

POTTER TOWNSHIP BOARD OF SUPERVISORS
MEETING MINUTES
June 19, 2023
124 Short Road, Spring Mills, Pennsylvania

ATTENDED BY:

BOARD: Dick Decker, Chair
Jake Tanis, Vice-Chair
Melvin Dutrow
Dennis Foust
Glenn Roth

STAFF: Lisa Kroner, Secretary/Treasurer
David Boliek, Public Works Superintendent
Gerald Stover, Zoning Officer
Sue Mazza, Data Entry Clerk

ATTENDEES: Kim Domin, John Smith

CALL TO ORDER:

Chair Decker called to order the June 19, 2023, Business Meeting of the Potter Township Board of Supervisors at 7:00 PM, followed by the Pledge of Allegiance.

PUBLIC COMMENT

No public comment.

CONSENT AGENDA

Mr. Roth made a motion to approve the minutes of the June 5, 2023 business meeting, payment vouchers and May 2023 Financial Report. Mr. Tanis seconded the motion. **All motions for Consent Agenda items were carried unanimously.**

COMMITTEE REPORT

- A. Planning Commission
- Meeting minutes from May 23, 2023 were distributed.
- B. Parks & Recreation
- Members of the Board will attend a Tri-Municipal Park Board meeting to discuss the possibility of constructing a pickleball court at Penns Prairie Park.
 - A request was made to purchase a sign for The Woodlands on Sinking Creek Road. Mr. Tanis made a motion to purchase a sign. Motion seconded by Mr. Foust. **Vote in favor was unanimous. 5-0.**
 - A request to appoint a new member to the Parks & Recreation Board was submitted. Mr. Foust made a motion to appoint Amber Hubert to the Parks & Recreation Board for a three-year term (2023-2025) Motion was seconded by Mr. Dutrow. **Vote in favor was unanimous 5-0.**
 - Naomi Rupert, Vice-Chair of the Parks & Recreation Board, has resigned from her position on the Board.

– STEAM activities are planned for July 12, 19 & 26 and August 2 & 9th from 9AM-noon at Potter Run Park.

SOLICITOR REPORT

No report.

STAFF REPORTS

Public Works Superintendent –

- There is a water line break at the Potter Athletic Complex and the location is unknown. The Board approved for Mr. Boliek to move forward to have the waterline fixed to provide water to the dugouts and restrooms.
- The installation of lighting upgrades at the municipal office and shed are complete.

Secretary / Treasurer –

- Centre Tax Agency has been made aware of Alan Decker’s concern with due dates of the Local Services Tax form. This form is a standard form created by Centre Tax Agency for individuals to determine the amount of Local Services Tax due. Centre Tax Agency has made a note of Mr. Decker’s concerns and will take them into consideration when preparing the personal Local Services Tax returns for 2023. Mr. Decker will be notified of response to his concern via USPS.
- A vending machine with drinks has been installed at Potter Athletic Complex as a source of revenue.
- Baseball field reservations are up-to-date on the township website. The fields are currently rented six days a week.
- The Becky Connolly memorial bench has been installed along the trail at Colyer Lake.
- No input was received by the Board regarding a 250th Anniversary celebration in 2024.

OLD BUSINESS

Mr. Tanis received a verbal quote from Chris Walizer for the dugout fencing at Geiss Field in the amount of \$6,550.00. Nastase Construction has already started the project and the railings have been installed. The Board unanimously agreed to accept the quote from Mr. Walizer for the dugout materials and labor, and to instruct Nastase Construction to remove the materials they have already installed for this project.

NEW BUSINESS

A financial donation request was received from Valley Community Business Alliance for the *Route 45 Getaways* event for 2023. The Board of Supervisors eliminated the line item for community support/involvement donations for fiscal year 2023. Mr. Roth offered a motion to deny the request for a financial donation. Mr. Tanis seconded the motion. **Vote for denial of request was unanimous. 5-0**

A sample ordinance regarding the use of snowmobiles and ATV’s on Township roads was examined and discussed. The Board requested an opinion letter from the solicitor regarding such an ordinance.

The Board discussed the proposal in terms of proposed parkland dedication or fees in-lieu-of, or a combination thereof, per the Parkland Dedication Ordinance for the Randall & Gina Moyer subdivision. Mr. Tanis made a motion to accept Fee In-Lieu-Of Parkland Dedication for the three (3) new lots being created. Motion seconded by Mr. Foust. A vote was taken to accept three (3) fees In-Lieu-of Parkland Dedication for this subdivision. **Vote in favor was unanimous 5-0.**

PennDOT is seeking “consulting parties” to request their views on the State College Area Connector project as it pertains to the potential to affect historic properties that are listed in or eligible for listing in the National

Register of Historic Places. Mr. Tanis has shown interest in becoming a consulting party on this project and his name will be submitted to participate.

Mr. Roth made a suggestion to investigate specs on new computers for the Township staff. All computers should have the same operating system and automatic backup. There should be a company to maintain the computers and a contact for troubleshooting. Mr. Dutrow offered a motion to authorize Mr. Roth to research computer systems and purchase the technology, spending up to \$6,000.00 from the General Fund and any additional cost over the \$6,000.00 would be expended from the American Rescue Plan Funds. Mr. Tanis seconded the motion. **Vote in favor was unanimous 5-0.**

Following discussion on a paving and sealcoating project for 2023. Mr. Tanis offered a motion to approve advertising of sealed bids for paving on sections of T-604 Lake Road, T-607 Pole Cat Road and T-608 Bubb Road. Mr. Roth seconded the motion. **Vote in favor was unanimous 5-0.** The bids will be opened on July 17th 2023 and awarded at the Board of Supervisors meeting.

Mr. Boliek provided background information regarding a Multi-modal Grant for Decker Valley Road and a DCED grant for Lake Bridge reconstruction. On a motion by Mr. Roth, seconded by Mr. Foust, and **carried unanimously**, the Board authorized signing the resolutions for both grants once they are completed.

BOARD/STAFF OTHER MATTERS

Centre Hall Fire Company meeting minutes for May 9, 2023 were distributed.

Centre Hall-Potter Sewer Authority meeting minutes for May 10, 2023 were distributed.

ADJOURNMENT:

Mr. Foust made a motion to adjourn the regular meeting at 8:27 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