, 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 September 16, 2019, regular meeting of the Potter Township Board of Supervisors to order at 7:00 PM, followed by the Pledge of Allegiance.

PUBLIC COMMENTS

No public comments

SPECIAL REPORTS

John Sepp, PennTerra Engineering, presented updated plans for The Horizon at Brush Valley development. A posted bond for 110% of the construction costs will be obtained for each of the three phases of project.

Centre County 911 Addressing has received a request for the following road names for The Horizon at Brush Valley development: Bluestem Circle, Saffron Boulevard, Heirloom Drive, Wheatberry Crossing and Buckwheat Way. Mr. Foust made a motion to approve the requested road names for the subdivision plan. Mr. Tanis seconded the motion. **Motion carried unanimously.**

CONSENT AGENDA

Mr. Dutrow made a motion to approve the minutes of the September 9, 2019, board meeting as presented. Mr. Eysenbach seconded the motion. **Motion carried unanimously.**
Mr. Tanis made a motion to approve the August 2019 Financial Report. Mr. Foust seconded the motion. **Motion carried unanimously.**

OLD BUSINESS

No update on proposed changes to Sign Ordinance.

Discussion on Centre Hall Fire Company's request for an additional 2 mill for the Fire Tax. The Board would consider up to an additional 1 mill only. Centre Hall Fire Co. provided proposed 2020 budget. Mr. Foust requested a cash flow analysis.

Parcel Management Computer Software will be addressed during budget preparation.

Research is ongoing regarding the historical significance of the retaining wall on SR 144. PennDOT will continue to investigate for the Columbia Gas natural gas project.

NEW BUSINESS

The Pennsylvania Municipalities Pension Trust MMO for the Plan Year 2020 was reviewed. The minimum municipal obligation (MMO) for the 401a Defined Contribution Plan is estimated at \$17,100.00. Motion by Mr. Foust to approve the 2020 MMO for the pension plan. Second by Mr. Eysenbach. **Vote in favor was unanimous. 5-0.** The MMO will be submitted to the Pennsylvania Municipalities Pension Trust.

Mr. Tanis made a motion to declare Thursday, October 31st from 6:00 PM to 8:00 PM as Trunk-or-Treating / Trick-or-Treating event. Second by Mr. Eysenbach.

Lance & Ellen Shaner have requested the park signage at land purchased from State College Baseball Club, Inc. to state “In recognition of Lance & Ellen Shaner” or similar verbiage. Mr. Foust made a motion to approve this request, with the condition that Lance & Ellen Shaner are responsible for fabrication and installation of sign and any costs related to the signage. Second by Mr. Tanis. **Motion carried unanimously.**

Adam and Madeline Houseman have submitted a request for a Conditional Use. The location is 2245 Upper Brush Valley Road. Mr. Tanis made a motion to acknowledge the request and approve for advertising to hold a hearing on October 14th at 7:15 p.m. Second by Mr. Dutrow. **Motion carried unanimously.**

Preliminary review of the 2020 General Fund budget commenced.

Road Superintendent –

- Road maintenance: Oil & Chipping projects ongoing.
- Riff Raff is October 11th & 12th
- Country Club Park Flow Report distributed. No issues.
- Riff Raff banner displayed along SR 45

Township Secretary –

The CCATO (Centre County Association of Township Officials) announced 2019 scholarship award recipients. The Association awarded \$7,800 in scholarships to 25 applicants. Abigail Miller, Potter Township resident, was a recipient of a scholarship.

COMMITTEE REPORTS

- A. Tri-Municipal Park – Submitted 2020 budget for approval. Mr. Foust made a motion to approve the 2020 budget as presented. Motion seconded by Mr. Eysenbach. **Motion carried unanimously.**
- B. Penns Valley EMS – Meeting minutes and financial reports were received. Budget for 2020 was submitted.

COMMUNICATIONS TO THE BOARD

- CH-Potter Sewer Authority Meeting Minutes -August 14, 2019.

Mr. Decker requested the Board hold an Executive Session in the next week to discuss personnel matters. Date and time to be decided.

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.

Respectfully submitted,

Lisa A. Kroner

Lisa Kroner, Township Secretary
For the Board of Supervisors