

POTTER TOWNSHIP BOARD OF SUPERVISORS
MEETING MINUTES
December 2, 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
John Bee, Solicitor

ATTENDEES: Amber Hubert, Georgie Bennett

CALL TO ORDER

Chair Roth called to order the Monday, December 2, 2024, Business Meeting of the Potter Township Board of Supervisors at 7:00 PM, followed by the Pledge of Allegiance.

PUBLIC COMMENT

Georgie Bennett questioned who will maintain the walking paths at The Woodlands once they are put in, and what is the expense to the taxpayers to maintain it. Mr. Roth responded it will be an ongoing effort with the Parks & Recreation Board and they will be responsible for the upkeep. Creation of the trails will be done with volunteer labor. The Parks & Recreation Board members are volunteers as well.

Other comments addressed newsletters and employee reviews.

CONSENT AGENDA

The draft meeting minutes were presented and a request for content was made for discussions which took place after the Executive Session ended. The subject matter was provided and Mr. Tanis made a motion to approve the minutes of the November 18, 2024 Business Meeting with the addition of the new content as well as payment vouchers. Mr. Newman seconded the motion. **All motions for Consent Agenda items were carried unanimously.**

COMMITTEE REPORTS

- A. Planning Commission
 - Creation of a Residential Livestock Ordinance continues
 - Nittany Business Park plans reviewed
- B. Penns Prairie Park
 - The pavilion is being constructed.

- The farming lease agreement expires this year. Mr. Newman and Mr. Roth will measure and map the area that is tillable given that the rent is measured by tillable acres. Mr. Decker would like a Solicitor to review the lease for changes that need to be made before entering into another agreement.

C. Parks & Recreation

- Mr. Tanis mentioned that he spoke with Mr. Gavek about manufacturing a sign for the entrance of The Woodlands and he will provide a quote. Mr. Tanis would like Gavek Graphics to be the selected vendor for manufacturing of the sign. He emphasized that the Parks and Rec Board cannot make a decision regarding a vendor and it must be the decision of the Board of Supervisors.

SOLICITOR REPORT

Aaron Brooks emailed questions regarding potential or proposed language for the conditional use ordinance he had requested regarding distilleries.

A conditional use application has been received by Noah Kildoo and Haley Justice for property located at 166 Cider Press Road, Centre Hall, Tax Parcel 202-006-,053. This conditional use application seeks approval for an indoor riding arena to be renovated and used as a dog and cat boarding kennel, which is a conditional use under the Township of Potter Zoning Ordinance. A public hearing concerning the application will be scheduled for Monday, December 16, 2024.

Solicitor Greene, who is representing a client regarding Treaster Kettle Road issues, has reported no further action requested by his client at this time. The Board of Supervisors agreed to take no further action at this time.

STAFF REPORTS

Public Works Superintendent –

- Salt has been ordered
- The PA Clean Diesel Program has opened up a grant to apply for a truck that is 33,000 lbs or more and grants provide up to \$77,000.00 off of the price of a Class 8 truck. Mr. Boliek asked the Board if they are interested in applying for the grant. The program would take a truck without the emissions (1990 -2009) and replace it with a truck with emissions. There is no application fee.

Mr. Roth noted that the Board is not looking at a truck, but rather researching possibilities. The LSA grant is up to \$125,000 and the idea was that a replacement truck could be secured at no cost to the township. The aged-out equipment, 2002 and 2012 trucks, could be replaced. The grant does not cover the cost of the truck but with a trade-in it would almost equal out.

Secretary/Treasurer –

- No new report other than agenda items.

OLD BUSINESS

Dialogue on proposed changes to the Fee Schedule for 2025 resumed, specifically regarding the fees for zoning permits. Mr. Tanis suggested studying Walker Township's fee schedule and adjust Potter Township's fees accordingly.

Resolution R—2024-17 Establishing Tax Rate for Year 2025 was presented for adoption. Total tax will be 3 mil (1 mil General purpose & 2 mil Fire Protection) with no tax increase on real property. Mr. Tanis made a motion to approve Resolution R-2024-17. Motion seconded by Mr. Floray. **Vote in favor was unanimous. 5-0.**

Mr. Tanis asked for an update on the use of Quickbooks time clocks. Mr. Roth reached out to Mains Technology but has not received a response. Mr. Newman suggested implementation of the time clocks at the beginning of the year.

Mr. Decker reminded the Board about the EV Charging Station survey created by the CCMPO (Centre County Metropolitan Planning Organization). The deadline for the survey is December 6, 2024. Mr. Decker thinks the Board should support an EV station in Potter Township, possibly close to the Grange Fairgrounds. Mr. Newman believes that a private entity put in an EV station rather than the Township.

NEW BUSINESS

No new business presented.

EXECUTIVE SESSION

Mr. Roth made a motion to recess the meeting at 7:54 pm to begin an Executive Session regarding personnel matters.

Mr. Roth closed the Executive Session at 9:28 p.m. to return to the Business Meeting. No actions were taken during the executive session.

BOARD / STAFF OTHER MATTERS

Centre Hall-Potter Sewer Authority Meeting Minutes – November 13, 2024. No action.

ADJOURNMENT:

Mr. Tanis made a motion to adjourn the Business Meeting at 9:30 p.m. Motion seconded by Mr. Decker. **Vote in favor was unanimous.**

Respectfully submitted,

Lisa A. Kroner

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