

POTTER TOWNSHIP BOARD OF SUPERVISORS
MEETING MINUTES
October 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
Gerald Stover, Zoning Officer

ATTENDEES: Kim Domin, Ryan Newman, Amber Hubert

CALL TO ORDER:

Chair Decker called to order the October 26, 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 October 2, 2023 business meeting. Mr. Dutrow seconded the motion. **All motions for Consent Agenda items were carried unanimously.**

COMMITTEE REPORT

- A. Planning Commission
 - A Powerpoint presentation is being produced on options for dirt roads.
- B. Parks & Recreation
 - A message board is being installed at Potter Run Park
 - The Board is partnering with Centre Hall Fire Company for activities at the Breakfast with Santa event.
 - Beginning January 2024 a quarterly online newsletter is being planned
 - Quotes are being received for a sign at The Woodlands

SOLICITOR REPORT

Solicitor Burke provided a final draft proposal for a False Fire Alarm Ordinance. Centre Hall Fire Company has provided their input on the proposal. Mr. Foust offered a motion to advertise for a public hearing to be held on November 20, 2023 to adopt the ordinance. Motion was seconded by Mr. Dutrow. **Vote in favor was unanimous. 5-0.**

STAFF REPORTS

Public Works Superintendent –

- A budget plan for 2024 road maintenance projects was presented and discussed.

Secretary / Treasurer –

- The 2023 Third Quarter Right-to-Know Request Report was reviewed. Five requests were received

Zoning Officer – No new report

OLD BUSINESS

The Agreement for the sale and purchase of an Agricultural Conservation Easement for Cynthia A. Barker has been executed and closing is scheduled for October 30, 2023. Centre County Planning and Community Development is requesting Potter Township's \$10,000.00 contribution towards the easement for closing. Mr. Foust moved to release the \$10,000.00 committed for the Cynthia A. Barker Agricultural Conservation Easement for closing of sale and purchase. Motion seconded by Mr. Tanis. **Vote in favor was unanimous. 5-0.**

Review and discussion continued on the 2024 Budget. Drafts of the General, State Liquid Fuels, Parks and Recreation, Fee In-Lieu of Parkland, Fire Protection and Reserve Fund were reviewed and discussed. The Board will continue to review and discuss the proposed budget at the November 8, 2023 meeting.

NEW BUSINESS

Mr. Tanis made a motion to declare Tuesday, October 31, 2023 from 6:00 PM to 8:00 PM as Trick-or-Treat night in Potter Township. Second by Mr. Foust. **Vote in favor was 5-0.**

The Huntingdon County Commissioners adopted the Huntingdon County Active Transportation Plan by resolution on September 12, 2023. It is now the intention of the Huntingdon County Planning Commission to incorporate the Huntingdon County Active Transportation Plan into the Huntingdon County Comprehensive Plan. The 45-day comment period for review has commenced as required by Section 302 of the PA Municipalities Planning Code. Written comments will be accepted through November 16, 2023. The Board of Supervisors will review and provide any comments to be submitted before November 8, 2023.

EXECUTIVE SESSION

Mr. Decker made a motion to recess the meeting at 8:40 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.

BOARD/STAFF OTHER MATTERS

Centre Hall Fire Company– Meeting Minutes – July 11, 2023 were distributed

Centre Hall-Potter Sewer Authority – Meeting Minutes – August 9, 2023 were distributed

ADJOURNMENT:

Mr. Foust made a motion to adjourn the regular meeting at 9:00 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