



**POTTER TOWNSHIP BOARD OF  
SUPERVISORS**  
**February 5, 2024 – 7:00 P.M.**  
**Agenda**

[www.pottertownship.org](http://www.pottertownship.org)

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**I. CALL TO ORDER**

The Chairman will lead the Pledge of Allegiance

**II. PUBLIC COMMENTS**

Members of the public are invited to comment on any items not on the agenda (five minutes per person time limit, please). Comments relating to specific items on the agenda should be deferred until that point in the meeting.

**III. CONSENT AGENDA**

(One motion with modifications, if applicable, approves for action, all items contained within the Consent Agenda)

- Minutes of the January 15, 2024 regular meeting
- Payment Vouchers

**IV. COMMITTEE REPORTS**

Board members should report on the meeting(s) of the committee(s) on which they serve, including:

- Planning Commission
  - Road Infrastructure Presentation
  - New Member Appointment
- Tri-Municipal Park Board
- Penns Valley Regional Planning Commission
- 250<sup>th</sup> Committee – Heritage Day Festival

**V. SOLICITOR REPORT**

- Delinquent Sewer & Water Accounts
- Online Banking Access Request
- Contracts for Uniform Construction Code Services (UCC)

**VI. STAFF REPORTS**

- Public Works Superintendent
  - Water Treatment Quote for Township Facility
- Secretary / Treasurer
- Zoning Officer

**VII. OLD BUSINESS**

- 2024 Budget Approval – *Resolution 2024-04*
- Proposal & Contract for Aggregates – Approval and Award
- State College Area Connector Letter – Position of Board of Supervisors
- Zoning Hearing Board Member Appointment
- Vacancy Board Member Appointment

- Lake Road Bridge Project Financing
- Potter Athletic Complex Lease

**VIII. NEW BUSINESS**

- Pennwoods View - Sewage Facilities Planning Module- *Resolution 2024-05*
- Request for Refund and Ownership of Sponsorship Banner – Loesch Construction
- Potter Run Park 2024 Mowing Quote
- 2024 Grange Fair Traffic Control
- Riff Raff Date Selection
- Cintas Agreement
- Back to Basics – Township Maintenance Tasks
- Road Infrastructure Discussion
- Township IT Security
- Internet Costs and Changes
- Supervisors Email Migration
- Township Physical Security – Doors/Locks/Cameras
- Quickbooks Migration – Timecards & Payroll
- Employee Handbook Discussion

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

**X. ADJOURNMENT**

**CALENDAR ITEMS**

**February 2024**

Monday, 12 <sup>th</sup>	Parks & Recreation Board Meeting – 7:00 P.M.
Tuesday, 13 <sup>th</sup>	Planning Commission Meeting – 7:00 P.M.
Wednesday, 14 <sup>th</sup>	Centre Hall-Potter Sewer Authority Meeting – 7:00 P.M.
Monday, 19 <sup>th</sup>	Board of Supervisors Regular Meeting – 7:00 P.M.
Tuesday, 20 <sup>th</sup>	Tri-Municipal Park, Inc. – 7:00 P.M.
Tuesday, 27 <sup>th</sup>	Planning Commission Meeting – 7:00 P.M.