

POTTER TOWNSHIP BOARD OF SUPERVISORS
MEETING MINUTES
May 6, 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
Sue Mazza, Data Entry
John Bee, Solicitor
Hannah Dillard, Solicitor

ATTENDEES: Amy Lake, Bonnie Treaster, Mike Troyan

CALL TO ORDER

Chair Roth called to order the Monday, May 6, 2024, Business meeting of the Potter Township Board of Supervisors at 7:00 PM, followed by the Pledge of Allegiance.

PUBLIC COMMENT

Bonnie Treaster, a resident of Potter Township, explained to the Board that she received a notice for a sewage inspection due this year. She is experiencing hardship and will not be able to pay for it. Mr. Roth informed her that the board will discuss this situation in an executive session to find out what they are permitted to do.

CONSENT AGENDA

Mr. Newman made a motion to approve the minutes of the April 24,2024 business meeting and payment vouchers. Mr. Tanis seconded the motion. All motions for Consent Agenda items were carried unanimously.

COMMITTEE REPORTS

- A. Planning Commission
 - Mr. Troyan mentioned that the Verizon cell tower lease has Gregg Township listed as a party to the lease. Solicitor John Miller will assist with removing Gregg Township from the agreement and obtain an original document.
- B. Penns Prairie Park –
 - The construction of the pavilion has been delayed due to some changes that need to be made. They plan to break ground in the next few weeks. The playground equipment will be delivered to the township building.
- C. 250th Committee – No report

SOLICITOR REPORT

- Work continues on the Treaster Kettle Road right-of-way issue.

STAFF REPORTS

Public Works Superintendent –

- There is a pump failure at Country Club Park. The quote for a new pump is \$2,000.00 for a new pump.
- Mr. Roth asked about the tree trimming on Treaster Kettle Road. The task will be getting to it in the next week or two.
- Mr. Roth reported on the road assessment list from Lucas Parkes. He is making a list of roads and prioritizing them according to need. Mr. Parkes will be at the next meeting to present his findings.
- Mr. Troyan gave a shout out to David and his crew for the nice job digging holes at Penns Prairie Park.
- Mr. Troyan also mentioned that high school students will be helping to take care of the PAC fields.
- Mr. Tanis asked Mr. Boliek what the roller was doing on Strawberry Hill Road. Mr. Boliek informed him that they are preparing for the tar and chip project. The roller will be used for a month or two.
- Mr. Boliek mentioned that the invoices for the preliminary work for Lower Georges Valley Road need to be paid. Money will need to be moved from the general fund to pay these invoices. Mr. Newman motioned to approve the transfer of money. Mr. Floray seconded the Motion. **Vote in favor was unanimous. 5-0.**
- Mr. Roth inquired about the guard rail system.

Secretary/Treasurer –

- No report.

OLD BUSINESS

- Mr. Roth asked Mr. Boliek if he had a chance to work on an intergovernmental agreement. Mr. Boliek informed him that he has not yet met with the other municipalities.
- Mr. Roth will send the letter Mr. Ralston wrote pertaining to Country Club Park. Country Club Park is always coming up with issues. The question was raised whether the Board should compel the residents take control of their roads. Mr. Roth will need a letter/agreement about what will be taken care of by the Township and what will be taken care of by the residents. Currently, the township has zero maintenance on the streets of Country Club Park.

NEW BUSINESS

- The Horizon at Brush Valley is beginning the planning for Phase II. Mr. Newman mentioned that there are issues with the sidewalk. Mr. Roth mentioned that there is an issue with the retention pond pipe.
- Mr. Tanis questioned if the Fees In-Lieu of Parkland Dedication for Phase II of The Horizon haven been paid.
- Penns Woods approval of road names. Mr. Decker motioned to approve the name change of Merritts Lane and Mr. Tanis seconded. **Vote in favor was unanimous. 5-0**
- Mr. Floray presented an Administration Day thank you letter from Penn Township to the secretaries of Potter, Gregg, Millheim and Haines Township in recognition of work well done.
- EMS council letter to declare the week of May 19 – 25, 2024 EMS week. Mr. Tanis motioned to approve the selected week and Mr. Newman seconded. **Vote in favor was unanimous. 5-0**
- All zoning calls are now being forwarded to the Penns Valley Code Enforcement Office.
- Mr. Decker invited the board members to come to the Heritage Day Festival on June 8 and be ready to say a few words. They agreed to be present.

EXECUTIVE SESSION

Mr. Roth made a motion to recess the meeting at 8:35p.m. to begin an Executive Session regarding legal matters. Mr. Newman seconded the motion. Mr. Roth closed the Executive Session at 8:45 p.m. to return to the Business Meeting.

No decisions were made during the Executive Session.

BOARD / STAFF OTHER MATTERS

ADJOURNMENT:

Mr. Tanis made a motion to adjourn the Business Meeting at 8:50 p.m. Motion seconded by Mr. Decker. **Vote in favor was unanimous.**

Respectfully submitted,

Sue Mazza

Sue Mazza, Data Entry Clerk
Potter Township Board of Supervisors