

POTTER TOWNSHIP BOARD OF SUPERVISORS
MEETING MINUTES
October 7, 2024
124 Short Road, Spring Mills, Pennsylvania

ATTENDED BY:

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

STAFF: David Boliek, Public Works Superintendent
Lisa Kroner, Secretary/Treasurer
Sue Mazza, Data Entry Clerk
Hannah Dillard, Solicitor

ATTENDEES: Tibben Zerby, Mike Troyan, Collin Leidy, Philip Leidy

CALL TO ORDER

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

PUBLIC COMMENT

None

SPECIAL PRESENTATION

Tibben Zerby, Engineer for Century Engineering, presented the final land development plan for LandPro. Mr. Decker motioned to approve signing the final land development plan for LandPro. Mr. Newman seconded. All motions for the LandPro Final Land Development Plan were carried unanimously.

CONSENT AGENDA

Mr. Tanis made a motion to approve the minutes of the September 16, 2024 meeting. Mr. Decker seconded the motion. All motions for Consent Agenda items were carried unanimously. No payment vouchers were presented for approval.

COMMITTEE REPORTS

- A. Planning Commission
- Discussion on the sidewalk ordinance continues.
 - The Commission agreed that according to the wording in the zoning ordinance chickens are permitted. Mr. Newman feels there needs to be limits set on the number of chickens a resident can own and they need to be kept contained. Mr. Roth suggested that the ordinance become tightened up for residential areas.
- B. Penns Prairie Park –

- The fields are being heavily used for football and soccer. The disc golf course is highly used and there are a few tournaments a year that bring in about 60-70 people.
 - Several Scout projects are complete. A Boy Scout is currently doing a picnic table project.
 - The Story Walk has been widely used by kids as well as parents.
 - There have been many people contributing benches and trees.
 - Proposed budget for 2025 was presented & new projects underway such as pavilion and trails.
- C. Penns Valley Regional Planning Commission
- No report.
- D. Spring Creek Watershed Commission–
- No report.

SOLICITOR REPORT

Attorney Joe Green continues to obtain signatures of the landowners on Treaster Kettle Road.

STAFF REPORTS

Public Works Superintendent –

- Chair Roth requested a cost sheet with key dates be created to track the cost & timeline of events for the Lower Georges Valley Road Bridge Project.
- Chair Roth, Mr. Decker and Mr. Boliek met with Lucas Parkes, from The EADS Group, to review the list of the up-and-coming road repairs. Chair Roth informed the Board of the target of roads to be repaired through 2026.
- There are approximately 20 stumps to grind as a result of the tree trimming. A quote was obtained State College Lawn Care for \$955.00. Chair Roth suggested acquiring another quote.
- A list of all mileage and hours for all vehicles was produced and reviewed.
- There was dialogue about vehicle repairs. It was requested that phone quotes be obtained for spring repair on a truck. Mr. Tanis made a motion to use someone else first before taking any of our vehicles to Ascendance Truck Centre (Noerr's). There was no motion to second. Mr. Roth then made a motion to obtain quotes from various shops before just sending equipment to Ascendance (Noerr's) for repair.
- Mr. Tanis inquired if Mr. Boliek ordered the forks for the new backhoe. Mr. Boliek informed everyone that the machine was just delivered on Friday and Messick's needs to obtain measurements before ordering the parts. Mr. Tanis stated that he met with Messick's here this morning for them to take measurements and obtained a written quote, which he shared with Chair Roth. No other Board members or Mr. Boliek were informed of the meeting or quote. Mr. Decker emphasized that this was not handled in the appropriate manner and that Mr. Boliek runs the daily operation at the township was not included in the meeting or receiving the quote. The staff was hired to do a job and they should be performing their jobs without Board interference. Mr. Roth will be forwarding all the quotes and emails over to Mr. Boliek and will include him in the conversation going forward

Secretary/Treasurer –

- Dulcie Hollobaugh, Township EMC, has provided notification that she would like to step down as EMC at the end of the year. The Board will seek candidates for this position.
- Quickbooks timecards has been set up. Chair Roth will finalize the process with Mains Technology.
- Certificates of Insurance have not been received from Ruppert Landscaping or LandPro.

OLD BUSINESS

Mr. Newman motioned to approve the Intergovernmental Service Agreement with Spring Township – *Resolution R-2024-11* as presented. Mr. Floray seconded. All motions for the Intergovernmental Service Agreement were carried unanimously. **Vote in favor 5-0.**

Two Final Settlement Statements for property owners in the Lower Georges Valley Road Bridge project area were presented for payment. Payment was approved for both settlements.

The first meeting regarding the 2025 budget has been advertised for October 16, 2024. Budget proposals will be obtained from the Boards & Commission.

NEW BUSINESS

A Sewage Facilities Component 2 Planning Module was submitted on behalf of Phillip & Colin Leidy. The soil testing has been completed and the module has been signed by SEO Stan Wallace. *Resolution 2024-12* has been submitted for consideration and approval. On a motion by Mr. Newman, seconded by Mr. Decker, the Board approved *Resolution 2024-12* as a revision to the Official Sewage Facilities Plan. **Vote in favor 5-0.**

Centre Hall Fire Company requested a \$500.00 monetary contribution towards purchasing educational materials. The fire company distributes fire prevention materials to all grades at Centre Hall Elementary School, Your First Page Learning & Development Center, and the Grace UMC Preschool. Mr. Floray made a motion to approve contributing \$500.00 towards the purchase of educational materials. Second by Mr. Tanis. **Vote in favor was unanimous. 5-0.**

Penns Valley Area Historical Museum Society has offered a sponsorship opportunity for their 75th anniversary celebration on October 26, 2024 to present The Aaronsburg Story. The Board unanimously agreed that there will not be a donation made for this celebration.

Chair Roth announced an Executive Session was held on Monday, September 30, 2024 to discuss personnel subjects.

The September Zoning Report submitted by Penns Valley Code Enforcement was reviewed.

EXECUTIVE SESSION

Mr. Roth made a motion to recess the meeting at 8:25 pm to begin an Executive Session regarding legal matters pertaining to the status of delinquent sewer & water accounts, as well as a potential distillery. Mr. Newman seconded the motion. Mr. Roth closed the Executive Session at 8:35 p.m. to return to the Business Meeting.

The Board unanimously agreed to approve an extension for receipt of payment for a delinquent utility account until the close of business on November 29, 2024. If payment is not received in full at that time legal action will be pursued on December 2, 2024.

BOARD / STAFF OTHER MATTERS

- None

ADJOURNMENT:

Mr. Newman made a motion to adjourn the Business Meeting at 9:05 p.m. Motion seconded by Mr. Tanis. **Vote in favor was unanimous.**

Respectfully submitted,

Lisa A. Kroner

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