

POTTER TOWNSHIP BOARD OF SUPERVISORS
MEETING MINUTES
October 18, 2021
124 Short Road, Spring Mills, Pennsylvania

ATTENDED BY:

BOARD: Dick Decker, Chair
Jacob Tanis, III, Vice-Chair
Karl Eysenbach
Melvin Dutrow

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

CALL TO ORDER:

Chair Decker called to order the October 18, 2021, Regular Meeting of the Potter Township Board of Supervisors at 7:00 PM, followed by the Pledge of Allegiance.

PUBLIC COMMENT

No public comment offered.

CONSENT AGENDA

Mr. Tanis made a motion to approve the minutes of the October 4, 2021 Regular Meeting, payment vouchers and September 2021 Financial Report. Motion seconded by Mr. Dutrow. **All motions for Consent Agenda items were carried unanimously.**

COMMITTEE REPORTS

- A. Planning Commission
 - Meeting Minutes September 14, 2021
- B. Parks & Recreation – No report
- C. Penns Valley EMS – No report

SOLICITOR:

Discussion on the sewer system malfunction for parcel 20-013-,021. Mr. Dutrow made a motion that the township ensure the situation is properly resolved. Motion seconded by Mr. Tanis. **Vote in favor was unanimous. 4-0.** An invoice from Charles Herr, Jr., SEO was presented in the amount of \$200.00 for stakeout and design of an onlot sewage disposal system for parcel 20-013-,021. Mr. Tanis motioned to approve payment of cost associated with stakeout and design until financing is secured by the property owner. Motion seconded by Mr. Dutrow. **Vote in favor was unanimous. 4-0.**

STAFF REPORTS:

Public Works Superintendent –

- The 2002 International dump truck will need replaced soon. The current estimate of a new truck is \$160,000.00. There is currently a waiting list to order a 2023 truck. Mr. Eysenbach offered a motion

to approve being placed on the waiting list to order a truck. Motion seconded by Mr. Tanis. **Vote in favor was unanimous. 4-0.**

- Spring Township has requested use of the Township's boom mower for their brush cutting this fall. Mr. Dutrow offered a motion to approve the use of services, including boom mower with a Potter Township operator, after approval by EMC insurance. Mr. Tanis seconded the motion. **Vote in favor was unanimous. 4-0.**
- Discussion on unstable trees that are located off of the right-of-way along Manor Road. These trees are creating a safety concern. Mr. Tanis offered a motion to contact the property owner(s) by letter regarding the safety concern. Motion seconded by Mr. Dutrow. **Vote in favor was unanimous.**

Mr. Decker made a motion to recess the meeting at 8:05 p.m. to begin an Executive Session regarding personnel matters. Mr. Eysenbach seconded the motion. **Vote in favor was unanimous.**

Mr. Decker made the motion to close the Executive Session and reopen the regular meeting at 8:20 p.m. No decisions were to be made as a result of the Executive Session.

An estimate to oil and chip Indian Lane was presented as requested by Mr. Decker. The project estimate is \$100,000.00 for approximately 2 miles of the road. No action taken.

Secretary / Treasurer –

- The 2022 contract for On-road low sulfur diesel has been advertised. Sealed bids to be opened on November 1st and awarded at the Board of Supervisors meeting.
- Request for walnut trees at Potter Run Park to be cut down. Mr. Dutrow will inspect trees before allowing trees to be cut.

OLD BUSINESS

A draft of the 2022 Potters Mills Sewer Fund and Country Club Park Fund budgets were reviewed and discussion ensued. No final draft budget was accepted.

NEW BUSINESS

A proposal for TextMyGov notification software through text messages was presented by Ms. Kroner. The system allows citizens to find information by texting in key words, report issues, and receive alerts, news and events from the Township directly on their phone. After discussion the board disfavored the use of this service. Mr. Tanis made a motion to reject the proposal. Motion seconded by Mr. Dutrow. **Vote was unanimous 4-0.**

The Pennsylvania Municipalities Pension Trust MMO for the Plan Year 2022 was reviewed. A motion was made by Mr. Eysenbach to table approval of the 2022 MMO until after further review of staffing budget. Motion seconded by Mr. Dutrow. **Vote in favor was unanimous. 4-0.**

Resolution R-2021-11 Multi-Modal Grant Application (SR 144 Stone Wall) was presented authorizing Centre Hall Borough to request multimodal transportation fund grant in the amount of \$1,635,000.00 from PENNDOT to be used for retaining wall and sidewalk improvements connecting both municipalities. Mr. Tanis made a motion to approve Resolution R-2021-11. Motion seconded by Mr. Eysenbach. **Vote in favor was unanimous. 4-0.**

RESOLUTION R-2021-11

A RESOLUTION OF POTTER TOWNSHIP, CENTRE COUNTY, PENNSYLVANIA, ON BEHALF OF ITSELF AND ON BEHALF OF THE CENTRE HALL BOROUGH, HEREBY AUTHORIZE THE CENTRE HALL BOROUGH TO REQUEST A MULTIMODAL TRANSPORTATION FUND GRANT OF \$1,635,000 FROM THE PENNSYLVANIA DEPARTMENT OF TRANSPORTATION TO BE USED FOR RETAINING WALL AND SIDEWALK IMPROVEMENTS CONNECTING BOTH MUNICIPALITIES.

Be it RESOLVED, that Potter Township, Centre County, on behalf of itself and on behalf of the Centre Hall Borough, does hereby authorize the Centre Hall Borough to request a Multimodal Transportation Fund grant of \$1,635,000 from the Pennsylvania Department of Transportation to be used for retaining wall and sidewalk improvements connecting both municipalities.

Be it FURTHER RESOLVED, that the Applicant does hereby designate Kathryn Long, President and/or C. Christine Cooper, Vice-President as the official(s) to execute all documents and agreements between the Centre Hall Borough and the Pennsylvania Department of Transportation to facilitate and assist in obtaining the requested grant.

A financial donation request was received from Penns Valley Rams Boys Soccer to help defer the cost of new duffel bags. The 2021 budget eliminated the line item for sports donations. Mr. Tanis offered a motion to deny the request for a financial donation. Mr. Dutrow seconded the motion. **Vote for denial of request was unanimous. 4-0.**

Mr. Tanis requested to amend the meeting agenda to include discussion on tree removal on Rimmey Road. Mr. Eysenbach seconded the motion. **Vote in favor was unanimous.**

Mr. Tanis made a motion to enter into a tree removal contract in the amount of \$900.00 for Rimmey Road with Ben Haupt. Motion seconded by Mr. Dutrow. **Vote in favor was unanimous. 4-0.**

BOARD / STAFF OTHER MATTERS (Informational – Review and/or Action, as Needed)

- Centre Hall-Potter Sewer Authority Meeting Minutes 8/11/2021 – Information only.

ADJOURNMENT:

Mr. Dutrow made a motion to adjourn the regular meeting at 9:30 p.m. Motion seconded by Mr. Eysenbach. **Vote in favor was unanimous.**

Respectfully submitted,

Lisa A. Kroner

Lisa A. Kroner, Township Secretary
Potter Township Board of Supervisors