

POTTER TOWNSHIP BOARD OF SUPERVISORS
MEETING MINUTES
January 16, 2023
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: John Sepp, Jules Loesch, Kristen O'Brien, Harry Wasson, Dan Wasson, Mike Troyan, Michele Foust, Georgie Bennett

CALL TO ORDER:

Chair Decker called to order the January 16, 2023, Business Meeting of the Potter Township Board of Supervisors at 7:00 PM, followed by the Pledge of Allegiance.

PUBLIC COMMENT

Dan Wasson expressed his concern regarding a concrete pad that was installed by CentreWisp on the Right-of-way to his field on Tusseyville Road. CentreWisp did not notify property owners regarding this installation. Mr. Roth will reach out to Dave Gibbons at CentreWisp about this issue.

SPECIAL PRESENTATION

John Sepp, Penn Terra Engineering, presented a land development plan for the 322 Self Storage Expansion project. There are currently six units and the property owner would like to construct five more. Mr. Roth offered a motion to grant conditional approval on the expansion project pending review by the Planning Commission. Motion seconded by Mr. Dutrow. **Vote in favor 5-0.**

Jules Loesch presented an overview of a potential construction of duplexes or carriage houses in a future phase at The Horizon. Mr. Loesch is requesting input only from the Board of Supervisors at this time. The Board agreed to provide input at their February 20th business meeting.

CONSENT AGENDA

Mr. Tanis made a motion to approve the minutes of the January 16th business meeting; payment vouchers and the Financial Report of December 2022. Mr. Roth seconded the motion. **All motions for Consent Agenda items were carried unanimously.**

COMMITTEE REPORT

A. Planning Commission

- Reorganization meeting held on January 10th. Mike Troyan is Chair and Dave Henning is Vice-Chair.

B. Parks and Recreation Board

- Re-organization meeting held on January 9th. The officers for 2023 are: Chair- Kim Domin, Vice-Chair- Naomi Rupert, Secretary-Carol Michelotti.
- Easter Egg Hunt will be held April 8th.
- Materials for the Crafting with Carol Christmas ornament activity were donated.
- John Smith continues to be interested in preparing walking trails at The Woodlands at Sinking Creek

C. Penns Valley EMS

- No report.

SOLICITOR REPORT

The Real Estate Transfer for Tri-Municipal Park has been completed. Penn State and DCNR were both required to approve and sign the transfer of real estate from Centre Hall Borough, Potter Township and Gregg Township to Potter Township and Centre Hall Borough only. DCNR withheld their approval of the real estate transfer. Potter Township and Centre Hall Borough are now each 50% owners of the property.

STAFF REPORTS

Public Works Superintendent –

- Timber management project has commenced at the Township property on Sinking Creek Road

Secretary / Treasurer –

- The 2022 Fourth Quarter Right-to-Know Request Report was reviewed.
- Caleb Vinnedge has completed his Eagle Scout Project of a bench/kiosk at Colyer Lake. Caleb has donated a portion of the leftover project funds to Potter Township to be used to maintain the bench/kiosk or any other community project/maintenance at Colyer Lake.
- The SR 45/144 intersection CCTV has been added to PA 511 cameras under State College/Northern Tier.

OLD BUSINESS

Mr. Roth requested approval to move forward with IT Infrastructure upgrades at a cost of \$2,500.00. He provided an overview of the upgrades and benefits of the project. Mr. Foust requested a more in depth description of the upgrades. Mr. Roth offered to obtain technical literature on the upgrades. Mr. Foust then put forth a motion to approve the IT infrastructure upgrades as presented by Mr. Roth in the amount of \$2,500.00. Seconded by Mr. Tanis. **Vote in favor was unanimous.**

Mr. Roth stated that the Planning Commission has interviewed candidates for the two board member vacancies on the Planning Commission. They are recommending appointment of Amy Lake and Michele Foust. Mr. Roth noted that Linda Marshall was also interviewed for a vacancy. After discussion, Mr. Decker offered a motion to appoint Linda Marshall to the Planning Commission, for a 4-year term ending December 31, 2026. Mr. Foust seconded the motion. **Vote was in favor 3-2. Mr. Roth and Mr. Tanis voted no.**

Mr. Tanis offered a motion to appoint Michele Foust to the Planning Commission, for a 4-year term ending December 31, 2026. Mr. Roth seconded the motion. **Vote was in favor 3-1. Mr. Foust recused himself from voting due to a conflict of interest.**

Kim Domin requested that Nicholas Millard be appointed as a member to the Parks and Recreation Board. On a motion by Mr. Roth and seconded by Mr. Foust and carried unanimously, the Board authorized the appointment of Nicholas Millard to the Parks and Recreation Board for a term of five years, ending December 31, 2027. **Vote was in favor 5-0.**

Mr. Foust made a motion that Patrick McFarlane be appointed to the Zoning Hearing Board as an alternate for a 3-year term ending December 31, 2025. Motion was seconded by Mr. Decker. **Vote was in favor 5-0.**

NEW BUSINESS

The Joint Municipal Services Agreement among municipalities in Penns Valley, signed May 2018, was a one-year agreement. Each municipality agreed to donate to PVEMS a contribution equal to one-half (1/2) mill on the taxable basis of all properties located in its individual municipality for the calendar year 2018. Mr. Tanis agreed to reach out to other municipalities about setting up a joint municipal meeting to discuss the future of the agreement.

EXECUTIVE SESSION

Mr. Decker made a motion to recess the meeting at 8:25 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. No decisions were made.

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.**

Respectfully submitted,

Lisa A. Kroner

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