

POTTER TOWNSHIP BOARD OF SUPERVISORS
MEETING MINUTES
December 16, 2019
124 Short Road, Spring Mills, Pennsylvania

ATTENDED BY:

BOARD: Dick Decker, Chair
Jake Tanis, Vice-Chair
Melvin Dutrow
Karl Eysenbach
Dennis Foust

STAFF: Lisa Kroner, Township Secretary/Treasurer
David Boliek, Public Works Superintendent
Robert Rayman, Solicitor

CALL TO ORDER:

Chairman Decker called to order the December 16, 2019, Regular Meeting of the Potter Township Board of Supervisors at 7:00 PM, followed by the Pledge of Allegiance.

PUBLIC COMMENTS:

Allen Decker voiced concern regarding the LST Tax Form Notice received. Requested more information and suggested an explanation sheet be included with Notice.

Allen Decker inquired about cost of the proposed new Centre Hall Fire Company building.

Allan Decker requested information on purchase of 125 Summer Lane property.

Allen Decker questioned the plans to drill a well at the Potters Mills Wastewater Treatment Facility. Water is needed at facility and bathroom.

CONSENT AGENDA

Mr. Tanis a motion to approve the minutes of the December 2, 2019 board meeting as presented.

Mr. Foust seconded the motion. **Motion carried unanimously.**

Mr. Foust made a motion to approve the November 2019 Financial Report. Mr. Eysenbach seconded the motion. **Motion carried unanimously.**

PUBLIC HEARING:

At 7:20 pm, Chairman Decker recessed the regular meeting to begin the public hearing regarding amending Chapter 220 of the Code of Potter Township to add a conditional use. Solicitor Rayman offered a time for public comment. No public comments were offered.

Chairman Decker closed the public hearing and re-opened the regular meeting. No questions or discussion on the amendment. Mr. Tanis made a motion to adopt the amendment to Zoning Ordinance, Chapter 220 to allow boarding kennels as a conditional use. Second by Mr. Eysenbach. **Vote in favor was unanimous. 5-0**

**AN ORDINANCE AMENDING THE
POTTER TOWNSHIP ZONING ORDINANCE,
CHAPTER 220 OF THE CODE OF THE TOWNSHIP OF POTTER**

The Board of Supervisors desires to change the conditional uses in the Open Space Forest District and desires to amend the Ordinance to do so

NOW, THEREFORE, Be It Ordained that:

1. Section 220-15 of the Open Space Forest District is amended to add the following as a conditional use:
(11) Boarding Kennels.

DULY ACTED AND ORDAINED this 16th day of December, 2019, by the Board of Supervisors of Potter Township.

SOLICITOR REPORT:

Met with Stan Wallace, Zoning Officer, regarding proposed changes to Sign Ordinance. Further discussion by Board of Supervisors tabled until January meeting. At such time the Board of Supervisors agree with the proposed changes, a public hearing will be advertised to allow citizens to review changes.

OLD BUSINESS:

Resolution #R-2019-09, adopting the 2020 Budget was offered. Mr. Eysenbach made a motion to adopt Resolution #R-2019-09, adopting the 2020 Budget as advertised. Second by Mr. Tanis. **Vote in favor was unanimous. 5-0.**

Mr. Eysenbach has forwarded information to General Code as requested by the company. January 2020 launch of changeover to Municipality.

Potters Mills Central Sewer Update- Seventeen connections to the system are complete. Invoicing to residents will be discussed the January 6, 2020 meeting.

NEW BUSINESS:

Application for Conditional Use received by Madeline & Adam Houseman. Mr. Tanis offered a motion to acknowledge receipt of the application and schedule a public hearing for January 20, 2020. Second by Mr. Foust. **Vote in favor was unanimous. 5-0.**

Proposal for the Removal of an Agricultural Security Area received by DBRA Enterprises for Parcel #20-005-040, with a total of 82 acres. Mr. Tanis acknowledged receipt of the Proposal for the Removal of an Agricultural Security Area by DBRA Enterprises and made a motion to approve the Proposal and record proposal with the Centre County Prothonotary. Mr. Foust seconded the motion. **Vote in favor was unanimous. 5-0.**

Mr. Dutrow made a motion to approve a 3% increase in the employee wages for 2020, in accordance with the adopted 2020 budget. Increase effective first payday in January 2020. Second by Mr. Foust. **Vote in favor was 4-0. Mr. Decker abstained from voting.**

A job description for an administrative clerk was distributed. Item tabled until January 6th meeting.

Draft Fee Schedule for 2020 not available for discussion.

Mr. Foust made a motion to donate \$1,000 from the General Fund Health and Human Services donation line item to the Centre Hall-Potter Food Pantry. Seconded by Mr. Tanis. **Vote in favor was unanimous. 5-0.**

Discretionary Contribution to 2019 Pension Plan was discussed. Mr. Foust moved to defer discretionary option for 2109. Second by Mr. Dutrow. **Vote in favor was 4-0. Mr. Decker abstained from voting.**

Mr. Decker announced the Board of Supervisors met in Executive Session regarding personnel matters beginning at 6:00pm this evening.

Mr. Dutrow made a motion to approve for the Secretary/Treasurer to pay all invoices due through December 31, 2019, conduct all business, and continue all appointments through January 6, 2020 reorganization meeting. Second by Mr. Tanis. **Vote in favor was unanimous. 5-0**

Sewage Planning Module Component I Zimmerman conditional approval upon review by Planning Commission with approval to sign out of meeting. Mr. Foust made a motion to conditionally approve Component I. Second by Mr. Tanis. **Vote in favor was unanimous. 5-0**

STAFF REPORTS:

Public Works *Superintendent* –

- Winter services requiring cindering this morning.
- Country Club Park Flow Report – West Penn Power outage on Sunday 12/15 and Monday 12/16 affecting uppermost street of homes and water plant. Generator not operating during power outage. Breaker & pump burned up while trying to get generator started. A new mixer has been ordered.

Township Secretary –

- Newsletter article deadline is February 10, 2020. Distribution of Spring newsletter is tentatively April 1st.
- Payment coupon books for Country Club Park sewer and water service mailed. ACH Forms for payment option were included.

Zoning – Monthly reports for October and November distributed. No comments.

COMMITTEE REPORTS

- A. Planning Commission – No quorum for December meeting.
- B. Parks & Rec Board – Meeting minutes distributed
- C. Penns Valley EMS –Hired two part-time employees. Haines Township has submitted their commitment letter for 2020 EMS support.

COMMUNICATIONS TO THE BOARD

Harris Township request to PennDOT for SR 322 Speed Study
Petition for Appeal – UHS of Pennsylvania Vs. Centre County Board of Assessment

ADJOURNMENT:

There being no further business to discuss, Mr. Foust made a motion to adjourn at 8:20 PM.
Second by Mr. Tanis. **Vote in favor was unanimous. 5-0.**

Respectfully submitted,

Lisa A. Kroner

Lisa A. Kroner
Township Secretary/Treasurer