

**POTTER TOWNSHIP BOARD OF SUPERVISORS**

Meeting Minutes

Monday, February 18, 2019

**ATTENDED BY:**

**Board:** Dick Decker, Chair  
Jake Tanis, Vice-Chair  
Melvin Dutrow  
Karl Eysenbach  
Dennis Foust

**Staff:** Lisa Kroner, Township Secretary/Treasurer  
Budd Brooks, Road Superintendent  
Robert Rayman, Solicitor

**CALL TO ORDER**

Chairman Decker called the February 18, 2019, regular meeting of the Potter Township Board of Supervisors to order at 7:00 PM, followed by the Pledge of Allegiance.

**PUBLIC COMMENTS**

Harry Hockenberry, Centre Hall Fire Company, expressed gratitude to Budd Brooks for his assistance with safeguarding the snowy and icy roads during the house fire on Decker Road.

**SPECIAL PRESENTATIONS**

A Request for Non-Building Declaration was presented by Madison Russler, Nittany Engineering, on behalf of Christopher and Zoe Meyer. The request is made to add 14.5773 acres from lands of Salvatore Nicosia, Jr. and Pauline Nicosia to Christopher and Zoe Meyer for the express purpose of existing residential use. The Planning Commission and Zoning Officer, Stan Wallace, have reviewed and recommended approval with no additional comments. Mr. Tanis made a motion to approve the request for Non-Building Waiver. Mr. Foust seconded the motion. **Motion carried unanimously.**

**CONSENT AGENDA**

Mr. Foust made a motion to approve the minutes of the February 4, 2019 board meeting as presented. Mr. Eysenbach seconded the motion. **Motion carried unanimously.**

Mr. Foust made a motion to approve the January 2019 Financial Report with payment voucher for February. Mr. Tanis seconded the motion. **Motion carried unanimously.**

**UNFINISHED BUSINESS**

Kerry Tyson, Nittany Engineering, presented Contractor's Application for Payment No. 1 on behalf of Sippel Development Co. Inc. He recommended approval of the payment request to be submitted to Seda-Cog for payment from CDBG competitive funds.

Mr. Foust made a motion to approve Contractor's Application for Payment No. 1 in the amount of \$50,625.00. Mr. Dutrow seconded the motion. **Motion carried unanimously.**

Mr. Foust moved to award the Aggregate Bid to Hanson Aggregates for the total contract amount of \$94,925.00. Mr. Tanis seconded the motion. **Motion carried unanimously**

The most up-to-date revised copy of the Joint Fire Protection Agreement and Fire Tax Agreement was presented by Solicitor Rayman. Mr. Decker pointed out one typographical error in Article III, Section 3.2., in which the sentence states "Minutes of the minutes shall reflect" etc. The Board requested to restate the sentence as "Minutes shall reflect", etc. Mr. Foust moved to approve entering into this agreement with the correction made as noted. Motion seconded by Mr. Tanis. **Motion carried unanimously.**

Mr. Decker announced that Larry Bair has agreed to serve as representative on the Fire Protection Committee's building sub-committee. Mr. Tanis made a motion to appoint Larry Bair to represent Potter Township on the building committee. Mr. Foust seconded the motion. **Motion carried unanimously**

Mr. Davis Araujo informed the Board that the Centre Hall Fire Company will conduct a financial audit for 2018.

Lisa Kroner continues to assemble information on grants and the possibility of the Township being the host municipality for a grant on behalf of Penns Valley Little League.

## **NEW BUSINESS**

The Spring Creek Watershed Commission has prepared a draft of Phase II of the Spring Creek Watershed Management Plan. The Commission has requested that municipalities provide comment on the plan that their respective representatives can bring back to the Commission prior to it being finalized. Phase I of the Management Plan was completed in 2003, and identified environmental challenges facing the watershed and potential solutions. Phase II builds on that report and introduces the "One Water" initiative, an integrated systems approach to managing water resources "for long-term resilience and reliability to meet both community and ecosystem needs." The One Water approach and its guiding principles and goals are outlined in the Phase II document and Executive Summary. If approved, work on Phase III will begin in 2019, and will build on the One Water initiative by identifying key milestones and action steps ranging from short- to long-term horizons. The Board of Supervisors request Mr. Decker forward their comments and continued support in evaluating the watershed even though it affects only a small portion of Potter Township.

NIMS (National Incident Management System) & ICS (Incident Command System) training is being offered through PSATS on March 12, 2019.

Mr. Foust and Mr. Eysenbach will review proposals for General Liability and Worker's Compensation Insurance. The policy renewal date is April 1, 2019.

Gov. Tom Wolf announced that the state Department of Transportation is committing funding toward a \$670 million project intended to improve the connection on U.S. Route 322 between the top of the Seven Mountains and State College.

### **STAFF REPORTS**

*Solicitor* – The Potter Township Board of Supervisors will hold a public hearing at 7:30 p.m. on Monday, March 18, 2019, to receive public comment and consider a zoning map change for property owned by Douglas Wasson, et al., Centre County Property Tax Parcel #20-5-37, located at 2724 Earlystown Road, Centre Hall, Pennsylvania.

*Road Superintendent* – The generators were installed at the office and maintenance building on February 19<sup>th</sup>.

*Township Secretary* – Baker Tilly CPA will begin audit of 2018 financials on February 20<sup>th</sup>. Secretary Kroner asked for teams of 2 supervisors to conduct performance evaluations, review of fee schedule, and assessment of short and long term planning. Mr. Foust and Mr. Dutrow, along with Road Superintendent Budd Brooks, will conduct performance evaluations, Mr. Foust and Mr. Eysenbach will assess short/long term planning and Mr. Decker & Zoning Officer Stan Wallace will review the fee schedule, with pending feedback from Planning Commission.

*Zoning Officer* – Monthly reports for December 2018 and January 2019 were reviewed. No comments or questions were offered.

### **COMMITTEE REPORTS**

- A. *Penns Valley EMS*- A book sale/bake sale fundraiser will be held on March 2<sup>nd</sup> from 8am-3pm. Reminder of hoagie, soup and Mr. Sticky fundraiser on April 6<sup>th</sup>.
- B. *Planning Commission* – Review of request for zoning map change for property owned by Douglas Wasson, et al.,.
- C. *Penns Valley Regional Planning Commission* – No report.
- D. *Tri-Municipal Park, Inc.* – Board will reorganize at the February 19<sup>th</sup> meeting. Anticipation of selection of a fundraising expert at the February 19<sup>th</sup> meeting.
- E. *Parks & Recreation Board* – Monthly meeting postponed until February 26<sup>th</sup> due to weather conditions.

### **COMMUNICATIONS TO THE BOARD**

- Centre Hall-Potter Food Pantry is holding a Mr. Sticky fundraiser on April 27<sup>th</sup>.
- Penns Valley Youth Center – Thank you letter
- PATH training opportunity – Duties of Zoning Officer & Duties of Zoning Hearing Board
- SR 322/Potters Mills Gap Project Update (2/15/19)
- Center County Recycling & Refuse – Recycling Figures for 2018
- PSATS “Op-Ed” by David Sanko
- Centre Hall-Potter Sewer Authority meeting minutes 12/12/18

**ADJOURNMENT**

Mr. Decker called for adjournment. With no further business to come before the Board of Supervisors, Mr. Tanis made a motion to adjourn the meeting. Mr. Foust seconded the motion. The meeting adjourned at 8:30 p.m.

Respectfully submitted,

*Lisa A. Kroner*

Lisa Kroner, Township Secretary  
For the Board of Supervisors