

**POTTER TOWNSHIP BOARD OF SUPERVISORS**  
**MEETING MINUTES**  
**December 4, 2023**  
**124 Short Road, Spring Mills, Pennsylvania**

**ATTENDED BY:**

**BOARD:** Dick Decker, Chair  
Jacob Tanis, III, Vice-Chair  
Dennis Foust  
Glenn Roth

**STAFF:** David Boliek, Public Works Superintendent  
Lisa Kroner, Secretary/Treasurer  
Sue Mazza, Data Entry Clerk

**CALL TO ORDER**

Chair Decker called to order the December 4, 2023, Business Meeting of the Potter Township Board of Supervisors at 7:00 PM, followed by the Pledge of Allegiance.

**PUBLIC COMMENT**

Scott Floray questioned if there is a down light ordinance in the township. There is a light at a commercial business along SR 45 that is creating a lot of light pollution. Mr. Roth will speak with the business owner.

Debbie Peterson emphasized that another recycling bin needs to be added to the collection site near Colyer Lake as the bins are always full. A cardboard recycling bin is also needed. Centre County Recycling & Refuse will be contacted about adding extra bins.

**CONSENT AGENDA**

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

**COMMITTEE REPORT**

- A. Planning Commission
  - The members are focusing discussion on food trucks.
- B. Penns Prairie Park
  - Construction plans are being reviewed for Phase II. Permits will be obtained.
- C. 250<sup>th</sup> Anniversary Committee
  - Tours are being planned to historical sites in Potter Township

**STAFF REPORTS**

*Public Works Superintendent –*

- Salt order has arrived
- One truck is in the shop for repair

*Secretary/Treasurer –*

- No report in addition to agenda items

**OLD BUSINESS**

Mr. Decker recommended reallocating the balance of the American Rescue Plan money due to the Board rejecting the purchase of a loader. Mr. Roth made a motion to reallocate the American Rescue Plan money to pay for paving on Black Hawk Road. Motion seconded by Mr. Foust. **Vote in favor was unanimous. 4-0**

**NEW BUSINESS**

A copy of the 2023 Fee Schedule was provided to the Board for reference. Several additions/changes were submitted to be considered before the 2024 Fee Schedule is adopted. Discussion will continue at the December 18, 2023 meeting.

A list of ABC's (Authority, Board and Commission) vacancies for 2024 was provided and reviewed. New appointments will be made at the January 2, 2024 Organization Meeting. Volunteer applications are currently being accepted.

The 2024 meeting dates for all Authorities, Boards and Commissions were reviewed. The Planning Commission wishes to review their meeting dates before advertising. Discussion will continue at the December 18, 2023 meeting.

Mr. Decker announced that an Executive Session was held on Friday, December 1, 2023 at 1:00 pm to discuss personnel matters. The Board unanimously agreed to hire one full-time and one part-time employee from the candidates that were interviewed.

**BOARD / STAFF OTHER MATTERS** (Informational – Review and/or Action, as Needed)

None

**ADJOURNMENT:**

Mr. Roth made a motion to adjourn the regular meeting at 7:26 pm. Motion seconded by Mr. Foust. **Vote in favor was unanimous.**

Respectfully submitted,

*Lisa A. Kroner*

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