

**POTTER TOWNSHIP BOARD OF SUPERVISORS**  
**MEETING MINUTES**  
**January 6, 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:** Lisa Kroner, Secretary/Treasurer  
Hannah Dillard, Solicitor

**ATTENDEES**

Mark Torretti, Robert Watts, Chris Kunes, Doug Hill

**CALL TO ORDER**

Chair Roth called to order the Monday, January 6, 2025, Business Meeting of the Potter Township Board of Supervisors at 7:30 PM, followed by the Pledge of Allegiance.

**PUBLIC COMMENT**

None

**CONSENT AGENDA**

Mr. Newman motioned to approve the minutes for the December 16, 2024 Business Meeting and payment vouchers. Mr. Floray seconded the motion. All motions for Consent Agenda items were carried unanimously.

**COMMITTEE REPORTS**

- A. Planning Commission
  - Continued discussion on a residential livestock ordinance
- B. Parks & Recreation Board
  - No new report
- C. Penn's Prairie Park Board
  - The current Farm Land Lease will be reviewed by Mr. Roth and Mr. Decker. Revisions will be made before advertising for bids. The lease is for a five-year period.
- D. Penns Valley EMS –
  - No new report
- E. Penns Valley Regional Planning Commission
  - No new report

## **SOLICITOR REPORT**

Municipal Liens against real property will be filed in January for delinquent sewer and water accounts. No update provided for a distillery ordinance.

## **STAFF REPORTS**

*Public Works Superintendent –*

- Country Club Park Sewer & Water systems are operating under normal conditions
- Potters Mills & Bloom Road Sewer systems operating under normal conditions
- Generator requires new wiring harness. Current quote is \$5,800. Mr. Tanis deems this quote is too high and would like to obtain another quote.
- Advertisement for bids for the Lower Georges Valley Bridge replacement (2025) went out on January 3, 2025.

*Secretary/Treasurer –*

- The 250<sup>th</sup> Heritage Day event has been nominated for a 2024 John H. Ziegler Historic Preservation Award by the Centre County Historical Society. The awards presentation is January 19, 2025 at 3:00pm. All are welcome to attend.
- Employee training on the Quickbooks Timecards is scheduled for Wednesday, January 8, 2025.
- The solicitor fees generated by the proposed distillery are not currently covered through an MOU (Memorandum of Understanding) with Aaron Brooks. The Board may choose to speak with Mr. Brooks or send an invoice about recouping some of the Township money spent on this issue, but Mr. Books is under no obligation to reimburse the Township for solicitor fees.

## **OLD BUSINESS**

Mark Torretti, Penn Terra Engineering, discussed the Transportation Impact Study (TIS) for Nittany Business Park. Mr. Kunes addressed some comments from the Board on the previously conditionally approved plan. A traffic signal is not warranted now but may be in the future if a retail business moves into the park. The road will be built to township standards, but the township will not take over the road until a signal is installed.

## **NEW BUSINESS**

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

The Centre County Board of Commissioners have awarded an allocation in the amount of \$50,000 to Potter Township for proposed improvements of widening from 37' to 57" and adding a second lane of the Lower Georges Valley Road (T633) bridge. Mr. Newman made a motion to sign the PennDOT MS-339 form to accept this award. Motion seconded by Mr. Tanis. **Vote in favor was unanimous. 5-0.**

## **BOARD / STAFF OTHER MATTERS**

- None

## **ADJOURNMENT**

The meeting was adjourned at 7:59 pm.

Respectfully submitted,

*Lisa A. Kroner*

Lisa A. Kroner, CGA  
Township Secretary