

POTTER TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
Wednesday, September 9, 2026
124 Short Road, Spring Mills, Pennsylvania

**ATTENDED BY –
BOARD:**

Glenn Roth, Chair
Ryan Newman, Vice Chair
Scott Floray
Amy Lake
Jacob Tanis, III

STAFF:

David Boliek, Public Works Superintendent
John Bee, Township Solicitor
Sharon Meyers, Temporary Assistant Township Secretary

CALL TO ORDER:

Chairman Roth called to order the September 9, 2026, regular meeting of the Potter Township Board of Supervisors at 7:00 p.m. and led those in attendance in the Pledge of Allegiance.

ANNOUNCEMENT:

Chairman Roth announced that he had participated in a call to discuss a candidate for the Township Secretary position.

PUBLIC OPEN DISCUSSION: No *Public Open Discussion* was presented.

NEW AGENDA ITEMS: No *New Agenda Items* were presented.

SPECIAL PRESENTATION: No *Special Presentation* was presented.

PLANS: No *Plans* were presented.

CONSENT AGENDA:

CA-1 Minutes, Approval of

a. August 17, 2026, Regular Meeting

Mr. Floray made a motion to approve payments and the August 17, 2026, Potter Township Board of Supervisors Regular Meeting Minutes, as amended.

Mr. Newman seconded the motion.

Motion carried with a vote of 4:0:1 with Chairman Roth abstaining due to his absence from the August 17, 2026 meeting.

CA-2 Correspondence, Receipt/Approval of
No Correspondence received.

CA-3 Action Item, Approval

- a. Ratification of Motion to Approve Yearick Subdivision Surety

Mr. Newman made a motion to ratify the motion made at the August 17, 2026 Potter Township Board of Supervisors Meeting approving the surety for the Yearick Subdivision.

Mr. Floray seconded the motion.

Motion carried unanimously.

REPORTS:

R-1 Committee Reports

- a. **Planning Commission**

Mr. Henning reported that members of the Planning Commission attended the Eastern Gas Transmission and Storage community open house on August 20, 2026, regarding the proposed addition of pipelines and expansion of compressor stations. Mr. Henning stated that the project appears to be deviating from its original intent. He added that there was discussion regarding taps into the new pipeline and expressed concern that the new taps could potentially serve a generator company seeking to produce electricity and possibly support data centers. Mr. Henning continued that the project scope has changed from the installation of two transmission lines to three transmission and storage pipelines. Also discussed were the different types and classes of pipelines, which prompted concern regarding a potential catastrophic event and the resulting isolation or blast zone. He stated that the Township may consider these zones when reviewing new subdivisions and development throughout the Township. Mr. Henning added that another community engagement event is scheduled for September 30, 2026.

Mr. Henning also reported that the Planning Commission has begun work on the special event ordinance. He stated that the Commission is reviewing the Township's current special events application and proposing amendments to the application. The Planning Commission will then base proposed amendments to the ordinance on the changes made to the application. Mr. Henning added that the Commission plans to consider noise and public safety and intends to provide regular updates to the Board.

Lastly, Mr. Henning reported that members of the Planning Commission are interested in attending a five-day training series consisting of five land use webinars offered through the Penn State Extension. Mr. Henning inquired whether the Board would consider reimbursing Planning Commission members for participation in the webinar series. The Board agreed that up to two members of the Planning Commission may enroll in the series and must provide proof of purchase for reimbursement.

- b. **Parks & Recreation Board** – No report

- c. **Penns Valley EMS** – No report

- d. **Centre Hall Fire Company**

Mr. Floray reported that the Centre Hall Fire Company is currently selling tickets to the Gun Bingo scheduled for October 24, 2026.

- e. **Penns Valley Regional Planning Commission**

Mr. Henning reported that Centre County has provided municipalities with a needs assessment survey regarding potential grant funding for transportation projects. Mr. Boliek confirmed that he received, completed, and submitted the survey. Mr. Henning added that the next scheduled meeting of the Penns Valley Area Planning Commission is September 23, 2026, at 7:00 p.m. at the Old Gregg School.

- f. **Penn's Prairie Park Board**

Mr. Tanis requested information regarding park bench donations, specifically on behalf of a community member who was heavily involved in the development of the park. The Board agreed that the Park Board should address the potential donation and that the expense could be included as part of the 2027 budget.

R-2 Solicitor Report

Mr. Bee reported that the topics requiring his report are included on the agenda as Old and New Business items. He stated that he has concerns regarding the Old Business item regarding the acceptance of card payments for the collection of taxes. Mr. Bee proposed discussing the legal issues underlying his concerns, during an executive session.

Mr. Bee also reported that he forwarded a draft of the Data Centers Ordinance to the Board of Supervisors and suggested that the Board schedule a public hearing for a meeting in October.

R-3 Staff Reports

Mr. Boliek reported that he provided a written report to the Supervisors and requested that the Board consider accepting the high bid received through Municibid for the truck previously listed. He noted that the Board had reserved the right to accept or reject any and all bids received.

Mr. Floray made a motion to accept the high bid for the sale of the road crew truck previously listed on Municibid.

Mr. Newman seconded the motion.

Motion carried unanimously.

Mr. Tanis suggested that Mr. Boliek contact Hawbaker to obtain a cost estimate for the 2026/2027 plowing season in the event that the road crew position is not filled prior to the first plowable snowfall.

OLD BUSINESS:

OB-1 Tax Collector to Accept Card Payments

Chairman Roth confirmed that the Board would recess into executive session to discuss legal issues relating to acceptance of card payments for the collection of taxes.

OB-2 Data Center Ordinance

Following discussion of the Data Centers Ordinance during the Solicitor's Report, the Board determined that the public hearing should be advertised in the Centre Daily Times on October 4 and October 11, 2026, with the public hearing to take place at the beginning of the October 19, 2026 Board of Supervisors meeting.

Mr. Tanis made a motion to set and advertise a public hearing on the proposed Data Centers Ordinance for October 19, 2026 at 7:00 p.m.

Ms. Lake seconded the motion.

Motion carried unanimously.

NEW BUSINESS:

NB-1 Potential Hiring of Township Secretary

Mr. Newman stated that he and Kristen Simkins, the Township HR Representative, interviewed the applicant, Ms. Katelyn Rauch. Mr. Newman stated that Ms. Rauch met the qualifications for the position and recommended that the Board approve appointing her as Township Secretary. The Board discussed a starting wage of \$25.00 per hour and a potential starting date of September 28, 2026.

Mr. Newman made a motion to approve the appointment of Ms. Katelyn Rauch to fill the part-time Township Secretary position at an hourly rate of \$25.00 per hour, with a potential onboarding date of September 28, 2026.

Mr. Floray seconded the motion.

Motion carried unanimously.

NB-2 Potential Hiring of Township Road Crew member

Mr. Boliek stated that a former employee had inquired about the open road crew position. Chairman Roth suggested the matter of potential re-employment of a former township employee be discussed during an executive session.

BOARD/STAFF OTHER MATTERS:

Mr. Newman stated that he received an application to fill an open position on the Zoning Hearing Board. He added that there are several open positions on various Township boards and committees and that the Supervisors should continue their recruitment efforts.

Chairman Roth proposed adding a future agenda item to discuss the Township's sewer plants. He suggested that Mr. Boliek begin gathering information regarding available grants for assistance and contact the EADS Group, as the firm has completed similar projects. Chairman Roth added that the Township needs to evaluate the current sewer system, particularly in light of the sizable residential developments being proposed. Mr. Boliek stated that he had been in contact with the EADS Group and would arrange a site visit.

Chairman Roth recessed the regular meeting at 7:29 p.m. and entered into executive session for confidential and privileged legal discussion regarding contract matters, and discussion of personnel matters.

Chairman Roth reconvened the regular meeting at 7:57 p.m.

Chairman Roth requested a motion to proceed with the hiring of Mr. Caleb Colley for the open road crew position.

Mr. Tanis made a motion to approve the hiring of Mr. Caleb Colley to fill the open road crew position.

Ms. Lake seconded the motion.

Motion carried unanimously.

ADJOURNMENT:

Chairman Roth called for a motion to adjourn the meeting.

Mr. Tanis moved to adjourn the September 9, 2026, Regular Potter Township Board of Supervisors Meeting.

Ms. Lake seconded the motion.

The September 9, 2026, Regular Potter Township Board of Supervisors Meeting adjourned at 8:00 p.m.

Respectfully Submitted By,

Sharon E. Meyers

Sharon E. Meyers
Recording Secretary