



**POTTER TOWNSHIP
BOARD OF SUPERVISORS
April 21, 2025 – 7:00 P.M.
Agenda**

www.pottertownship.org

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 PRESENTATION

- 2024 Municipal Annual Audit and Financial Report and Financial Statements and Supplementary Information- Christine Zoerner, Baker Tilly

IV. PUBLIC HEARING

- Ordinance 2025-01 An ordinance of the Township of Potter, Centre County, Pennsylvania, to amend and augment Chapter 220 – Zoning, Article III - District Regulations, and Article V – Conditional Uses, to permit as a conditional use in the agricultural district, distilleries, tasting rooms, and related horticultural tourism activity uses.

V. CONSENT AGENDA

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

- Minutes of the April 7, 2025 Business Meeting
- Payment Vouchers
- March 2025 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
- Penn's Prairie Park Board
- Penns Valley EMS
- Centre Hall Fire Company
- Penns Valley Regional Planning Commission

VII. SOLICITOR REPORT

VIII. STAFF REPORTS

- Public Works Superintendent
 - Maintenance Report
- Secretary / Treasurer

IX. OLD BUSINESS

- Pennsylvania Infrastructure Bank (PIB) Loan for Lower Georges Valley Road Bridge

X. NEW BUSINESS

- Mowing & Maintenance Contracts – 2025

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

XII. ACTION ITEMS

- Establishing a Records Retention Policy for Audio Recordings of Public Meeting Minutes – *Resolution R-2025-05*
- Declaration of Intent to Follow the Schedules and Procedures for Disposition of Records as Set Forth in the Municipal Records Manual – *Resolution R-2025-06*

XIII. ADJOURNMENT

CALENDAR ITEMS

April 2025

Tuesday, 22nd

Planning Commission Meeting – 7:00 P.M.

May 2025

Monday, 5th

Board of Supervisors Business Meeting – 7:00 P.M.

Monday, 12th

Parks & Recreation Board Meeting – 7:00 P.M.

Tuesday, 13th

Planning Commission Meeting – 7:00 P.M.

Wednesday, 14th

Centre Hall-Potter Sewer Authority Meeting – 7:00 P.M.

Tuesday, 20th

Penns Prairie Park Board Meeting – 7:00 P.M.

Wednesday, 21^{st*}

Board of Supervisors Business Meeting – 7:00 P.M.

Tuesday, 27th

Planning Commission Meeting – 7:00 P.M.

Monday, 28th

Penns Valley Regional Planning Commission Meeting – 7:00 P.M.

****Agenda amended Monday, April 21, 2025**