

**POTTER TOWNSHIP BOARD OF SUPERVISORS**  
**MEETING MINUTES**  
**June 6, 2022**  
**124 Short Road, Spring Mills, Pennsylvania**

**ATTENDED BY:**

**BOARD:** Dick Decker, Chair  
Jacob Tanis, III, Vice-Chair  
Melvin Dutrow  
Dennis Foust  
Glenn Roth

**STAFF:** Lisa Kroner, Secretary/Treasurer  
David Boliek, Public Works Superintendent

**ATTENDEES:** Georgie Bennett, Michele Foust

**CALL TO ORDER:**

Chair Decker called to order the June 6, 2022, Regular Meeting of the Potter Township Board of Supervisors at 7:00 PM, followed by the Pledge of Allegiance.

**PUBLIC COMMENT**

Georgie Bennett requested an update on the status of erecting No Jake Brake signs along SR 322. David Boliek will discuss this issue with PennDOT District Office personnel since this is a PennDOT state route.

**CONSENT AGENDA**

Mr. Roth made a motion to approve the minutes of the May 16, 2022, Regular Meeting. Mr. Foust seconded the motion. **All motions for Consent Agenda items were carried unanimously.**

**COMMITTEE REPORTS**

- A. Planning Commission
  - No meeting held due to lack of quorum.
- B. Parks and Recreation Board
  - No report.
- C. Tri-Municipal Park Board
  - No meeting held due to lack of quorum.
- D. Penns Valley Regional Planning Commission
  - Doug Roth was elected as Chair of the PVRP Commission
- E. Penns Valley EMS
  - No meetings will be held in May, June or August. The next meeting is scheduled for July.

**STAFF REPORTS**

*Public Works Superintendent –*

- The Dirt & Gravel Project on Boal Gap Road will begin soon.
- A gate was installed today at the Township property on Sinking Creek Road

- Quotes will be obtained for tar & chip projects and paving projects for 2022. No discussion on which roads will be part of these projects.

*Secretary / Treasurer –*

- The Volunteer Appreciation Reception was well received.
- A Management Representation Letter was provided to Baker Tilly to finalize the 2021 audit.

### **OLD BUSINESS**

None

### **NEW BUSINESS**

Review of Waiver of Liability for Hunting and Pedestrian Access Permit to hunt and/or enter upon property owned and currently posted by Potter Township at 286 Sinking Creek Road. Mr. Roth made a motion to allow issuance of Hunting Permits and Pedestrian Access Permits from July 1, 2022 to June 30, 2023 with proper ID and completed application. Tree stands must be identifiable by the township-generated permit number. Any tree stands remaining two weeks after the end of deer season will be removed and disposed of by the Township. Mr. Tanis seconded this motion. **Vote in favor was unanimous.**

A financial donation request was received from Penns Valley Shooting Team to sponsor the team in their quest for a National Title at the National Competition in Arkansas. The 2022 budget eliminated the line item for sports donations. Mr. Tanis offered a motion to deny the request for a financial donation. Mr. Foust seconded the motion. **Vote for denial of request was unanimous.**

Mr. Tanis made a motion to recess the meeting at 7:45 p.m. to begin an Executive Session regarding personnel matters. Mr. Foust seconded the motion. Mr. Decker made the motion to close the Executive Session and reconvene the regular meeting.

Following the Executive Session, members approved the new employee wages beginning July 1, 2022.

The Board reviewed applicants for the Road Maintenance Crew employee vacancy.

In the future, all requests for employee training must be approved by the Board of Supervisors. Mr. Decker recused himself from actions taken on personnel issues due to a conflict of interest.

### **ADJOURNMENT:**

Mr. Foust made a motion to adjourn the regular meeting at 8:45 p.m. Motion seconded by Mr. Dutrow. **Vote in favor was unanimous.**

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

- Centre Hall-Potter Sewer Authority – Meeting Minutes May 11, 2022 – No action required.

Respectfully submitted,

*Lisa A. Kroner*

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