

POTTER TOWNSHIP BOARD OF SUPERVISORS
MEETING MINUTES
July 17, 2023
124 Short Road, Spring Mills, Pennsylvania

ATTENDED BY:

BOARD: Dick Decker, 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: Michael Pratt, Russell & Dotti Sauerwein, Christine Patschke, Gay Homan,
Tim & Diane O’Hara, Ellen Kline, Virginia & Brian Gavek, Amber Hubert, Wyatt Stoup, Kim Domin

CALL TO ORDER:

Chair Decker called to order the July 17, 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. Foust made a motion to approve the minutes of the July 5, 2023 business meeting, payment vouchers and June 2023 Financial Report. Mr. Roth seconded the motion. **All motions for Consent Agenda items were carried unanimously.**

COMMITTEE REPORT

- A. Planning Commission
 - Meeting minutes from June 27, 2023 were distributed.
- B. Parks & Recreation
 - The first STEAM activity was held on July 12th at Potter Run Park with 15+ children participating.
 - Kate Hunt as been appointed vice-chair due to a resignation from the position.
 - Requested approval to purchase a 48’ x 32” message board for Potter Run Park. The budget included \$1,200.00 to purchase a board. The Board approved the purchase.
 - Requested approval to purchase a sign for the Woodlands at Sinking Creek. The Board approved the purchase.
 - Discussion continues on adding a pickleball and volleyball court at Penns Prairie Park.
 - Grants are being sought by a board member for parks & recreation purposes. Financial support would be required by the Township.
 - The Parks & Recreation Board will lead a subcommittee for the 250th Anniversary celebration.

SOLICITOR REPORT

Mr. Burke prepared a memo addressing ATV & snowmobile ordinances and the State law. A memorandum was also provided regarding the Township's ability to regulate or govern use on a Purple Heart Highway, specifically SR 45.

STAFF REPORTS

Public Works Superintendent –

Bid Opening for 2023 Paving Project Contract

Three sealed bids were received and opened at 2:00 pm on July 17, 2023. Glenn O. Hawbaker has submitted the low bid for the 2023 paving project. The paving bids were reviewed for acceptable bid bond and compliance with the requirements of the proposal. Bids were as follows: HRI, Inc. \$353,410.00; and Glenn O. Hawbaker \$318,996.00; and R.C. Bowman \$308,152.00. Mr. Foust made a motion to accept the bid for the paving projects submitted by Glenn O. Hawbaker in the amount of \$318,996.00. Mr. Dutrow seconded the motion. **Motion carried unanimously. Vote in favor was unanimous. 4-0.**

Secretary / Treasurer –

- The 2023 Second Quarter Right-to-Know Request Report was reviewed. Four requests were received

Zoning Officer – No report

PUBLIC HEARING

Solicitor Burke presided over the Conditional Use Hearing requested by TransducerWorks, LLC, a Pennsylvania Limited Liability company with principal offices at 2821 Earlystown Road, Centre County, Potter Township, Centre Hall, Pennsylvania. The Property is zoned C General Commercial under §220-20 of the Township of Potter Zoning Ordinance (the "Zoning Ordinance").

A conditional use application requesting approval for a 25,000 square foot expansion of a currently extant manufacturing facility on an adjacent property, under the permitted conditional use of "Industrial, manufacturing, and warehouse use" pursuant to §220-21(C)(10) of the Township of Potter Code (the "Application"), was submitted to the Potter Township Board of Supervisors on May 21, 2023, by the Applicant. Proper public notice of a Conditional Use Hearing was scheduled for July 17, 2023, before the Board of Supervisors for the Township of Potter. Upon no contest and the recommendation of the Planning Commission, the Board found that the Application is consistent with the terms and conditions of the Zoning Ordinance. The Board believes the proposed use will be consistent with the character of the neighborhood, and will not detract from the use or enjoyment of adjoining or nearby properties. In addition, the Board believes that the proposed use by the Applicant will not be detrimental to the public health, safety, and welfare of residents of Potter Township. Therefore, by reason of all the foregoing, the Board finds that the Application is consistent with the terms and conditions of the Zoning Ordinance, and therefore, enters the following: **DECISION** - Upon consideration of the Application for a conditional use to permit the expansion of a manufacturing facility under the permitted conditional use of "Industrial, manufacturing, and warehouse use" pursuant to §220- 21(C)(10) of the Township of Potter Code, said Application is hereby granted without conditions. Mr. Roth made the motion, seconded by Mr. Foust. **Vote in favor was unanimous. 4-0**

OLD BUSINESS

PVEMS has chosen to re-write the PV Joint Municipal Agreement in its own language, and wants each municipality to sign *their* version of the Agreement. PVEMS has set a date of August 1, 2023 to review the final terms of the Agreement. Mr. Foust suggested that Solicitor Burke review the new draft agreement provided by the PVEMS. The Board unanimously agreed to a review of the agreement by Solicitor Burke.

Mr. Decker opened discussion on updated deposit rates for all interest-bearing checking accounts, as well as new Certificate of Deposit rates. Following review of the options, Mr. Roth made a motion to make no change with the current checking accounts. Motion seconded by Mr. Dutrow. **Vote in favor was unanimous. 4-0.**

NEW BUSINESS

Mr. Roth made a motion to approve the Sewage Facilities Planning Module for the Randall & Gina Moyer Subdivision. Motion seconded by Mr. Foust. **Motion carried unanimously. 4-0.**

Mr. Roth requested approval to contract with Mains Technology to set up the new laptops and transfer all data. Mr. Roth will provide a written quote from Mains Technology in the amount of \$1,300.00 for the services. Mr. Foust made a motion to approve the quote for \$1,300.00 from Mains Technology. Motion seconded by Mr. Dutrow. **Vote in favor was unanimous. 4-0.**

The Penns Valley School District Board has offered to provide an overview of their developments at each municipal public meeting. No action was taken by the Supervisors.

BOARD/STAFF OTHER MATTERS

Centre County Farmland Trust Newsletter was circulated.

Centre Hall Fire Company meeting minutes for June 13, 2023 were distributed.

Centre Hall-Potter Sewer Authority meeting minutes for June 14, 2023 were distributed.

ADJOURNMENT:

Mr. Foust made a motion to adjourn the regular meeting at 8:12 pm. Motion seconded by Mr. Decker. **Vote in favor was unanimous.**

Respectfully submitted,

Lisa A. Kroner

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