

POTTER TOWNSHIP BOARD OF SUPERVISORS
MEETING MINUTES
June 2, 2025
124 Short Road, Spring Mills, Pennsylvania

ATTENDED BY:

BOARD: 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

Nick Millard, Andrew Reed, Kim Domin, Dan Pick, Georgie Bennett

CALL TO ORDER

Vice-Chair Newman called to order the Monday, June 2, 2025, Business Meeting of the Potter Township Board of Supervisors at 7:00 PM, followed by the Pledge of Allegiance.

PUBLIC COMMENT

Andrew Reed, PennTerra Engineering, presented Decker Valley Road Subdivision plans for discussion. Mr. Reed is requesting Supervisor approval of the final subdivision plan. Mr. Tanis made a motion to approve the final subdivision plan. Motion seconded by Mr. Floray. **Vote in favor was unanimous. 4-0**

Kim Domin and Dan Pick presented information on the possible closure of Miles Township Elementary School. Public comments were encouraged and will be taken back to the School Board.

CONSENT AGENDA

Mr. Floray motioned to approve the minutes of the May 21, 2025 Business Meeting with additional clarification about Mr. John Collins request to serve as a liaison with PennDOT regarding the acquisition of the Potter Athletic Complex as part of the State college Area Connector Project. The Board of Supervisors agree that any official correspondences with PennDOT or other third party entities should be conducted by the Board of Supervisors or through McQuaide Blasko as the appointed solicitor for Potter Township. Motion seconded by Mr. Tanis. **Vote in favor was unanimous. 4-0.** On a motion by Mr. Floray, seconded by Mr. Tanis and carried unanimously the Board approved the payment vouchers as presented.

COMMITTEE REPORTS

- A. Planning Commission
- Finalizing draft sidewalk ordinance
 - Distillery Ordinance – Will provide comments to the Board
 - Next items for research and discussion are tiny homes and methadone clinics

- B. Parks & Recreation
 - Slide presentation has been deferred until the June 16th meeting
- C. Penn's Prairie Park Board
 - No report
- D. Penns Valley EMS –
 - No report
- E. Centre Hall Fire Company
 - No report
- F. Penns Valley Regional Planning Commission
 - No report

SOLICITOR REPORT

No new report.

STAFF REPORTS

Public Works Superintendent –

- Shunk Rd project construction continues with grading completed and stone base installed.
- Rainy conditions have slowed road construction activities. The road crew is utilizing any good conditions as they come available.
- The bid packet for mill and fill was released.
- Road conditions will be monitored for additional maintenance and safety repairs.
- All sewer and water systems operating under normal conditions
- Mowing within Township continues
- PennDOT Agility Program information was provided for mowing. Mr. Tanis made a motion to authorize moving forward with an agreement. Motion seconded by Mr. Decker. **Vote in favor was unanimous. 4-0.**

Secretary/Treasurer –

- Sewage Management Program inspections continue to be conducted by SEO Stan Wallace
- One Open Records requests have been fulfilled since the last meeting.
- Website is updated with agendas, minutes and current news
- The Mill & Fill project has been advertised and bid packets prepared.
- Special Events permit was issued to Trans-sylvania Mountain Bike Epic (May 23, 2025)

OLD BUSINESS

Further discussion on a trail sign at The Woodlands at Sinking Creek was deferred until June 16th meeting.

Mr. Decker crafted a letter to PennDOT regarding the State College Area Connector and the PCI District Access. Mr. Roth approved and signed the letter which was sent to PennDOT and all third-party entities.

NEW BUSINESS

The May Zoning Report submitted by Penns Valley Code Enforcement was distributed.

A Final Plan of the Miller Subdivision (Michael & Lisa Miller) was received for review and comments. The Planning Commission has reviewed and has no comments for Centre County Planning & Development. Mr. Tanis requested a note regarding the Fee In-Lieu-of Parkland Dedication for two new lots be added to the plans. A Municipal Response Request will include this note.

PennDOT Engineering District 2-0, working in cooperation with the Federal Highway Administration (FHWA), is proposing to construct an off-alignment four-lane section of U.S. 322 between Potters Mills and Boalsburg.

Based upon the project coordination to date, PennDOT is committed to identifying mutually agreeable replacement mitigation to off-set the proposed impacts to the Athletic Complex.

Mr. Decker made a motion to provide agreement with this Net Benefit determination and commitment for identifying mutually agreeable replacement mitigation. Motion seconded by Mr. Tanis. **Vote in favor was unanimous. 4-0.**

Mr. Boliek provided quotes for various makes and models of tractors and side flail mowers. He will provide specs for all builds and warranties to the Supervisors this week for comparisons.

Centre County Mapping and Addressing submitted a road name request for the road serving parcels 20-005-,039; 20-005-039F: and 20-005-039Q. The name for approval is Whispering Water Lane, which meets criteria for naming, and 911 addressing has tentatively approved pending Potter Township final approval. After review of the request, Mr. Floray made a motion to approve the name Whispering Water Lane. Mr. Tanis seconded the motion. **Vote in favor was unanimous. 4-0.**

Mr. Tanis made a motion to recommend and request appointment of Scott Floray as Potter Township's Municipal Emergency Management Coordinator. Motion was seconded by Mr. Decker. Mr. Floray will manage the paperwork for his appointment. **Vote in favor was unanimous. 4-0.**

BOARD / STAFF OTHER MATTERS

ACTION ITEMS

- Cameras – Sewer & Water Facilities; Potter Run Park; Penn Prairie Park – No action taken
- Public Sewer & Water Monthly Fees for 2026 - No action taken
- Zoning Permit Fees for 2025-2026 - No action taken
- Engineering Fees for General Solicitor Expenses – Invoice/Memorandum of Understanding for Reimbursement - No action taken
- Social Media Policy – No action taken
- Mains Technology Service Agreement – Signed Copy Required – No update
- Civic Plus – Mr. Roth investigating capabilities of software.
- Newsletter

EXECUTIVE SESSION

Mr. Newman made a motion to recess the meeting at 8:50 p.m. to begin an Executive Session. Mr. Newman closed the Executive Session to return to the Business Meeting.

ADJOURNMENT

The meeting was adjourned.

Respectfully submitted,

Lisa A. Kroner

Lisa A. Kroner, CGA
Township Secretary