

POTTER TOWNSHIP BOARD OF SUPERVISORS
MEETING MINUTES
March 3, 2025
124 Short Road, Spring Mills, Pennsylvania

ATTENDED BY:

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

STAFF: David Boliek, Public Works Superintendent
Lisa Kroner, Secretary/Treasurer
Hannah Dillard, Solicitor

ATTENDEES

Mike Troyan, Steve Dutrow, Amy Lake

CALL TO ORDER

Chair Roth called to order the Monday, March 3, 2025, Business Meeting of the Potter Township Board of Supervisors at 7:00 PM, followed by the Pledge of Allegiance.

PUBLIC COMMENT

None

CONSENT AGENDA

Mr. Decker motioned to approve the minutes of the February 17, 2025 Business Meeting and payment vouchers. Mr. Tanis seconded the motion. All motions for Consent Agenda items were carried unanimously.

COMMITTEE REPORTS

- A. Planning Commission
 - Proposed Sidewalk Ordinance changes are ready for final read-through
- B. Parks & Recreation Board
 - No report
- C. Penn's Prairie Park Board
 - A grand opening is being planned for spring/summer
- D. Penns Valley EMS –
 - No report
- E. Centre Hall Fire Company
 - No report
- F. Penns Valley Regional Planning Commission
 - No report

SOLICITOR REPORT

The Conditional Use Decision has been provided.

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
- Request for purchase of office furniture for the Public Works office.

Secretary/Treasurer –

- Baker Tilly will complete the 2024 DCED Audit and Financial Audit before the April 1st deadline
- Quickbooks Enterprise Gold is being purchased and installed
- The Remote & On-site Managed Services Agreement has not been received from Mains Technology.

OLD BUSINESS

Sealed bids for the Tri-Municipal Park Farm Land Lease Agreement were opened and examined for requested documentation at 2:00 p.m. on March 3, 2025. A Bid Summary was prepared and the results were as follows: Fleck Ag Services, LLC - \$170.00 per acre; Oak Springs Farm - \$169.58 per acre; Steven Dutrow - \$110.00 per acre; Corl Ag, LLC - \$100.00 per acre; Clay Campbell - \$155.00 per acre.

Mr. Tanis asked where the highest bidder was from and the answer was Warriors Mark. Mr. Tanis & Mr. Decker agree that the bid should go to the next highest bidder who is from Potter Township. A vote was taken 2-2. Mr. Floray then joined the meeting via phone to obtain his comments and vote. Mr. Newman offered a motion to award the bid to the highest bidder, Fleck Ag Services, LLC. Motion seconded by Mr. Floray. **The vote was 3-2**, with Mr. Tanis & Mr. Decker voting against awarding the contract to Fleck Ag Services, LLC. The Bid Summary will be forwarded to Centre Hall Borough Council for their review and vote on

Solicitor Dillard provided a Conditional Use Decision and Findings of Fact for the Conditional Use Application for Noah Kildoo and Haley Justice. Mr. Newman made a motion to approve the Conditional Use Decision and Findings of Fact as prepared by the Solicitor. Motion seconded by Mr. Decker. **Vote in favor 4-0**

NEW BUSINESS

Jon Mains, from Mains Technology, joined the meeting virtually to discuss the camera options for the water and sewer plant, as well as Penns Prairie Park. Cameras will provide monitoring and remote visibility for authorized users.

EXECUTIVE SESSION

Mr. Roth made a motion to recess the meeting at 8:29 p.m. to begin an Executive Session. Mr. Roth closed the Executive Session to return to the Business Meeting.

BOARD / STAFF OTHER MATTERS

- Centre Hall-Potter Sewer Authority – Meeting Minutes – January 8, 2025

ADJOURNMENT

The meeting was adjourned at 9:42 p.m.

Respectfully submitted,

Lisa A. Kroner

Lisa A. Kroner, CGA
Township Secretary