

POTTER TOWNSHIP BOARD OF SUPERVISORS
MEETING MINUTES
January 20, 2025
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
Hannah Dillard, Solicitor

ATTENDEES

Mike Troyan, Dave Henning

CALL TO ORDER

Chair Roth called to order the Monday, January 20, 2025, Business Meeting of the Potter Township Board of Supervisors at 7:00 PM, followed by the Pledge of Allegiance.

PUBLIC COMMENT

None

SPECIAL PRESENTATION

CCMPO Long Range Transportation Plan Update postponed until February 17, 2025 Board of Supervisors meeting.

CONSENT AGENDA

Mr. Decker motioned to approve the minutes of the January 6, 2025 Organization Meeting and Business Meeting, payment vouchers and December 2024 Financial Report. Mr. Floray seconded the motion. All motions for Consent Agenda items were carried unanimously.

COMMITTEE REPORTS

A. Planning Commission

- Members requested attendance at the 2025 PSATS conference. No money was budgeted for training and conventions for the Planning Commission. The Board will review the budget for money to approve attendance.
- A PowerPoint was presented on the sidewalk ordinance revisions. Subjects being addressed include obstructions & debris, snow removal, hazards, uneven squares & poor repairs.

B. Parks & Recreation Board

- No report

C. Penn's Prairie Park Board

- Work continues on the pavilion construction, landscaping and parking lots. A Treasurer's Bond will be obtained in the amount of \$500,000.

D. Penns Valley EMS –

- Discussion on future purchase of an ambulance.

SOLICITOR REPORT

The Conditional Use Application continuance for Noah Kildoo and Haley Justice is tentatively scheduled for February 3, 2025.

Discussion regarding John & Marietta Smith's EDU charge on the Potters Mills Sewer System will be discussed in Executive Session.

STAFF REPORTS

Public Works Superintendent –

- Country Club Park Sewer & Water systems are operating under normal conditions
- 2025 Annual DEP Plant Inspection performed.
- Potters Mills & Bloom Road Sewer systems operating under normal conditions

Secretary/Treasurer –

- The 2024 Fourth Quarter Right-to-Know Request was presented
- Baker Tilly will begin the 2024 DCED Audit and Financial Audit this month.
- Authority, Board and Commission reports are added to the first Board of Supervisors meeting agenda following their most recent meeting. Mr. Roth requested that all Authority, Board and Commissions be added to **all** Board of Supervisors meeting agendas regardless of date of meetings.

OLD BUSINESS

No candidates were suggested to appointments on the Authorities, Boards and Commissions, except for the Parks and Recreation Board. Mr. Tanis made a motion to appoint John Powell to the Parks and Recreation Board for a 4-year term ending 12/2028. Motion seconded by Mr. Decker. **Vote in favor was unanimous. 5-0.**

Mr. Decker made a motion for the Solicitor to proceed with the loan closing for Lake Road Bridge. Motion seconded by Mr. Newman. Mr. Newman can sign the documents if Mr. Roth is not available. **Vote in favor 5-0.**

NEW BUSINESS

Notice has been received from Centre County Grange Fair that the Fair will be held August 15 to 23, 2025. Flagger Force will be utilized for traffic control at Homan Lane during the Grange Fair. Mr. Floray made a motion to approve services for traffic control on Homan Lane as requested. Second by Mr. Newman. **Vote in favor was unanimous. 5-0.**

The Penns Valley Conservation Association membership was presented for approval. Mr. Newman inquired about the membership for the PVCA and what services and benefits the Township receives. Mr. Newman made a motion to decline participation with the Penns Valley Conservation Association. Motion was seconded by Mr. Tanis. **Motion in favor 4-1.** Mr. Decker opposed declining the membership.

Mr. Newman requested to proofread the next newsletter to critique and make any changes, additions or omissions before going to print.

The revised farmland lease for Tri-Municipal Park will be reviewed by the township solicitors. Mr. Floray made a motion to allow Mr. Decker to advertise for bids upon completion of the review. Motion was seconded by Mr. Tanis. **Vote in favor was unanimous. 5-0.**

EXECUTIVE SESSION

Mr. Roth made a motion to recess the meeting at 8:39 p.m. to begin an Executive Session to seek confidential and privileged legal advice from the Solicitor. Mr. Roth closed the Executive Session to return to the Business Meeting.

BOARD / STAFF OTHER MATTERS

Centre County Recycling & Refuse Authority – January 2025 Municipal Newsletter
Centre Hall-Potter sewer Authority – Meeting Minutes – December 11, 2024

ADJOURNMENT

The meeting was adjourned at 9:00 p.m.

Respectfully submitted,

Lisa A. Kroner

Lisa A. Kroner, CGA
Township Secretary