

**POTTER TOWNSHIP BOARD OF SUPERVISORS**  
**MEETING MINUTES**  
**March 17, 2025**  
**124 Short Road, Spring Mills, Pennsylvania**

**ATTENDED BY:**

**BOARD:** Ryan Newman, Vice-Chair  
Dick Decker  
Scott Flory  
Jacob Tanis, III

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

**ATTENDEES**

Dave Henning, Kelly Benner, Sue Kellerman, LeDon Young, Chris Kunes, Mark Torretti, Amy Lake, Georgie Bennett

**CALL TO ORDER**

Vice-Chair Newman called to order the Monday, March 17, 2025, Business Meeting of the Potter Township Board of Supervisors at 7:00 PM, followed by the Pledge of Allegiance.

**PUBLIC COMMENT**

Kelly Benner reported a culvert on Tusseysink Road that is in need of repair. Mr. Boliek will meet with her onsite to evaluate the reported concern.

**SPECIAL PRESENTATION**

The Bellefonte Chapter of the Daughters of the American Revolution (DAR) presented a DAR America 250 Patriots Marker Proposal to the Board of Supervisors. The proposal seeks permission to install a DAR America 250 Patriots Marker in Potter Township at Potter Run Park to honor the memory of the men and women who secured American independence through their service and sacrifice during the Revolutionary War. The marker is a bronze 30" x 30" stand alone marker, including a 7' – 8' post and the mounting hardware. Additionally, it was suggested to include a QR code at the Patriots Marker installation site linking to the online edition of the *2024 Potter Township Map and Guide* directing visitors to the many Penns Valley historic sites, resources, and parks in the region. Currently there are thirteen (13) DAR America 250 Patriots Markers installed in Pennsylvania primarily placed at historic sites, courthouses, and cemeteries. Three additional markers will be installed in 2025. The Bellefonte Chapter DAR has already budgeted to cover the full cost of the DAR Patriots Marker (\$5,898.00). On a motion by **Mr. Flory, seconded by Mr. Tanis and carried unanimously**, the Board authorized Solicitor Dillard to compose a written statement on behalf of the Township authorizing installation of the marker at Potter Run Park.

PennTerra Project Manager, Mark Torretti, submitted a waiver request from Chapter 177, Article III, Section 177-9.E.(1)(a) on behalf of Chris Kunes. Under Potter Township's Streets and Sidewalk Regulations, only 5 lots

are allowed to be served from a private street. Business Drive, the proposed street for the subdivision and development is proposed as a public street whereas there is no limit on the number of lots it can serve. However, since the supervisors decided to not enter into an agreement regarding accepting the Right-of-Way (ROW) of dedication for Nittany Business Park per the current conditionally approved Subdivision/Land Development Plan, the street must be considered a private street until such road dedication is accepted. The 28-acre residual parcel is being explored for future subdivision. Mr. Kunes intends to move forward with exploring development feasibility for this. Verification is needed from Potter Township that the development of 2-3 additional lots at Business Drive will be permitted prior to the installation of a traffic signal/acceptance of Nittany Drive dedication. Mr. Newman wishes to ensure that the Township is not responsible for the traffic light. On a motion by Mr. Tanis, seconded by Mr. Decker and carried unanimously, the Board approved the waiver allowing 7 lots rather than 5 lots. **Vote in favor was unanimous. 4-0.**

### **CONSENT AGENDA**

Mr. Decker motioned to approve the minutes of the March 3, 2025 Business Meeting, payment vouchers and February 2025 Financial Report. Mr. Tanis seconded the motion. All motions for Consent Agenda items were carried unanimously.

### **COMMITTEE REPORTS**

#### **A. Planning Commission**

- Comments on the sidewalk ordinance changes will be sent to the Board and Engineer Don Franson for their review and input.
- A presentation was given by a Penn State Poultry Professor on chicken/poultry ordinances in other areas around the state. He will review and provide comments on the Planning Commissions research and suggestions.
- The Component 4A Module for Decker Valley Road subdivision has not been signed by the Planning Commission. They are waiting for the Project Manager to give a presentation.
- The request for attendance at the 2025 PSATS conference was denied. Mr. Newman requested a training budget be submitted for next year for consideration during budget talks for 2026.

#### **B. Parks & Recreation Board**

- No report

#### **C. Penn's Prairie Park Board**

- No report

#### **D. Penns Valley EMS –**

- No report

#### **C. Centre Hall Fire Company**

- Gun Bingo fundraiser was a huge success.

### **SOLICITOR REPORT**

Mr. Newman announced an Executive Session was held on March 16, 2025 at 6:00 pm. The reason for the Executive Session was undisclosed.

### **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
- Road crew has been reorganizing the shop & doing repairs to 2005 & 2017 International dump trucks

#### ***Secretary/Treasurer –***

- No report in addition to agenda items.

### **OLD BUSINESS**

Centre Hall Borough Council has approved the bid for the Tri-Municipal Park Farm Land Lease Agreement. The license has been awarded to Fleck Ag Services, LLC - \$170.00 per acre. Mr. Newman will contact the bidder and obtain signatures on the lease.

There was no discussion on the purchase of Cameras for Sewer & Water Plants, and Penns Prairie Park.

### **NEW BUSINESS**

The February Zoning Report submitted by Penns Valley Code Enforcement was distributed. No comments.

Mr. Newman announced that the Board decided to close the office on Tuesdays and Thursdays. No discussion and no vote was taken.

Mr. Newman revealed that the Board is looking for outsourcing for the treasurer's duties. No discussion and no vote was taken.

Secretary/Treasurer Lisa Kroner inquired about what the Boards plan was for her position because of contracting out the Treasurers position and closing the office two days a week. Mr. Newman did not provide an answer.

### **BOARD / STAFF OTHER MATTERS**

- PennDOT Thank You Letter for Municipal Support regarding 322 State College Area Connector Project.

### **ADJOURNMENT**

The meeting was adjourned at 8:05 p.m.

Respectfully submitted,

*Lisa A. Kroner*

Lisa A. Kroner, CGA  
Township Secretary