



**POTTER TOWNSHIP BOARD OF  
SUPERVISORS**  
**August 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. SPECIAL PRESENTATIONS**

- Preliminary Layout for Wawa at Old Fort – Penn Terra Engineering
- Route 45 Scenic Byway Designation – Happy Valley Adventure Bureau
- GSS Tax Bill Processing – Wendy Nolf, Tax Collector

**IV. CONSENT AGENDA**

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

- Minutes of the July 15, 2024 Business meeting
- Payment Vouchers

**V. COMMITTEE REPORTS**

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

- Planning Commission
- Penns Prairie
- Spring Creek Watershed Commission

**VI. SOLICITOR REPORT**

**VII. STAFF REPORTS**

- Public Works Superintendent
  - Lake Road Bridge Construction Schedule
- Secretary / Treasurer
  - 2024 Second Quarter Right-to-Know Request Report
  - Savvy Citizen Comprehensive Notification System Information Presentation
  - 2024 Newsletter Publication – Discussion
  - 2023 DCED Audit & Financial Report – Baker Tilly, CPA

**VIII. OLD BUSINESS**

- Camera Installation Update
- Quickbooks Migration Update

**IX. NEW BUSINESS**

- Zoning Report – July 2024
- Transient Short-Term Rentals – Discussion
- Mini Excavator Purchase – Bid Packet Preparation
- Phosphate Nutrient Credit Purchase Agreement
- Healthcare Plan Policy Renewal

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

- Centre Hall Fire Company – June 11, 2024 Meeting Minutes

**XI. ADJOURNMENT**

**CALENDAR ITEMS**

**August 2024**

Monday 12 <sup>th</sup>	<i>OFFICE CLOSED 8am – 2pm</i>
Monday, 12 <sup>th</sup>	Parks & Recreation Board Meeting – 7:00 P.M.
Tuesday, 13 <sup>th</sup>	<i>OFFICE CLOSED 8am – 2pm</i>
Tuesday, 13 <sup>th</sup>	Planning Commission Meeting – 7:00 P.M.
Wednesday, 14 <sup>th</sup>	<i>OFFICE CLOSED 8am – 2pm</i>
Wednesday, 14 <sup>th</sup>	Centre Hall-Potter Sewer Authority Meeting – 7:00 P.M.
Thursday, 15 <sup>th</sup>	State College Area Connector Project - 4:00 – 8:00 P.M. Mt. Nittany Middle School
Tuesday, 20 <sup>th</sup>	Penns Prairie Park Board – 7:00 P.M.
Friday, 30 <sup>th</sup>	<i>OFFICE CLOSED 8am – 2pm</i>

**September 2024**

Monday, 2 <sup>nd</sup>	<i>OFFICE CLOSED – LABOR DAY</i>
Tuesday, 3 <sup>rd</sup>	Board of Supervisors Business Meeting – 7:00 P.M.
Monday, 9 <sup>th</sup>	Parks & Recreation Board Meeting – 7:00 P.M.
Tuesday, 10 <sup>th</sup>	Planning Commission Meeting – 7:00 P.M.
Wednesday, 11 <sup>th</sup>	Centre Hall-Potter Sewer Authority Meeting – 7:00 P.M.
Monday, 16 <sup>th</sup>	Board of Supervisors Business Meeting – 7:00 P.M.
Tuesday, 17 <sup>th</sup>	Penns Prairie Park Board – 7:00 P.M.
Wednesday, 18 <sup>th</sup>	Spring Creek Watershed Commission – 7:00 P.M.
Tuesday, 24 <sup>th</sup>	Planning Commission Meeting – 7:00 P.M.
Tuesday, 24 <sup>th</sup>	Penns Valley Regional Planning Commission Meeting – 7:00 P.M.