

# POTTER TOWNSHIP BOARD OF SUPERVISORS

## MEETING MINUTES

July 15, 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  
Hannah Dillard, Solicitor

ATTENDEES: Georgie Bennett

### CALL TO ORDER

Chair Roth called to order the Monday, July 15, 2024, Business Meeting of the Potter Township Board of Supervisors at 7:00 PM, followed by the Pledge of Allegiance.

### PUBLIC COMMENT

Georgie Bennett asked questions regarding the sewer facilities and water wells owned by Potter Township. Ms. Bennett also asked why Potter Township is thinking about purchasing new road equipment when she and other residents signed a petition against the purchase of new equipment a few months back. Ms. Bennett asked why Potter Township has two lawyers at every meeting. Mr. Roth and Mr. Newman answered her questions.

### CONSENT AGENDA

Mr. Tanis made a motion to approve the minutes of the July 1, 2024 Business Meeting, payment vouchers and June 2024 Financial Report. Motion seconded by Mr. Decker. All motions for Consent Agenda items were carried unanimously.

### COMMITTEE REPORTS

- A. Planning Commission – No new report.
- B. Parks & Recreation Board – No report.
- C. Penns Valley EMS
  - PVEMS has requested the dollar amount of ½ mil in taxes. Ms. Kroner stated that ½ mil is \$56,170.00.
  - They are looking for demos of a new ambulance because theirs is 13 years old. A fund drive has started for the purchase of a new ambulance.
  - A new automatic CPR device has been purchased.

#### D. Centre Hall Fire Company

- The new aerial truck has arrived. Training on the new truck has commenced and it should be ready to use in the next few months.

#### **SOLICITOR REPORT**

Solicitor Bee mentioned that a notice for the Administrative Enforcement Zoning Hearing Amendment to the ordinance needs to be created.

Mr. Tanis and Mr. Decker began a discussion on how to cut down the solicitor expenses. They questioned why two solicitors are needed and specific detailed items in the billing such as travel time. Solicitor Bee informed the board that it was stated in their engagement letter that they would charge for travel time. Solicitor Bee mentioned that he would be happy to provide whatever the Board would need or want from them going forward.

Mr. Tanis and Mr. Decker questioned why the solicitors are attending both meetings when in the past the Solicitor attended only one monthly meeting. Mr. Roth mentioned that he requested the Solicitor attend both meetings over the past few months because there were many items that needed legal advice. Mr. Newman stated that people are more likely to file lawsuits in these times and obtaining legal advice is the best way to avoid lawsuits. Mr. Tanis disagreed and then asked resident, Georgie Bennett, if she ever thought about suing the Township. Mr. Decker asked when the decision to have them come to every meeting was made. Mr. Roth said that the decision was made by the board. Mr. Decker said he was not aware of any discussion about this decision. Mr. Roth mentioned that it was a board decision to which Mr. Decker disagreed.

Mr. Decker contended that the solicitors are learning on the job and should be more aware of township law and provide answers without researching. Mr. Roth proposed advertising for another solicitor and Mr. Decker agreed only if all 5 board members are making the decision and not just 2. Mr. Decker did not understand why the solicitor substitutions were put in place to begin with. Mr. Decker suggested that the solicitor attend only one meeting and have them stay only as long as they are needed and then leave the meeting.

Mr. Tanis asked about the Luse and Burke hearings for zoning map changes. Mr. Newman said that it is in process and making sure that everything is advertised correctly.

Solicitor Dillard updated the board on Treaster Kettle Road. Attorney Joe Green reported that his client supports any effort to dedicate the road as a township road.

#### **STAFF REPORTS**

##### *Public Works Superintendent –*

- Tree trimming on Treaster Kettle Road has commenced and should be completed by the end of the week.
- The Lake Road Bridge project start date has been tentatively pushed back to August 1, 2024 with a completion date of October 1, 2024. Mr. Boliek will contact Northrock Construction to obtain a hard start date and encourage completion before the new school year begins.
- Environmental studies continue for the Lower Georges Valley Road Bridge project. The bridge crosses a Class III trout stream. Replacement of the bridge is planned for 2025.
- The Chevy Colorado's transmission & clutch will need repaired and the estimated cost is \$4,500. Mr. Newman would like Mr. Boliek to reach out to Bill Shreffler to see if he can repair it and get an estimate.

- Mr. Boliek inquired about the board’s decision on repairs to the loader. Mr. Tanis received a “not to exceed” estimate of \$1,000.00 from DJS Welding. Mr. Decker made a motion to approve the repairs and Mr. Tanis seconded. All motions were carried unanimously. **Vote in favor. 5-0**
- Bid packets will be prepared for the purchase of a mini excavator. The Board will review before the request for bids is published.

*Secretary/Treasurer –*

- Baker Tilly completed their in-house audit and the final will be ready by the August 5<sup>th</sup> meeting.

**OLD BUSINESS**

Mr. Tanis requested Ms. Kroner to provide a list of committee members to contact for a possible meeting of the Well Head Protection Committee the week of Aug. 26<sup>th</sup>. An email will then be sent to members to see what works for them and the meeting information will be advertised.

Mr. Tanis questioned where things stand with the installation of cameras and implementation of time clocks. Mr. Roth reported that three cameras have been installed in the main office building. Time clocks have not been started at this time.

**THE HORIZON PHASE 2 –**

John Sepp, from Penn Terra, sought approval for the Horizon Phase 2 plans. Engineer Don Franson has reviewed and approved the plans, and they are waiting for stormwater. Approval has been obtained for the sewer and by the zoning agency. Mr. Sepp is requesting approval of the board to commence construction of Phase 2.

The Board discussed the proposal in terms of proposed parkland dedication or fees in-lieu-of, or a combination thereof, per the Parkland Dedication Ordinance for The Horizon Phase 2. Mr. Floray made a motion to accept Fee In-Lieu-Of Parkland Dedication for the thirty-nine (39) new lots being created. Motion seconded by Mr. Newman. A vote was taken to accept thirty-seven (37) Fees In-Lieu-of Parkland Dedication for this phase. **Vote in favor was unanimous 5-0.**

Vote:

- |                |     |                 |     |
|----------------|-----|-----------------|-----|
| ▪ Dick Decker  | Yes | Jacob Tanis III | Yes |
| ▪ Scott Floray | Yes | Glenn Roth      | Yes |
| ▪ Ryan Newman  | Yes |                 |     |

**NEW BUSINESS**

The June Zoning Report submitted by Penns Valley Code Enforcement was reviewed. No comments were provided.

The 2nd quarter Budget was presented for review and discussion.

Mr. Roth suggested that a list be created of items to review for next year. He is interested in aligning the Township with other municipalities in the area of commercial zoning fees and such.

Mr. Decker noted that the NPDES Permit for Country Club Park Sewer expires in March 2025. He asked the board if they want Century Engineering to renew the permit. Mr. Tanis made a motion to have Century Engineering complete the NPDES Permit. Mr. Newman seconded. **Vote in favor was unanimous. 5-0**

Work is continuing at the Country Club Park sewer plant, and there will be a couple thousand dollars in pipes and fittings but nothing major.

Mr. Decker mentioned that there will be a meeting in August about the 322 State College Connector Project for the municipalities and one for the general public.

**BOARD / STAFF OTHER MATTERS**

Centre Hall-Potter Sewer Authority Meeting Minutes – June 12, 2024

**ADJOURNMENT:**

Mr. Newman made a motion to adjourn the Business Meeting at 8:39 p.m. Mr. Tanis seconded. **The vote in favor was unanimous.**

Respectfully submitted,

*Lisa A. Kroner*

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