

**POTTER TOWNSHIP BOARD OF SUPERVISORS**  
**MEETING MINUTES**  
**November 8, 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  
Sue Mazza, Data Entry Clerk

**ATTENDEES:** Ryan Newman, Georgie Bennett

**CALL TO ORDER:**

Chair Decker called to order the November 8, 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 16, 2023 business meeting. Mr. Dutrow seconded the motion. **All motions for Consent Agenda items were carried unanimously.**

**COMMITTEE REPORT**

- A. Planning Commission
  - No new report
- B. Parks & Recreation
  - No new report

**STAFF REPORTS**

*Public Works Superintendent –*

- For informational purposes only it was mentioned to the Board to consider purchasing a 1-ton truck sometime in the future. The truck would be used for plowing snow in the developments and as a service truck. A truck should include a tool body and spreader. As construction of new developments increase, maneuverability problems arise with using large plows and trucks on the development streets.

- An inquiry was made by a private company to operate the sewer and water plants. An estimate was provided. Mr. Roth requested negotiations for pricing.
- Requested approval for purchase of a conveyor used to add 4" minus to do road berms). The cost is \$14,624.00. Mr. Tanis made a motion to approve purchasing the conveyor out of the 2023 Liquid Fuels equipment budget. Motion seconded by Mr. Foust. **Vote in favor was unanimous. 5-0**
- Discussion took place on various loaders and specs were reviewed. Mr. Tanis requested that David Boliek place a hold on a loader until the Board decides whether to commit to the purchase. A vote on the purchase was tabled until the November 20, 2023 meeting.
- Country Club Park water well pump was pulled to see what is needed to seal the well.
- There is an issue with sulfur water at the maintenance building. The pump will be pulled to investigate the problem and do repairs.

*Secretary / Treasurer –*

- No new report

*Zoning Officer –*

- No new report

### **OLD BUSINESS**

Review and discussion continued on the 2024 Budget. Drafts of the General Fund, Country Club Park Sewer & Water Fund, and Potters Mills Sewer Fund were reviewed and discussed. The Board will continue to review and discuss the proposed budget at the November 20, 2023 meeting. There was a mention of a possible .5 mil increase in municipal real estate taxes, with no further action being taken. The Centre County Tax Assessment Office has confirmed that 1 mil will equal \$112,340.00 in revenue for 2024; one-half mil (.5) would equal \$56,170.00.

### **NEW BUSINESS**

Mr. Roth made a motion to advertise the intent to appoint a Certified Public Accountant to perform the 2023 annual audit in place of elected auditors, seconded by Mr. Foust. **Vote in favor was unanimous. 5-0.**

Solicitor Burke is reviewing the Intermunicipal Agreement with Taylor Township regarding the combined grant application. Potter Township's project is the rehabilitation and replacement of Lake Road Bridge. The resolution for this project is tabled until a future meeting.

### **EXECUTIVE SESSION**

Mr. Decker made a motion to recess the meeting at 9:15 p.m. to begin an Executive Session regarding personnel matters. Mr. Roth 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 County Farmland Preservation Program – Inspections and Report

### **ADJOURNMENT:**

Mr. Foust made a motion to adjourn the regular meeting at 9:35 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