

POTTER TOWNSHIP BOARD OF SUPERVISORS

Meeting Minutes

Monday, October 14, 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 October 14, 2019, regular meeting of the Potter Township Board of Supervisors to order at 7:00 PM, followed by the Pledge of Allegiance.

PUBLIC COMMENTS

No public comments

CONSENT AGENDA

Mr. Dutrow made a motion to approve the minutes of the October 7, 2019 board meeting as presented. Mr. Foust seconded the motion. **Motion carried unanimously.**

Mr. Tanis made a motion to approve the September 2019 Financial Report. Mr. Foust seconded the motion. **Motion carried unanimously.** Mr. Decker made a motion to approve the payment vouchers. Seconded by Mr. Tanis. **Motion carried unanimously.**

OLD BUSINESS

Mr. Decker announced an Executive Session to be held at the conclusion of this meeting to discuss personnel matters.

Mary Carol Frier presented the up-to-date proposed changes to Sign Ordinance followed by discussion. Solicitor Rayman asked to review and provide comments for November 4th meeting.

Mr. Decker announced the low bidder for Contract #19-WW1 (General Mechanical) in the amount of \$374,960.00 was Sippel Development, Inc. Dave Kronenwetter was low bidder for Contract #19-WW2 (Electrical) in the amount of \$83,465.00. Both bids for the Bloom Road Sewage Treatment and Collection System project are complete and meet all the required criteria. Mr. Tanis made a motion to accept and award the bids to Sippel Development, Inc. for General/Mechanical, and Dave Kronenwetter for Electrical. Second by Mr. Foust. **Vote in favor was unanimous. 5-0.**

NEW BUSINESS

The escrow for the Small Flow Treatment Facility held on behalf of Thomas and Jean Gilmore was discussed. The Gilmore's escrow will be released at the time of closing on sale of property.

The third quarter Right-to-Know Request report was distributed. No requests were received.

Opportunity to become a Community Member of the Penns Valley Area Historical Museum Association was acknowledged. Discussion will continue during budget workshop.

Road Superintendent –

- Cleanup efforts from Riff Raff collection
- Country Club Park sewer and water plants operating satisfactorily
- Dirt and gravel project continues

Township Secretary –

- Request for 2020 meeting dates from Planning Commission.
- Office hours announced for Potters Mills Central Sewer System residents to discuss Sewage Lateral Assistance Grant – Tuesday, October 15, 2019 from 2:00pm – 7:00 pm.

COMMITTEE REPORTS

No committee reports offered.

ADJOURNMENT

With no further business to come before the Board of Supervisors, Mr. Decker recessed the regular meeting to move into Executive Session.

At conclusion of Executive Session, Mr. Tanis made a motion to adjourn the regular meeting. Mr. Foust seconded the motion. No decisions were made during Executive Session.

Respectfully submitted,

Lisa A. Kroner

Lisa Kroner, Township Secretary
For the Board of Supervisors