

POTTER TOWNSHIP BOARD OF SUPERVISORS
MEETING MINUTES
September 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: Scott Floray, Tibben Zerby, Georgie Bennett

CALL TO ORDER:

Chair Decker called to order the September 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 inquired about the operations of the scoreboard and field lights at the Potter Athletic Baseball Complex. Ms. Bennett also requested the Riff Raff collection program be placed into the 2023 budget using Cable Franchise Tax or Amusement Tax revenue.

SPECIAL PRESENTATION

Tibben Zerby, Century Engineering, presented the final subdivision plan for DBRA Enterprises last revised August 5, 2022. The plans have also been reviewed by Engineer Don Franson. The Post Construction Stormwater Management Plan as prepared by Nittany Engineering, last revised July 21, 2022 were reviewed and approved by Mr. Franson as well. The plans include five self-storage units located on Emmanuel Drive. Mr. Zerby is requesting approval for waiver of the cul-de-sac street requirements and approval for the overall subdivision plan. Mr. Roth made a motion to approve the final subdivision plan for DBRA Enterprises as presented and approve a waiver for the cul-de-sac street. Motion seconded by Mr. Tanis. **Vote in favor was unanimous 5-0.**

CONSENT AGENDA

Mr. Foust made a motion to approve the minutes of the August 1, 2022, Regular Meeting and payment vouchers. Mr. Tanis seconded the motion. **All motions for Consent Agenda items were carried unanimously.**

COMMITTEE REPORTS

- A.** Planning Commission
 - Meeting minutes of July 12, 2022 were distributed.
- B.** Parks and Recreation Board
 - Meeting minutes of July 13, 2022 were distributed.

- C. Tri-Municipal Park
– No meeting due to lack of quorum

STAFF REPORTS

Public Works Superintendent –

- The Dirt and Gravel Road Project on Boal Gap Road has been completed.
- Shipment of tar has arrived for crack sealing project.

Secretary / Treasurer –

- The American Rescue Plan Funds, 2nd distribution is scheduled for September 12th.
- CCATO Fall Convention is October 25, 2022

OLD BUSINESS

The revised Centre Wisp proposed Franchise Agreement has not been received by Centre Wisp. Mr. Roth will obtain the Agreement for review and signatures.

NEW BUSINESS

The current healthcare plan policy renewal quote as well as other carrier quotes were reviewed and discussed. Mr. Tanis made a motion to enroll in the Geisinger Health Plan GFA All-Access PPO 500 Plan A for the full-time employees. Second by Mr. Dutrow. **Motion carried 4-0. Mr. Decker recused himself from voting.**

The PA Department of Transportation has requested Potter Township enter into an INTELLIGENT TRANSPORTATION SYSTEMS AGREEMENT as part of PennDOT's ITS Maintenance Contract 2020 Project. This Cooperative Memorandum of Agreement allows PennDOT to design and install Intelligent Transportation Systems ("ITS") within the Centre Hall area. The ITS improvements pertinent to this agreement are as follows: installation of traffic monitoring camera, controller and communication upgrades to provide Automated Traffic Signal Performance Metrics (ATSPM) on the signal located at SR 45 and SR 144 intersection. Following discussion on the project, Mr. Foust made a motion to enter into the Cooperative Memorandum Agreement with PennDOT and authorize the Chair of the Board to sign the Agreement through Resolution R-2022-09. A motion was seconded by Mr. Tanis. **Vote in favor was unanimous 5-0.**

RESOLUTION R-2022-09

INTELLIGENT TRANSPORTATION SYSTEMS AGREEMENT

BE IT RESOLVED, by the authority of the Board of Supervisors of Potter Township, Centre County, and it is hereby resolved by authority of the same, that the Chair of said Potter Township be authorized and directed to sign the attached Intelligent Transportation Systems Agreement for the S.R. 45 and SR 144 intersection as part of the ITS Maintenance Contract 2020 project on its behalf.

The Centre County Recycling and Refuse Authority has prepared a Solid Waste Management Plan Substantial Revision. DEP requires sharing the Plan to all Centre County Municipalities for review. The plan will be reviewed individually by the Board of Supervisors and any comments will be submitted through a link provided by CCRRA.

Mr. Decker offered a motion to purchase phosphorous credits for 2022 for Potters Mills Central Treatment System. Motion was seconded by Mr. Tanis. **Vote in favor was unanimous.** No quantity or purchase price was set by the Board.

Mr. Decker made a motion to recess the meeting at 8:05 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.

Mr. Foust offered a motion to advertise for a full-time Road Maintenance Crew employee. The job description will be changed to include assisting in operation and maintenance of small sewer and water facilities, including collecting water samples and chemical testing. A CDL class B drivers license is required.

ADJOURNMENT:

Mr. Foust made a motion to adjourn the regular meeting at 8:50 pm. Motion seconded by Mr. Tanis. **Vote in favor was unanimous.**

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

- Centre Hall-Potter Sewer Authority - Meeting Minutes May 10, 2022, no action required.
- Centre County Library – Community Resource Info & Invitation to Anniversary Open House

Respectfully submitted,

Lisa A. Kroner

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