

POTTER TOWNSHIP BOARD OF SUPERVISORS

MEETING MINUTES

December 18, 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
Jerry Stover, Zoning Officer
John Bee, Solicitor

CALL TO ORDER:

Chair Decker called to order the December 18, 2023 Business Meeting of the Potter Township Board of Supervisors at 7:00 PM, followed by the Pledge of Allegiance.

PUBLIC COMMENT

None

PUBLIC HEARING

At 7:12 pm Chair Decker recessed the regular and the record for the hearing for ordinance amendment/map change was opened. This is an application of *Request for Amendment to Zoning Map submitted by Lane G. & John R. Snedden Joint ETAL.*

- The Solicitor asked, and Zoning Officer Gerald Stover confirmed, that notice had been published, posted and mailed, including to the applicant and planning representatives. The Solicitor noted that there was proof of publication in the CDT, notice by posting, and mailing and that the applicant's representative was present;
- There were no objections or concerns raised regarding the notice provided;
- The Solicitor asked the applicant's representative, Mark Torretti, Engineer from PennTerra, to present the basis for the applicant's request for the amendment;
- The applicant's representative, Mr. Torretti, presented that a significant portion of the applicant's property is already zoned commercial, but the other half was not, and the applicant desired for the entire property to have a uniform zoning classification as commercial;
- The Solicitor asked whether the Board of Supervisors had any questions for the Applicant's representative, Mr. Torretti. The Board had no questions;
- The Solicitor asked whether any members of the public in attendance had any statements they would like to offer in support of, or in opposition to, the proposed amendment;
- One gentleman asked a question, but offered no affirmative statements in support or opposition;
- No objections to the requested amendment were heard;
- The Solicitor asked whether there was planning representation present;

- A Planning Commission member, Mike Troyan, announced his presence and that Planning had looked at the application for proposed amendment previously and did not have any issues or concerns with respect to what was being requested;
- A Supervisor Tanis noted that he had been under the impression that the property had been zoned commercial the whole time;
- Hearing no other comments or questions, the Board entertained a vote to amend the Ordinance and map, consistent with the applicant's request, which passed unanimously; **Vote in favor was unanimous. 4-0.**
- The Board then closed the record and re-opened the regular meeting.

CONSENT AGENDA

Mr. Tanis made a motion to approve the minutes of the December 4, 2023, business meeting, payment vouchers and Financial Report for November 2023. Mr. Foust seconded the motion. **All motions for Consent Agenda items were carried unanimously.**

COMMITTEE REPORT

- A. Planning Commission
 - Meeting on December 12, 2023 was cancelled due to lack of quorum.
- B. Parks and Recreation
 - The first electronic newsletter is available to the public.
 - Breakfast with Santa co-hosted with Centre Hall Fire Company served approximately 300 people.
- C. 250th Celebration Committee
 - Committee meetings are scheduled for the last Wednesday of month (Jan thru May 2024)

SOLICITOR REPORT

None

STAFF REPORTS

Public Works Superintendent –

- No new report

Secretary / Treasurer –

- Numerous complaints have been received regarding cut trees and brush left alongside the road by Black Bear Fiber. Mr. Roth will discuss these concerns on Dogtown Road with the business owners.

OLD BUSINESS

Resolution #R-2023-16 adopting the 2024 Budget was presented for approval. Mr. Tanis made a motion in favor of Resolution #R-2023-16 adopting the 2024 Budget as advertised. Second by Mr. Foust. **Vote in favor was unanimous. 4-0.**

RESOLUTION # R-2023-16

A RESOLUTION OF THE TOWNSHIP OF POTTER, CENTRE COUNTY, ADOPTING THE 2024 BUDGET

WHEREAS, Potter Township is a Township of the Second Class, and;

WHEREAS, the Township is required by the Second Class Township Code to adopt a budget before the end of the year, and;

WHEREAS, a proposed budget was adopted on November 20, 2023; the proposed budget was advertised; and a public hearing was held on December 18, 2023;

NOW, THEREFORE, BE IT RESOLVED that Potter Township Board of Supervisors hereby adopts a Budget for the year 2024. Additional budget detail is provided in the 2024 Budget document made a part hereof by reference.

The 2024 meeting dates for all Authorities, Boards and Commissions were reviewed. The dates were approved. Mr. Roth offered a motion to approve the meeting dates and advertise said dates following the Second Class Township Code advertising requirements. Second by Mr. Tanis. **Vote in favor unanimous. 4-0.**

Board of Supervisors – Jan. 2nd (re-organization) & Jan. 15; Feb. 5 & 19; March 4 & 18; April 1 & 24; May 6 & 20; June 3 & 17; July 1 & 15; Aug. 5; Sept. 3 & 16; Oct. 7, 16 & 21; Nov. 6 & 18; Dec. 2 & 16

Planning Commission - Jan. 9 & 23; Feb. 13 & 27; Mar. 12 & 26; Apr. 9 & 30; May 14 & 28; Jun. 11 & 25; July 9 & 23; Aug. 13; Sept. 10 & 24; Oct. 8 & 22; Nov. 12 & 26; Dec. 10

Parks & Recreation Board – Jan. 8; Feb. 12; Mar. 11; Apr. 8; May 13; Jun. 10; Jul. 8; Aug. 12; Sept. 9; Oct. 14; Nov. 11; Dec. 9.

Elected Auditors – Jan. 3rd (re-organization)

Zoning Hearing Board – Jan. 11th (re-organization)

The proposed 2024 Fee Schedule was reviewed for any additional changes in preparation of adoption at the Re-Organization Meeting on January 2, 2024. Mr. Tanis proposes an increase in rental fees of the baseball fields at the Potter Athletic Complex. No additional changes were brought forth.

NEW BUSINESS

Mr. Roth made a motion to approve for the Secretary/Treasurer to pay all invoices due through January 2, 2024. Motion was seconded by Mr. Tanis. **Vote in favor was unanimous. 4-0**

Mr. Tanis made a motion to conduct all business and continue all appointments through January 2, 2024 reorganization meeting. Seconded by Mr. Roth. **Vote in favor was unanimous. 4-0**

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

- Centre Hall Fire Company– Meeting Minutes – November 14, 2023
- Centre Hall-Potter Sewer Authority – Meeting Minutes – November 8, 2023

ADJOURNMENT:

Mr. Tanis made a motion to adjourn the regular meeting at 7:35 pm. Motion seconded by Mr. Roth. **Vote in favor was unanimous.**

Respectfully submitted,

Lisa A. Kroner

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