

POTTER TOWNSHIP BOARD OF SUPERVISORS

MEETING MINUTES

April 3, 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
Sue Mazza, Date Entry Clerk

ATTENDEES: Tibben Zerby, Kenny Strouse, Wayne Engle, Kim Domin, Georgie Bennett

CALL TO ORDER

Chair Decker called to order the April 3, 2023, Business Meeting of the Potter Township Board of Supervisors at 7:00 PM, followed by the Pledge of Allegiance.

PUBLIC COMMENT

None

SPECIAL PRESENTATION

KENNETH STROUSE – SUBDIVISION/REPLOTTING – Replotting and subdividing parcels, Tax Parcel 20-4-001G and Tax Parcel 20- 4-001N, into a total of 5 lots, Lot 5RR, Lot 7, Lot 8, Lot 9 and Lot 10. Tibben Zerby, Century Engineering, submitted the following request on behalf of Mr. Strouse. 1) A waiver from the Potter Township Code, §177-9.E.(1)(a), relating to the number of users on a private street in relation to the existing Reed Lyn Lane. 2) In relation to the proposed access for Lot 10, Lot 9 and Lot 7, request that Tax parcels 20-4-001A and 20-4-001B be exempt from the counted number of users when determining private vs public street standards. These two lots are currently owned by the Borough of Centre Hall and were historically utilized as parcels for their water reservoirs. Unless sold off by the Borough of Centre Hall, there will be no development, outside of water infrastructure on either of these parcels. If considered, a note could be added to the easement document that, if at any time, these parcels are transferred and a change in usage is proposed, the road would need to be re-evaluated and brought up to current and applicable private street standards. The Board is awaiting review by the Township Engineer.

CONSENT AGENDA

Mr. Roth made a motion to approve the minutes of the March 20, 2023 business meeting and payment vouchers. Mr. Foust seconded the motion. **All motions for Consent Agenda items were carried unanimously.**

COMMITTEE REPORT

- A. Planning Commission
- B. Parks & Recreation Board
 - The Easter Egg Hunt will take place on Saturday, April 8th in conjunction with Centre Hall Fire Company Easter breakfast. Prizes for the baskets and drawings were donated.
- C. Penns Valley Regional Planning Commission
 - Centre County CCMPO representatives discussed available grants for municipalities

STAFF REPORTS

Public Works Superintendent –

- General maintenance work continues on equipment and roads. Crack sealing projects will begin in the next month, contingent on weather.

Public Works Superintendent – cont'd

- The public water line loop project has been completed for the Country Club Park Water Plant. Residents were notified of a boil water notice.

Secretary / Treasurer –

- The 2023 First Quarter Right-to-Know Request Report was reviewed. Four requests were received.
- The Centre County Association of Township Officials will hold the spring convention on Wednesday, April 19, 2023 at CPI of Science and Technology.

OLD BUSINESS

No applications have been received for the Potter Athletic Complex Manager position.

Feedback from business owners and home owners in the PCI (Planned Commercial Industrial) District has been received. Five businesses would be interested in natural gas service and four businesses would not be interested. Further discussion will take place with Seda-Cog & Columbia Gas on the options for moving forward with natural gas service.

Current CD rates were obtained for township funds and options were reviewed. No decisions were made. Item tabled until April 17, 2023 business meeting.

The funding for the sidewalk project on S.R. 144, a joint effort with Centre Hall Borough Joint Project, was discussed. Mr. Roth put forth a motion to expend funds from the General Account for this project. Motion was seconded by Mr. Foust. **Vote in favor was unanimous. 5-0.**

An opportunity for discussion on the PSATS 2023 Proposed Bylaws Changes, Nominations Report, and Resolutions was offered. No comments or input were brought forward by the Board. The voting delegate, Dennis Foust, will represent Potter Township at the business session during the annual conference.

NEW BUSINESS

Mr. Roth requested setting up all office computers with Microsoft Office 360 package. Mr. Tanis made a motion for the purchase of Microsoft 360 package up to \$5,000.00. Motion seconded by Mr. Foust. **Vote in favor was unanimous. 5-0.**

The Board spoke about the request by the developer and engineer of The Horizon to hold a public meeting to discuss the options of adding multi-family units in addition to the single family homes. At this time the Board is declining participation in a public meeting until a specific request to change the Zoning Ordinance is submitted by the developer.

Mr. Decker motioned to distribute the budgeted \$500.00 to the Centre County Association of Township Officials to be used for the scholarship program. Mr. Dutrow seconded the motion. **Vote in favor was unanimous. 5-0.** The scholarship is for full-time and part-time students who are attending vocational technical training, community/business colleges, or universities. Candidates must have completed at least one academic year of study and have achieved a passing grade point average.

Resolution R-2023-07, supporting application for Happy Valley Adventure Bureau Tourism Grant, for approval. The application is for recreational use, specifically to purchase and install vinyl coated chain link fencing in front of the dugout on Geiss Field at the Potter Athletic Complex. Mr. Dutrow moved to adopt Resolution R-2023-07, supporting application for Happy Valley Adventure Bureau Tourism Grant. Mr. Foust seconded the motion. **Vote in favor was unanimous. 5-0.**

RESOLUTION #R-2023-07

RESOLVED BY the Township of Potter, Centre County, Pennsylvania, that

WHEREAS, the Board of Supervisors of Potter Township supports the grant application made to The Happy Valley Adventure Bureau (HVAB), in partnership with the Centre County Board of Commissioners, for the 2023-2024 Tourism Grant Program. The application is for recreational use, specifically to provide safety features and field renovations on Geiss Field at the Potter Athletic Complex. The sports complex is 29 acres and located at 150 Summer Lane, Centre Hall, Pennsylvania, and will attract tournaments and league use, and

WHEREAS, the Board of Supervisors of Potter Township recognizes the twenty-five (25) percent match requirement for the 2023-2024 Tourism Grant program, and has secured the matching funds

NOW, THEREFORE, BE IT RESOLVED, that if Potter Township is awarded a grant by The Happy Valley Adventure Bureau and Centre County Board of Commissioners, the Board of Supervisors of Potter Township agrees to accept the grant award, and may enter into an agreement with The Happy Valley Adventure Bureau and Centre County Board of Commissioners for the above referenced project. The Township of Potter, Centre County, Pennsylvania, will comply with all applicable laws, environmental requirements and regulations.

EXECUTIVE SESSION

Mr. Decker made a motion to recess the meeting at 8:13 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. 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