

POTTER TOWNSHIP BOARD OF SUPERVISORS

Meeting Minutes

Monday, March 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 March 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

There were no citizens present to discuss items not on the agenda.

CONSENT AGENDA

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

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

UNFINISHED BUSINESS

DCNR is accepting applications thru May 31st for grants through the Greenways, Trails and Recreation Program. Eligible applicants include organizations with a 501(c)3 tax-exemption status. Eligible projects include public parks and recreation areas. This grant information was provided to Penns Valley Little League for their consideration of submitting an application.

NEW BUSINESS

2018 Chapter 94 Wasteload Management Report for Country Club Estates Sewage Treatment Facilities, pursuant to State Regulations, submitted for approval by Board and signature.

Mr. Foust made a motion to approve the annual report as completed and authorize Mr. Decker to sign on the townships' behalf. Mr. Tanis seconded the motion. **Motion carried unanimously.**

Todd Bowersox, representing Tri-Municipal Park Board of Directors, informed the Supervisors that of the nineteen trees planted by Verizon at the cell tower, eleven are leaning at least 5 degrees out of vertical. Verizon will be contacted regarding the trees' need for mending.

General Liability and Workers Compensation policy renewal is April 1, 2019. Mr. Foust offered a motion to renew the General Liability and Workers Compensation policies with EMC Insurance. Mr. Tanis seconded the motion. **Motion carried unanimously.**

Discussion on printing and production of a custom designed Municipal Newsletter. The Board desires to provide information to our citizens about what is going on in our municipality and communicate vital and timely information from all departments and boards. The publications would be funded through community advertising. Mr. Dutrow presented a motion to partner with Hometown Press to publish the newsletter, with a Spring/Summer edition and Fall/Winter edition. Mr. Tanis seconded the motion. **Motion carried unanimously.**

PUBLIC HEARING

Chairman Decker recessed the regular meeting and opened the Public Hearing for Douglas Wasson, Daniel Wasson and David Wasson - Amendment of Zoning Map of the Potter Township Zoning Ordinance to expand the PCI District.

Solicitor Raymond conducted a *Findings of Fact*:

1. The applicants are Douglas Wasson, Daniel Wasson, and David Wasson, who are also the owners of the property.
2. The property in question is a portion of Parcel No. 20-005-037, and is located in the agricultural district.
3. Applicant requests that the area identified on Exhibit "A" attached hereto be rezoned Commercial.
4. Applicant requests that approximately fifty-four (54) acres of Parcel No. 20-005-037 be changed to Commercial.
5. Adjoining property uses are: On the East, Commercial; on the West, Agricultural preservation; on the North, Agricultural; and on the South, Agriculture.
6. Access to the property currently exists along SR45 Earlostown Road.
7. The property in question currently adjoins a Commercial District.
8. Current use is Agricultural.

Hearing no public comment, Chair Decker took action to close the Public Hearing.

Solicitor Raymond's Conclusions:

1. The parcel in question currently adjoins a Commercial District.
2. The best use of the property is a use or uses permitted in the Commercial District.
3. Contiguous properties currently include commercial uses/districts.

A roll call vote was taken:

Chairman Dick Decker	- Yes
Vice-Chair Jake Tanis	- Yes
Melvin Dutrow	- Yes
Karl Eysenbach	- Yes
Denny Foust	- Yes

Mr. Tanis moved to approve the Amendment of Zoning Map of the Potter Township Zoning Ordinance to expand the PCI District. Mr. Dutrow seconded the motion. **Motion carried unanimously.** The zoning map application is approved.

STAFF REPORTS

Solicitor – Discussion on Real Estate and Per Capita tax collection at the end of the year, and prohibiting acceptance of payments via a personal check after December 15th. A proposed amendment to the Real Estate Tax Ordinance would require payment to be made by certified/cashiers check, money order, or cash (exact amount only) from December 15th to 31st. This would allow all payments made with personal checks to clear the banking institution before the tax books are closed on December 31st. Solicitor Rayman will draft a proposed amendment to the Real Estate Tax Ordinance for review at the April 8th meeting.

Road Superintendent – Road crew is removing snow fence. Presentation of grant request for continuation of the Dirt and Gravel project on Decker Valley Road. Mr. Tanis made a motion to proceed with the Dirt and Gravel project grant request through Centre County Conservation District. Mr. Foust seconded the motion. **Motion carried unanimously.**

The Supervisors will individually offer comments/concerns/suggestions regarding road conditions, road projects, and general maintenance to Budd Brooks before April 1st.

Country Club Park Flow report was distributed. No concerns at this time.

An estimate has been received from Robert Horner' Lawn Care Service for mowing at Country Club Park facility in the amount of \$90 per service. Mr. Foust made a motion to approve the estimate. Second by Mr. Tanis. **Motion carried unanimously.**

Township Secretary – Presented the Centre Hall-Potter Sewer Authority Financial Statements for 2017 and 2018.

Certificates of Completion for NIMS/ICS exam are due by March 31st.

Zoning Officer – Monthly reports for February 2019 were reviewed. No comments or questions were offered.

COMMITTEE REPORTS

A. *Penns Valley EMS*- No report.

B. *Planning Commission* – Meeting minutes were distributed. Review of sign ordinance continues.

C. *Parks & Recreation Board* – Meeting minutes from February 26th were reviewed. No comments or questions were offered. A Letter of Interest to participate on the Parks and Rec Board was submitted by Tina Gearhart. Mr. Dutrow offered a motion to appoint Tina Gearhart to the Parks and Recreation Board for a term of five (5) years, beginning on April 1, 2019, and ending on March 31, 2024. Mr. Tanis seconded the motion. **Motion carried unanimously.**

COMMUNICATIONS TO THE BOARD

- PennDOT Connects Newsletter
- Town Hall Meeting – The Opioid Epidemic

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