

POTTER TOWNSHIP BOARD OF SUPERVISORS
MEETING MINUTES
November 18, 2019
124 Short Road, Spring Mills, Pennsylvania

ATTENDED BY:

BOARD: Dick Decker, Chair
Jake Tanis, Vice-Chair
Melvin Dutrow
Karl Eysenbach
Denny Foust – Absent

STAFF: Lisa Kroner, Township Secretary/Treasurer
Budd Brooks, Road Superintendent
Robert Rayman, Solicitor

CALL TO ORDER:

Chairman Decker called to order the November 18, 2019, Regular Meeting of the Potter Township Board of Supervisors at 7:00 PM, followed by the Pledge of Allegiance.

SPECIAL REPORTS:

PA State Police Corporal Ickes provided the annual report on the number and type of police service calls provided in Potter Township this year.

Centre Care Inc. presented an update on their new facility, including 24-bed dementia unit.

PUBLIC COMMENTS:

Residents of County Club Park Development requested discussion on the public water system that services those homes. The proposed 2020 budget for the sewer and water systems were discussed. Questions and comments on budget line items, and age/condition of facility and equipment. Property owners requested to meet with Supervisors and engineer regarding options for repairing and/or upgrading the system. Supervisors will meet with a few representatives of the development, as well as engineer.

CONSENT AGENDA

Mr. Dutrow made a motion to approve the minutes of the November 4, 2019 board meetings as presented. Mr. Tanis seconded the motion. **Motion carried unanimously.**
Mr. Eysenbach moved to approve the October Financial Report. Seconded by Mr. Tanis. **Motion carried unanimously.** Mr. Tanis made a motion to approve the payment vouchers and Check Detail Report. Second by Mr. Eysenbach. **Motion carried unanimously.**

UNFINISHED BUSINESS:

Proposed revisions to sign ordinance debated regarding non-conformities. Solicitor Rayman and Zoning Officer Stanley Wallace will review. Further discussion and action is tabled until January 20, 2020 meeting of the Board of Supervisors.

Nittany Oil Company, Inc. has provided a bid for low diesel fuel prices for 2020. Prices will remain the same as 2019 pricing. Mr. Tanis made a motion to accept the pricing for low sulfur diesel submitted by Nittany Oil Company, Inc. Second by Mr. Eysenbach. **Motion carried 4-0.**

The requested changes from the October 21st Budget meeting were made and a revised 2020 proposed budget was reviewed. After discussion, a proposed budget was generated with a 1 mil tax increase for real property for Fire Protection. Mr. Eysenbach made a motion to advertise the proposed 2020 budget for public inspection. Second by Mr. Tanis. **Vote in favor was unanimous. 4-0.**

Seven properties have completed connection to the Potters Mills sewer system. Connections are to be completed by December 20, 2019. Billing will begin January 2020.

Mr. Eysenbach reported the Planning Commission recommends changing the conditional uses in the Open Space Forest District to add boarding kennels as a conditional use. Mr. Eysenbach made a motion to advertise a public hearing for Zoning Ordinance Amendment to add boarding kennels as a conditional use for the Open Space Forest District. A public hearing will be advertised for December 16, 2019. Second by Mr. Tanis. **Vote in favor was unanimous. 4-0.**

NEW BUSINESS:

The Farmland Lease Agreement for Tri-Municipal Park was reviewed. Mr. Dutrow and Mr. Tanis will review and provide comments on lease. Solicitor Rayman will assess those comments.

The 2019 Sewage Management Program has two delinquent accounts. Mr. Tanis made a motion authorizing SEO Stan Wallace to file citations with District Magistrate. Mr. Dutrow provided second motion. **Vote in favor was unanimous. 4-0.**

Comcast/Xfinity Cable Company has responded to request for Comcast internet services to residents on Strawberry Hill Road. Survey was run to area and estimated cost for approximately 15 residences is \$116,692.02. Township/customer contribution is \$77,376.00 of the total cost. Mr. Tanis made a motion to decline the opportunity to decline services due to the cost. Motion seconded by Mr. Eysenbach. **Vote in favor was unanimous. 4-0.** Residents of Strawberry Hill Road will be notified of the cost and Board's decision.

Employee handbook revisions were tabled until December meeting.

Discussion on proposed changes to Fee Scheduled tabled until December 2, 2019 meeting.

Resolution R—2019-07 Establishing Tax Rate for Year 2020 was presented for adoption. Total tax will be 3 mil (1 mil General purpose and 2 mil Fire protection). Mr. Tanis made a motion to approve **Resolution R-2019-07**. Motion seconded by Mr. Decker. **Vote in favor was unanimous. 4-0**

Presentation on 2020 Meeting Dates for Boards and Commission tabled until December 2, 2019 meeting.

Spring Creek Watershed Commission representative, Dave Whiteman, requests approval to vote “Yes” on behalf of the Township for the One Water Report. Mr. Decker made a motion to support acceptance of the “One Water Report”. Second by Mr. Tanis. **Vote in favor was unanimous. 4-0.**

John Smith, Chairman of Parks & Recreation Board, proposed *Potter Athletic Complex (PAC)* as the new name for the baseball field facility (formerly referred to as Shaner Complex).

Mr. Eysenbach offered a motion to accept the new name offered for the ball fields as Potter Athletic Complex (PAC). Motion seconded by Mr. Tanis. **Vote in favor was unanimous. 4-0.**

Mr. Smith informed the Board that a registry book will be provided at the Potter Run Park Free Little Library. The registry will encourage visitors to sign the book and list where they are visiting from.

Proposal for the Removal of an Agricultural Security Area was received for County Tax Parcel ID 20-005-,040. Total of 82 acres is being requested for removal. Mr. Eysenbach moved to acknowledge Proposal for the Removal of an Agricultural Security Area and schedule a public hearing. Motion seconded by Mr. Eysenbach. **Vote in favor was unanimous. 4-0.**

A Contractor’s Application for Payment No. 12 was filed with PENNVEST for \$178,949.47. Sippel Development Co. Inc. request was submitted in the amount of \$197,104.91 and Dave Kronenwetter in the amount of \$18,199.24. Request also filed with SEDA-COG (using Sippel’s payment request #10) for the release of the \$50,000 held for retainage. This covers work done for connection, control panels and tanks on Potters Mills Central Sewer Project. Potter Township reimbursement for engineering fees, propane tank and propane totaling \$13,735.32. Payment total is \$228,949.47. Mr. Decker made a motion to approve the payment request for work completed in October. Mr. Eysenbach seconded the motion. **Vote in favor was unanimous. 4-0.**

Mr. Decker announced the Board held an Executive Session prior to tonight’s meeting to discuss personnel matters.

STAFF REPORTS:

Solicitor – Rental Fees at Potter Athletic Complex need added to Fee Schedule. Review contract as permit agreement.

Road Superintendent –

- Road maintenance – Antiskid shed walls are being rebuilt for sturdiness.
- Winter work for crew can include redoing restrooms at ballfield. All bathroom fixtures will need replaced. A heater needs to be placed in water building.
- Dirt & Gravel project continues on Decker Valley Road
- Country Club Park Flow Report distributed. A new mixer is needed at the sewer plant. Pricing is being checked into now. Estimates are being sought.

Township Secretary

- Attend DCNR Grant workshop, November 26th
- Tri-Municipal Park, Inc has reimbursed Potter Township for the \$21,000 loan to finalize all paperwork for the construction project.

COMMITTEE REPORTS

- A. Planning Commission – Discussion on dog kennels as conditional use in Open Space Forest District.
- B. Parks & Rec Board – Planning events for 2020
- C. Tri-Municipal Park –

COMMUNICATIONS TO THE BOARD

None

ADJOURNMENT:

There being no further business to discuss, Mr. Tanis made a motion to adjourn at 9:20 PM.
Second by Mr. Eysenbach **Vote in favor was unanimous. 4-0.**

Respectfully submitted,

Lisa A. Kroner

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Township Secretary/Treasurer