

# POTTER TOWNSHIP BOARD OF SUPERVISORS

## MEETING MINUTES

**APRIL 1, 2024**

**124 Short Road, Spring Mills, Pennsylvania**

### ATTENDED BY:

#### BOARD:

Glenn Roth, Chair  
Ryan Newman, Vice-Chair  
Scott Floray  
Jacob Tanis  
Dick Decker

#### STAFF:

David Boliek, Public Works Superintendent  
Lisa Kroner, Secretary/Treasurer  
Sue Mazza, Data Entry  
John Bee, Solicitor

**ATTENDEES:** Mike Troyan, Amber Hubert, Nick Millard, Amy Lake, Steve Morgan, Jonathan Stube

### CALL TO ORDER

Chair Roth called to order the Monday, April 1, 2024, Business Meeting of the Potter Township Board of Supervisors at 7:00 PM, followed by the Pledge of Allegiance.

### PUBLIC COMMENT

Mark Ralston presented the Board with a draft letter to the residents of the Country Club Park development conveying the water supply history in the development. Mr. Newman motioned to request a review of the letter by Solicitor Bee and to work jointly for clarity in the document. Mr. Decker seconded the motion. **Vote in favor was unanimous. 5-0**

### CONSENT AGENDA

Mr. Newman made a motion to approve the minutes of the March 18, 2024 Business Meeting and payment vouchers. Motion seconded by Mr. Floray. **All motions for Consent Agenda items were carried unanimously.**

### COMMITTEE REPORTS

#### A. Planning Commission

- Reviewing zoning districts with consideration of preserved land

#### B. Penns Prairie Park

- Reevaluating cell tower lease agreement with Verizon. The Township Solicitor will review contract wording for a new agreement.

#### C. Penns Valley Regional Planning Commission

- Mr. Floray reported the Centre County MPO is collecting crash data for a transportation study of Penns Valley. Data includes bicycle, pedestrian, and buggy crashes, etc. Residents are asked to complete a survey card available on their website.

D. 250<sup>th</sup> Heritage Day Committee

- Amber Hubert updated the board with the current plans for the 250<sup>th</sup> Heritage Day Celebration. Happy Valley Adventure Bureau will provide contacts for prizes and sponsorships. Mr. Tanis asked Mrs. Hubert if she had an office in the township. The answer was no.

E. Parks and Recreation

- Nick Millard presented information on DCNR's sales of cord wood. He proposed offering a wood harvesting permit for cord wood at The Woodlands.

**SOLICITOR REPORT**

Solicitor Bee produced a final lease agreement with United Baseball for the Potter Athletic Complex. The lease will be given back to United Baseball for their final review. Mr. Floray made a motion to approve for Mr. Newman to sign the Lease Agreement pending no additional changes from United Baseball. Motion seconded by Mr. Tanis. **Vote in favor was unanimous. 5-0.**

**STAFF REPORTS**

*Public Works Superintendent –*

- Mr. Boliek inquired about the decision on propane purchases. Item tabled until April 24, 2024 meeting.
- A new modem for Bloom Road has been ordered and the remote access will be corrected
- The Department of Agriculture has grants available for sewer plants
- The generator at Bloom Road will be monitored and a plan going forward was made.
- Mr. Roth signed the letter of commitment with JSSB as part of the Lake Road Bridge project loan documents
- A PIB (Pennsylvania Infrastructure Bank) loan for the Lower Georges Valley Road project is being pursued. The Liquid Fuels allocation will be used as collateral. The loan is 3.75% interest for a 10 year term.

*Secretary/Treasurer –*

- The office will be closed on April 15<sup>th</sup> & April 16<sup>th</sup> to attend the PSATS Conference.
- Election Day is Tuesday, April 23, 2024
- The next meeting of the Board of Supervisors will be Wednesday, April 24, 2024 due to scheduling conflicts with the PSATS conference and Election Day.

**OLD BUSINESS**

Mr. Roth discussed the letter written by Mr. Decker regarding the State College Area Connector project. Mr. Roth does not wish to commit to Park & Ride or EV Charging Station services. These items will be removed from the letter before submitting to PennDOT.

Mr. Roth discussed the installation of cameras and cost estimates. An estimate from Mains Technology for nine (9) internet based cameras is \$10,807.00. He also voiced concern about the internet being overloaded with the cameras pumping out video all day long. Mr. Newman reiterated his view about the need for the cameras and the new locks for safety of the equipment and employees. Mr. Tanis suggested adding cameras at each of the wells. Mr. Troyan suggested cameras at Penns Prairie Park. Mr. Roth suggested that before the next meeting Mr. Boliek start looking for security grants.

Mr. Floray and Mr. Roth met with Black Bear Fiber to discuss internet service. A resident filed a complaint about the installation of fiberoptic line being done by Black Bear and the damage to her property that was never fixed.

The contract for zoning services with Penns Valley Code has not been finalized. Mr. Floray offered a motion to execute the agreement after the Solicitor makes revisions as long as the agreement is suitable to Penns Valley Code. Motion seconded by Mr. Newman. **Vote in favor was unanimous. 5-0.**

Mr. Boliek will serve as the interim Zoning Officer.

Chair Roth spoke with Happy Valley Adventure Bureau about the Rt 45 Agricultural Heritage Corridor Project. He is awaiting more information from the consultant.

A final proposed ordinance regarding collection of fees & costs was offered by Solicitor Bee. After review by the Board, Mr. Newman motioned to approve the advertising for adoption of the proposed ordinance during the public meeting on April 24, 2024. Motion seconded by Mr. Tanis. **Vote in favor was unanimous. 5-0.**

An opportunity for discussion on the PSATS 2024 Proposed Bylaws Changes, Nominations Report, and Resolutions was offered. No comments or input were brought forward by the Board. The voting delegate, Lisa Kroner, will represent Potter Township at the business session during the annual conference.

#### **NEW BUSINESS**

A first quarter 2024 budget report will be provided to the Board of Supervisors for review before the April 24, 2024 meeting.

#### **BOARD / STAFF OTHER MATTERS**

#### **EXECUTIVE SESSION**

Mr. Roth made a motion to recess the meeting at 9:00 p.m. to begin an Executive Session regarding personnel matters. Mr. Newman seconded the motion. Mr. Roth closed the Executive Session at 9:40 p.m. to return to the Business Meeting.

No decisions were made during the Executive Session.

#### **ADJOURNMENT:**

Mr. Newman made a motion to adjourn the regular meeting at 9:45 p.m. Motion seconded by Mr. Tanis. **Vote in in favor was unanimous.**

Respectfully submitted,

*Lisa A. Kroner*

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