

**POTTER TOWNSHIP BOARD OF SUPERVISORS**  
**MEETING MINUTES**  
**November 21, 2022**  
**124 Short Road, Spring Mills, Pennsylvania**

**ATTENDED BY:**

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

**STAFF:** Lisa Kroner, Secretary/Treasurer  
Robert Rayman, Solicitor

**ATTENDEES:** Aaron Smith, Kim & Bruce Domin, Roy Brodzina, Nate Frantz, Lucas Hakes, Nick Millard, Michele Foust, Georgi Bennett

**CALL TO ORDER:**

Chair Decker called to order the November 21, 2022, Regular Meeting of the Potter Township Board of Supervisors at 7:00 PM, followed by the Pledge of Allegiance.

**PUBLIC COMMENT**

Michele Foust requested an update to her formal request to submit a formal request to PennDOT to study a section of route 45 in front of her house for the installation of Jake Brakes. Mr. Dutrow offered a motion to submit a formal letter from the Board of Supervisors to PennDOT requesting a traffic study for the installation of brake retarder prohibition. Motion seconded by Mr. Foust. **Vote in favor was unanimous. 4-0.**

Georgie Bennett questioned why the Riff Raff collection program is not being restored and not being added to the 2023 budget. The rising costs of refuse collection and recycling continues to increase significantly. On January 1, 2023 the costs will increase again at the Centre County Refuse and Recycling Center, with tipping fees of approximately \$85 per ton. Before the pandemic began the cost of the Township Riff Raff program was costing over \$11,000 per year.

**SPECIAL PRESENTATION**

**C. GUY RUDY & RUTH C. RUDY – LOT ADDITION / REPLOT PROPOSAL** – Aaron Smith, Century Engineering Project Manager presented plans for this proposal. This project will add property from Tax Parcel 20-5-38J (Lot 2RR) to Tax Parcel 20-5-37A and become revised tax parcel 20-5- 37A. The remainder of tax parcel 20-5-38J, Lot 2RR will become lot 2RRR. Mr. Smith requests signatures on the Non-Building Waiver for this lot addition/replot proposal. No comments were provided by the Planning Commission. Mr. Tanis made a motion to approve signing the Non-Building Waiver for this project. Motion seconded by Mr. Foust. **Vote in favor was unanimous. 3-0. Mr. Dutrow abstained from the vote.**

## CONSENT AGENDA

Mr. Foust made a motion to approve the minutes of the October 17<sup>th</sup> & November 7<sup>th</sup> Regular meetings and November 16<sup>th</sup> budget session; payment vouchers and the Financial Report of October 2022. Mr. Dutrow seconded the motion. **All motions for Consent Agenda items were carried unanimously.**

## COMMITTEE REPORT

### A. Planning Commission

- Meeting minutes from October 11, 2022 were distributed.

### B. Parks and Recreation Board

- Meeting minutes from August 10, 2022 were distributed.
- Meeting dates for 2022 will be scheduled for the 2<sup>nd</sup> Monday of each month
- Dec. 10<sup>th</sup> from 10am – 12noon – Crafting with Carol event to be held in Township Conference Room Event is open to children of all ages with multiple crafts being offered.
- Estimate of cost to refurbish Geiss Field into a multi-purpose field was submitted by Kim Domin.

Discussion proceeded on the advantage of changing the field to multi-purpose for softball, little league and senior baseball uses. Roy Brodzina and Nate Frantz, representing Baseball U, expressed their concerns for refurbishing Geiss Field for multi-use. Mr. Tanis would like the fields to be utilized by Potter Township residents and not teams and leagues from out of the area.

### C. Penns Valley EMS

- No report.

## SOLICITOR REPORT

Charitable groups are exempt from obtaining Peddling and Solicitation Permits. These groups should present a copy of their charter for verification and record.

## STAFF REPORTS

*Public Works Superintendent* – None

*Secretary / Treasurer* – None

## OLD BUSINESS

The Hidden Lake HOA provided a copy of their letter submitted to PennDOT in advance of the November 11, 2022 submission date to be included in the public record for the October 19<sup>th</sup> and 20<sup>th</sup>, 2022 State College Area Connector Project public meeting. This letter included over 330 petitioners. No discussion or follow-up is needed.

The Board reviewed a list of the areas of concern, submitted by Mr. Roth, for the office IT infrastructure. He suggested adding \$5,000 – \$10,000 in the budget for IT costs in the fiscal year 2023 to bulk up IT security posture and provide a robust connection for the employees. The American Rescue Plan funds allow for IT infrastructure expenses. After a brief discussion, the Board agreed to retain the \$5,000.00 already allocated in the proposed General Fund budget and to not use any American Rescue Plan funds or additional General Funds to further increase the budget for IT infrastructure.

The requested changes to the proposed 2023 budget were made and a revised 2023 proposed budget was presented to the Board. After discussion, a proposed budget was generated with no tax increase for real property. Mr. Foust made a motion to advertise the proposed 2023 budget for public inspection. Second by Mr. Dutrow. **Vote in favor was unanimous. 4-0.**

## NEW BUSINESS

**Resolution R—2022-11** Establishing Tax Rate for Year 2023 was presented for adoption. Total tax will be 3 mil (1 mil General purpose and 2 mil Fire Protection) with no tax increase on real property. Mr. Foust made a motion to approve **Resolution R-2022-11**. Motion seconded by Mr. Tanis. **Vote in favor was unanimous. 4-0.**

**RESOLUTION # R-2022-11**

**A RESOLUTION OF THE TOWNSHIP OF POTTER, CENTRE COUNTY,  
ESTABLISHING THE TAX RATE FOR THE YEAR 2023**

**BE IT RESOLVED AND ENACTED**, and it is hereby resolved and enacted by the Board of Supervisors of the Township of Potter, County of Centre, Commonwealth of Pennsylvania, that a tax be and the same is hereby levied on all real property within the Township of Potter subject to taxation for the fiscal year 2023, as follows:

Tax rate for GENERAL purposes, the sum of ..... 1 mill  
on each dollar of assessed valuation, or the sum of ..... \$0.100  
on each one-hundred dollars of assessed valuation.

Tax rate for FIRE PROTECTION purposes, the sum of ..... 2 mill  
on each dollar of assessed valuation, or the sum of ..... \$0.200  
on each one-hundred dollars of assessed valuation.

That any resolution, or part of resolution, conflicting with this resolution be and the same is hereby repealed insofar as the same affects this resolution.

The same being summarized in tabular form, as follows:

	Mills on Each Dollar of Assessed Valuation	Dollars and Cents on Each One-Hundred Dollars of Assessed Valuation
Tax Rate for General Purposes	1 Mill	\$0.100
Tax Rate for Fire Protection	<u>2 Mill</u>	<u>\$0.200</u>
<b>TOTAL</b>	<b>3 Mill</b>	<b>\$0.300</b>

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The Pennsylvania Municipalities Pension Trust MMO for the Plan Year 2023 was reviewed. The minimum municipal obligation (MMO) for the 401a Defined Contribution Plan is estimated at \$19,000. Motion by Mr. Foust to approve the 2023 MMO for the pension plan as presented. Second by Mr. Tanis. **Vote in favor was unanimous. 3-0. Mr. Decker recused himself from voting.**

The Jersey Shore State Bank has provided updated interest rates for municipalities with Advantage Checking Account. Mr. Foust offered a motion to lock in a current rate of 2.15% for 90-days. Mr. Tanis seconded the motion. **Vote in favor was unanimous. 4-0.**

**EXECUTIVE SESSION**

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. Foust made the motion to close the Executive Session and reopen the regular meeting. Second by Mr. Tanis.

**ADJOURNMENT:**

Mr. Tanis made a motion to adjourn the regular meeting at 8:30 pm. Motion seconded by Mr. Foust. **Vote in favor was unanimous.**

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

- Centre Hall-Potter Sewer Authority - Meeting Minutes October 12, 2022, no action required.

Respectfully submitted,

*Lisa A. Kroner*

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