

**POTTER TOWNSHIP BOARD OF SUPERVISORS**  
**MEETING MINUTES**  
**June 20 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  
Robert Rayman, Solicitor

**ATTENDEES:** Kim Domin, Michele Foust

**CALL TO ORDER:**

Chair Decker called to order the June 20, 2022, Regular Meeting of the Potter Township Board of Supervisors at 7:00 PM, followed by the Pledge of Allegiance.

**PUBLIC COMMENT**

Michele Foust inquired if the Riff Raff program has been scheduled for fall. The Riff Raff program was not budgeted for in 2022, therefore will not be taking place. Ms. Foust also inquired if there had been a decision on the use of funds from the timbering project. The project has not been completed as of this date, and the monies have not been received by the Township.

**CONSENT AGENDA**

Mr. Tanis made a motion to approve the minutes of the June 6, 2022, Regular Meeting, payment vouchers and May 2022 Financial Report. Mr. Foust seconded the motion. **All motions for Consent Agenda items were carried unanimously.**

**COMMITTEE REPORTS**

- A.** Planning Commission
  - Conversations regarding food trucks, medical facilities and Halfway Housing have begun
- B.** Parks and Recreation Board
  - A Facebook page is being established to promote parks & recreation, as well as advertise the upcoming events.
  - Upcoming events: Colyer Parade and Crafting with Carol on July 9<sup>th</sup> and July 23<sup>rd</sup>.

**SOLICITOR REPORT**

Mr. Rayman expressed a few concerns with the proposed License Agreement presented by Centre WISP Venture Company, LLC. They are the percentage of franchise fee, proposed performance bond, and the equal

treatment clause stated in the agreement with Comcast and should be evaluated. Mr. Roth will speak with Dave Gibbons, from Centre Wisp, regarding these concerns.

### **STAFF REPORTS**

*Public Works Superintendent –*

- A quote has been received from Midland Asphalt for tar & chip project on Manor Road, Decker Road, Pond Road and Middle Road. Mr. Dutrow put forth a motion to approve the \$75,600.00 proposal through the Costars contract. Mr. Tanis seconded the motion. **Vote in favor was unanimous.**
- There is no Jake Brake Ordinance on SR 322 in Potter Township.

*Secretary / Treasurer –*

- A request has been received for a memorial bench to be placed at Colyer Lake. Special activities permits for events held at Colyer Lake require an application fee. This fee is to be used for improvements or additions to the Colyer Lake area only. Mr. Decker made a motion to approve the request for a memorial bench and place a concrete pad under the bench using the application fees to purchase concrete. Motion seconded by Mr. Foust. **Vote in favor was unanimous.**
- The State Liquid Fuels Audit for fiscal years 2020-2021 has been scheduled for next week. The Auditor General's office conducts the audit.
- The Potter Athletic Complex baseball fields are being rented six days a week. There are three more tournaments scheduled for this year.
- Request to attend the 2022 PAMA conference in Erie. Request tabled until July 5<sup>th</sup>.

### **OLD BUSINESS**

None

### **NEW BUSINESS**

Chair Decker announced an Executive Session was held on Friday, June 17<sup>th</sup> and Monday, June 20<sup>th</sup> before the Board of Supervisors meeting.

Mr. Tanis made a motion to recess the meeting at 7:55 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 new employee wages effective the current pay period.

Mr. Foust made a motion to employ Christopher Ishler as a Road Maintenance Crew employee, pending pre-employment drug and alcohol testing for CDL drivers. Motion was seconded by Mr. Tanis. **Vote in favor was unanimous.** Mr. Ishler will begin employment on July 11, 2022.

Mr. Decker recused himself from actions taken on personnel issues due to a conflict of interest.

### **ADJOURNMENT:**

Mr. Dutrow made a motion to adjourn the regular meeting at 8:55 p.m. Motion seconded by Mr. Tanis. **Vote in favor was unanimous.**

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

- None

Respectfully submitted,

*Lisa A. Kroner*

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