

**POTTER TOWNSHIP BOARD OF SUPERVISORS**

**MEETING MINUTES**

**August 17, 2020**

**124 Short Road, Spring Mills, Pennsylvania**

**ATTENDED BY:**

**BOARD:**

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

**STAFF:**

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

**CALL TO ORDER:**

Chair Decker called to order the August 17, 2020, Regular Meeting of the Potter Township Board of Supervisors at 7:00 PM, followed by the Pledge of Allegiance.

**PUBLIC COMMENTS:**

No public comments.

**SPECIAL PRESENTATION**

*State College Area Connector (SCAC) Project* - Introductory presentation from PennDOT's consultant team about the State College Area Connector (SCAC) project (formerly the Route 322/144/45 project).

**CONSENT AGENDA**

Mr. Foust made a motion to approve the minutes of the August 3, 2020 meeting. Mr. Dutrow seconded the motion. Mr. Foust made a motion to approve the July 2020 Financial Report. Mr. Tanis seconded the motion. The Payment Vouchers & Check Detail Report was not available for review. **All motions for Consent Agenda items were carried unanimously.**

**COMMITTEE REPORTS**

- A. Planning Commission – Meeting minutes from July 28<sup>th</sup> were submitted and reviewed.
- B. Parks & Recreation Board – Meeting minutes from June 10<sup>th</sup> were submitted and reviewed.
- C. Penns Valley EMS – Donations were received for purchase of new ambulance.

**STAFF REPORTS:**

*Solicitor* - Suggested Zoning Officer Stan Wallace issue a statement in reference to the Special Event permit that was issued for August 20<sup>th</sup> – 23<sup>rd</sup>.

*Zoning Officer Stan Wallace* issued the following statement: “The Special Event Permit issued to the Smith Pletcher Home Association through Packer Concessions was issued as allowed in Potter Township Zoning §220-48. The permit is for August 20<sup>th</sup> thru 23<sup>rd</sup>, 2020. The permit clearly states all CDC Guidelines MUST be met and the maximum event capacity at any one time is 250 persons.”

The Centre Hall Fire Company requested an immediate burn ban be issued for Potter Township to include burn barrels and any other type of outdoor burning. Mr. Tanis made a motion to adopt Resolution R-2020-06 establishing a temporary 30-day township-wide ban on any and all open burning, to include burn barrels and any other type of outdoor burning. Motion seconded by Mr. Foust. **Motion carried unanimously.**

## **RESOLUTION R-2020-06**

### **A RESOLUTION OF THE TOWNSHIP OF POTTER, COMMONWEALTH OF PENNSYLVANIA, ESTABLISHING A BAN ON OPEN BURNING**

**WHEREAS**, the Board of Supervisors are desirous of providing for the health, safety and welfare of the people of Potter Township; and

**WHEREAS**, because of record low stream level, very low ground water levels, drier than normal temperatures, with no significant rain fall being forecast, the Board believes it is necessary; and

**WHEREAS**, due to the minimal rainfall over the past four months, there has been an increase in brush fires over the past several weeks, thereby keeping the wildfire potential very high throughout Potter Township; and

**WHEREAS**, the Fire Chief, on behalf of the Centre Hall Fire Company has expressed concern that this fire potential poses a serious and imminent threat to the life and property within Potter Township; and

**WHEREAS**, emergency measures are required to reduce the severity of this danger in order to protect the health, safety, welfare and property of the residents of Potter Township;

**NOW, THEREFORE, BE IT RESOLVED THAT:** we the undersigned Board of Supervisors of Potter Township do hereby establish a temporary 30-day township-wide ban on any and all open burning, to include burn barrels and any other type of outdoor burning. Open burning is here by defined as the ignition and subsequent burning of any combustible material (garbage, leaves, grass, twigs, litter, paper, vegetative material involved with land clearing or any sort of debris) out-of-doors either in a burn barrel (screened or unscreened) or on the ground. The use of propane or gas stoves, charcoal briquette grills, or the use of tobacco in any form is not covered under this resolution. Campfires, in designated licensed campgrounds, are allowed in fire rings that confine and contain the campfire.

**DURATION-**The ban shall continue for 30 days from the effective date set forth unless terminated earlier by subsequent resolution. This declaration shall take effect at 12:00a.m. on August 18, 2020

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An ordinance amending the Potter Township Zoning Ordinance (Chapter 27 of the Codification of Ordinances) was prepared by Solicitor Rayman. This amendment would add solar power facilities as a Conditional Use in the Planned Commercial-Industrial District (PCI) and Industrial District, and to change the definition of Essential Services. Mr. Foust made a motion to advertise a public hearing for an Ordinance amending Chapter 27 of the Codes of the Township relating to conditional uses in the Planned Commercial-Industrial District and Industrial District and to change the definition of Essential Services. Second by Mr. Tanis. Vote in favor was unanimous. 5-0. A public hearing will be advertised for September 14, 2020.

*Public Works Superintendent* – David Boliek and Clarence Taylor completed training on Dirt and Gravel projects and received certification.

Construction on the storage shed and public restroom at Potter Run Park has commenced. Current road maintenance projects include mowing and inlet replacement on Middle Road.

*Secretary/Treasurer* – As of August 6<sup>th</sup> Potter Township has a 71% Non-Response Rate for the 2020 Census.

The Centre County Association of Township Officials awarded \$5,100 in scholarships to 12 applicants. Calvin Russell, from Potter Township, was one of the recipients of the scholarship.

Thank you letters were received from Centre County Library & Historical Museum, and Centre Hall Area Branch Library Association for the township's \$1,500 donation to each facility.

#### **UNFINISHED BUSINESS:**

A job description for a full-time Administrative Secretarial & Zoning Assistant was presented and discussed. Mr. Foust proposed a motion to approve the job description and commence advertising for the full-time position. Motion seconded by Mr. Dutrow. **Vote in favor was unanimous.**

#### **NEW BUSINESS:**

Centre County Mapping & Addressing provided a request for new names for roads at The Seven Mountains Boy Scout Camp due to changes to accesses and blocking of roads. After review of names, Mr. Tanis made a motion to approve the names as submitted: Monaken Lane, Tuscarora Trail, Trading Post Lane, and Leopold Lane. The road name Wald Court will replace Wald Circle. Mr. Foust seconded the motion. **Vote in favor was unanimous. 5-0.**

Mr. Decker reported the sand filter for Eutaw House has been removed required as part of the Potters Mills public sewer project.

Mr. Decker updated the Board on Bloom Road public sewer project. Two tanks have been installed to date.

#### **ADJOURNMENT:**

Mr. Decker made a motion to recess the meeting at 8:20 p.m. to begin an Executive Session regarding personnel matters. Mr. Foust seconded the motion. **Vote in favor was unanimous.** Mr. Foust made the motion to close the Executive Session and reopen the regular meeting. No decisions were to be made as a result of the Executive Session.

Mr. Tanis made a motion to adjourn the regular meeting at 9:15 p.m. Motion seconded by Mr. Foust. **Vote in favor was unanimous.**

Respectfully submitted,

Lisa A. Kroner  
Township Secretary/Treasurer