

POTTER TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
Monday, October 5, 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 October 5, 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:

The Board of Supervisors met in Executive Session at the conclusion of the September 9, 2026, regular meeting for confidential and privileged legal discussion and to discuss personnel matters. The Board of Supervisors also met in Executive Session during the September 21, 2026, regular meeting to discuss personnel matters.

PUBLIC OPEN DISCUSSION:

Ms. Georgie Bennett, a Potter Township resident, inquired about a previous decision made regarding farmland preservation. Chairman Roth explained the application process for residents interested in participating in the program, the county's ranking system, and the Township's one-time payment of \$100 per acre for preserved farmland.

Ms. Bennett also asked whether the Township budgets for these expenses and how the amount is determined. Mr. Newman explained the notification process through the County and noted that the Township typically receives at least one year's notice when a farm is placed on the list for farmland preservation funding.

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. September 21, 2026, Regular Meeting

Mr. Floray made a motion to approve payment vouchers and the September 21, 2026, Potter Township Board of Supervisors Regular Meeting Minutes, as written.

Mr. Newman seconded the motion.

Motion carried unanimously.

CA-2 Correspondence, Receipt/Approval of

- a.** Penns Valley Code Enforcement Report, dated September 30, 2026
- b.** Notice of Receipt and Declaration of Intent for the Centre County Planning and Community Development Office date September 25, 2026, regarding Treaster Subdivision Lot 3 Minor Plan

CA-3 Action Item, Approval

- a.** Ratification of Setting Conditional Use Permit Public Hearing for October 19, 2026

Mr. Newman made a motion to ratify the motion to schedule the Conditional Use Permit for Warehouse Use within the General Commercial (C) Zoning District public hearing for October 19, 2026.

Mr. Floray seconded the motion.

Motion carried unanimously.

- b.** Authorization for Township Solicitor and Staff to Circulate, for Property Owners Signatures, Treaster Kettle Road Deed of Dedication

Mr. Bee provided a draft of the Treaster Kettle Road Deed of Dedication currently in preparation and requested that staff contact Nancy Fisher, who has been acting as the liason of the property owners, in order to obtain their notarized signatures.

Mr. Floray made a motion to authorize the Township Solicitor and staff to circulate the Treaster Kettle Road Deed of Dedication to the property owners, at to coordinate obtaining their notarized signatures.

Mr. Tanis seconded the motion.

Motion carried unanimously.

REPORTS:

R-1 Committee Reports

a. Planning Commission

Mr. Henning informed the Board that Planning Commission member Michele Foust had resigned. He also reported that Rhonda Rumbaugh and Valerie King had registered to attend the Penn State planning webinars previously discussed.

Mr. Henning reported that the Planning Commission had received the Cedar Run Subdivision Plan and requested comments from the Board by October 23rd, so that all comments could be forwarded to the County by October 25th. Current concerns include protection of the wellhead protection area, well capacity, and stormwater management.

b. Parks & Recreation Board – No report

c. Penns Valley EMS

Mr. Floray reported leadership changes at Penns Valley EMS, with Mr. Jake Glick named Interim EMS Manager and Mr. Seth Matter named Interim Executive Director. Mr. Floray requested permission to consult with the Township Solicitor regarding Penns Valley EMS bylaw issues and obtain legal guidance.

The Board of Supervisors reached a consensus to authorize Mr. Floray to seek guidance from the Township Solicitor regarding the issues facing Penns Valley EMS.

d. Centre Hall Fire Company

Mr. Floray reported that the Gun Bingo fundraiser is scheduled for October 24, 2026, and that the first monthly bingo event of the season was successful. He also reported that approximately three years remain on the fire company's construction loan before refinancing into a conventional mortgage will be necessary. The Board requested an update on the outstanding loan balance. Mr. Floray will provide the information following the fire company's tax meeting.

e. Penns Valley Regional Planning Commission

Mr. Henning reported that he provided the Regional Planning Commission with updates regarding the Wawa development, Horizon Phase 3 Subdivision, and Mountainview Estates Subdivision. He also noted that the Township is working on adopting a data center ordinance and removing medical clinics as a permitted use in rural residential districts.

Mr. Henning reported that Ms. Anne Messner of the Centre County Metropolitan Planning Organization (CCMPO) attended the meeting and presented information on the "Centred on Safety" Action Plan. The discussion included a countywide sidewalk inventory and the identification of areas where sidewalks may be needed, as well as an analysis of lane departure crashes. Mr. Henning invited Ms. Messner to attend a Board of Supervisors meeting to discuss sidewalk planning and potential funding opportunities.

Ms. Kristina Bassett and Ms. Jenna Wargo were also in attendance. Ms. Bassett provided updates on data centers and various grant workshop opportunities. Ms. Wargo discussed the Centre Region Comprehensive Land Use Plan and explained the concept of shared land uses. Mr. Henning announced that the next Penns Valley Planning Commission meeting is scheduled for November 18, 2026.

f. Penn's Prairie Park Board – No report

g. S&A Homes Project Committee

Chairman Roth reported that the committee, consisting of members of the Township Board of Supervisors, Centre Hall Water, the fire company, and S&A Homes, met to discuss several topics, including ingress and egress, park access, and utilities. During the discussion, a participant suggested establishing a committee to review future large-scale developments. Chairman Roth noted that the date of the next meeting has not yet been determined.

R-2 Solicitor Report

Mr. Bee reported that he prepared a resolution regarding Treaster Kettle Road. He also noted that he had information concerning the legal drafting of Treaster Kettle Road Deed of Dedication and legal issues relating to the Board's request for legal analysis concerning the Centre Hall Water Authority to discuss in Executive Session.

R-3 Staff Reports

Mr. Boliek reported that milling work on Decker Valley Road was expected to take place at the end of the week, with tie-in work anticipated early the following week. Paving was tentatively scheduled to begin on Wednesday, October 14, 2026.

Mr. Boliek requested that Board members who need to sign the Local Share Account (LAS) grant documents do so as soon as possible. He explained that the grant would be used toward the purchase of a 3500-series one-ton truck. Chairman Roth suggested considering an F-600 truck equipped with a service body and plow. Ms. Lake requested that Mr. Boliek obtain quotes for both truck options before the Board makes a final determination.

Mr. Boliek also reported that the trees along Boal Gap Road had been removed, special monitoring of the bloom Road pumps would be conducted soon, and he was preparing the requested equipment report for the upcoming budget work session.

OLD BUSINESS: No *Old Business* was presented.

NEW BUSINESS: No *New Business* was presented.

BOARD/STAFF OTHER MATTERS:

Chairman Roth reported that Egg Hill Church is pursuing grant opportunities that may require Township sponsorship. He requested that the matter be added to the agenda for either the October 19, 2026, meeting or a November meeting. Chairman Roth also suggested reducing the Planning Commission to five members due to limited interest and unsuccessful recruitment efforts.

Chairman Roth recessed the regular meeting at 7:58 p.m. and entered into executive session to discuss matters involving legal guidance and personnel.

Chairman Roth reconvened the regular meeting at 8:56 p.m.

ADJOURNMENT:

Chairman Roth called for a motion to adjourn the meeting.

**Mr. Tanis moved to adjourn the October 5, 2026, Regular Potter Township Board of Supervisors Meeting.
Ms. Lake seconded the motion.**

The October 5, 2026, Regular Potter Township Board of Supervisors Meeting adjourned at 8:58 p.m.

Respectfully Submitted By,

Sharon E. Meyers
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Recording Secretary