



**POTTER TOWNSHIP**  
**BOARD OF SUPERVISORS**  
**November 18, 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**

- Nittany Business Park - PennTerra Engineering - Mark Torretti
- Pennwoods View (Lands of KCCCOLE, LLC) – Final Subdivision Plan – The EADS Group

**IV. PUBLIC HEARING**

**Ordinance 2024-05** An amendment to Ordinance 2024-02 authorizing the incurring of non-electoral debt execution and private sale of a federally tax-exempt general obligation note and pledging the township's full faith, credit, and taxing authority as security.

**V. CONSENT AGENDA**

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

- Minutes of the November 6, 2024 Business Meeting
- Payment Vouchers
- October 2024 Financial Report

**VI. COMMITTEE REPORTS**

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

- Planning Commission
- Parks & Recreation Board

**VII. SOLICITOR REPORT**

**VIII. STAFF REPORTS**

- Public Works Superintendent
- Secretary / Treasurer
  - Geisinger Experience Credit & TLR Return
  - Delinquent Public Utility Accounts – Lien Request
  - Act 33 of 2024 – Reporting of Data Breaches
  - Act 94 of 2024 – Increasing Allowable Compensation Caps for Township Supervisors
  - America250PA Grants – Due December 15, 2024
  - Municipal Survey on EV Infrastructure – Due December 6<sup>th</sup>
  - Office Closed December 4<sup>th</sup> thru December 11<sup>th</sup>

**IX. OLD BUSINESS**

- Bid Award for 2025 – Diesel Contract
- Revisions to Employee Handbook – *Resolution R-2024-16*
- 2025 Proposed Budget – Review and Discussion
- 2025 Proposed Budget – Approval to Advertise

**X. NEW BUSINESS**

- Review of 2024 Fee Schedule
- Establish Real Estate Tax Rate for 2025 - *Resolution R-2024-17*
- Agreement/Proposal-Preparation of 2024 Chapter 94 Report – Bloom Road Sewer
- Agreement/Proposal-Preparation of 2024 Chapter 94 Report - Country Club Park Sewer
- Agreement/Proposal-Preparation of 2024 Chapter 94 Report – Potters Mills Sewer

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

**XII. ACTION ITEMS**

**XIII. ADJOURNMENT**

**CALENDAR ITEMS**

**November 2024**

Tuesday, 19 <sup>th</sup>	Penns Prairie Park Board – 7:00 P.M.
Wednesday, 20 <sup>th</sup>	Spring Creek Watershed Commission – 7:00 P.M.
Tuesday, 26 <sup>th</sup>	Planning Commission Meeting – 7:00 P.M.
Tuesday, 26 <sup>th</sup>	Penns Valley Regional Planning Commission Meeting – 7:00 P.M.
Tuesday, 19 <sup>th</sup>	Penns Prairie Park Board – 7:00 P.M.
Wednesday, 20 <sup>th</sup>	Spring Creek Watershed Commission – 7:00 P.M.
Tuesday, 26 <sup>th</sup>	Planning Commission Meeting – 7:00 P.M.
<b>Thursday 28<sup>th</sup> &amp; Friday 29<sup>th</sup></b>	<b>OFFICE CLOSED – THANKSGIVING HOLIDAY</b>

**December 2024**

Monday, 2 <sup>nd</sup>	Board of Supervisors Meeting – 7:00 P.M.
Monday, 9 <sup>th</sup>	Parks & Recreation Board Meeting – 7:00
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 Meeting – 7:00 P.M.
Tuesday, 17 <sup>th</sup>	Penns Prairie Park Board – 7:00 P.M.
<b>Tuesday, 24<sup>th</sup> &amp; Wednesday 25<sup>th</sup></b>	<b>OFFICE CLOSED – CHRISTMAS EVE &amp; CHRISTMAS DAY</b>