

**POTTER TOWNSHIP  
PLANNING COMMISSION  
MEETING MINUTES  
September 26, 2023, ■ 7:00 PM**

**CALL TO ORDER**

The Potter Township Planning Commission meeting was called to order by Chair Mike Troyan at 7:00 PM.

**ATTENDANCE**

Scott Floray	X
Mike Troyan	X
Glenn Roth	X
Ryan Newman	X
Dave Henning	X
Linda Marshall	X
Melissa Hamsher	X

Staff in Attendance: None

Public in Attendance: Michael MacNamara, Keller Engineers

**PUBLIC COMMENT**

There was no public comment.

**APPROVAL OF MEETING MINUTES**

Mr. Troyan asked for approval of the September 12, 2023, meeting notes. Mr. Floray moved to approve the meeting notes. Mr. Newman seconded the motion. The motion carried. Messrs. Roth and Troyan did not vote since they were not present at the meeting.

**SUPERVISOR'S REPORT**

Mr. Roth informed the Commission that the Board of Supervisors was considering the following:

- Penns Valley EMS Agreement.

Mr. Roth indicated the basis of the Agreement is who pays for what costs. He added that the Potter Township Solicitor reviewed the document and made changes that are now being considered by the other Penns Valley municipalities. Mr. Roth indicated that his preference would be to have an automatic renewal provision in the Agreement.

- Fire Alarm Ordinance

The Board of Supervisors is considering the ordinance in response to false alarms that are creating a burden for the Fire Company. The draft ordinance is being reviewed by the Fire Company.

Provisions in the ordinance include a maximum fine of \$300 per incident as well as a grace period of three incidents per year.

- CAT/Front-End Loader to replace the loader currently owned and used by the Public Works crew.

- Potter Township Athletic Complex baseball fields are being leased by the Penn State Baseball Team.

- The Board will begin the Township's 2024 Budget at its next meeting.

**CORRESPONDENCE**

Mr. Troyan brought correspondence received to the Commission's attention. No action was needed.

**OLD BUSINESS**

Mr. MacNamara reviewed the land development plan for Transducer Works by covering the access, parking, loading areas, highway occupancy and stormwater management. No issues were noted.

Mr. MacNamara stated that Keller Engineering is waiting for the Township Engineer to make a determination on the intersection of Homan Avenue and SR 45, making certain that the intersection can accommodate truck turning movements. He explained that they brought in a tractor trailer to turn onto Homan Avenue and then into the proposed site to see if there were any movement issues. There were none.

As of the meeting, Mr. MacNamara only had one half of the permits approved.

With no further discussion and having seen the plan at a previous meeting, Mr. Roth moved to give Conditional Approval to the Plan. Ms. Hamsher seconded the motion. The motion passed.

A discussion occurred on the Board of Supervisors request for the Commission to investigate ways to improve gravel roads served by residential development. The discussion included information on options provided by the Pennsylvania Association of Township Supervisors (PSATS). The Commission agreed to continue discussion on this matter at its next meeting.

The discussion on gravel roads was followed by a conversation on local parks and residential development in the Township.

**NEW BUSINESS**

There was no new business to consider.

**ADJOURNMENT**

There being no further business before the Planning Commission, Ms. Marshall moved to adjourn the meeting and seconded by Mr. Floray. The motion was approved unanimously. Vice Chair Dave Henning adjourned the meeting at 8:37 PM.

Respectfully Submitted:

*Linda Marshall*

Interim Secretary