

**POTTER TOWNSHIP BOARD OF SUPERVISORS**  
**MEETING MINUTES**  
**January 20, 2020**  
**124 Short Road, Spring Mills, Pennsylvania**

**ATTENDED BY:**

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

**STAFF:** Lisa Kroner, Township Secretary/Treasurer  
David Boliek, Road Superintendent  
Robert Rayman, Solicitor

**CALL TO ORDER:**

Chairman Decker called to order the January 20, 2020, Regular Meeting of the Potter Township Board of Supervisors at 7:00 PM, followed by the Pledge of Allegiance.

**PUBLIC COMMENTS:**

Ann Glaser asked if there was an update on the 322 Potters Mills Gap studies. No updates from PennDOT are available at this time.

Christine Weikert voiced concerns regarding maintenance of Treaster Kettle Road. The section of Treaster Kettle Road in question is not a Township Road. Therefore, Potter Township cannot maintain this section of road as it is not part of the Township's road system. In order for the Township to assume maintenance of this portion of road, the road would need to be brought up to Township road standards and offered to the Township for dedication. If this was accepted by the Township, the Township would then maintain the road.

**PUBLIC HEARING:**

At 7:20 pm, Chairman Decker recessed the regular meeting to begin the public hearing for Conditional Use Application filed by Madeline & Adam Houseman. The application requests to allow for the installation of a dog boarding kennel on Tax Parcel 20-003-033A, located at 2245 Upper Brush Valley Road, Centre Hall. Solicitor Rayman offered a time for public comment. No public comments were offered.

**I. Findings of Fact**

1. The applicant is Madeline Houseman and Adam Houseman.
2. The property in question is Parcel No. 20-003-033A, is located in the Open Space/Forest District.
3. Applicant seeks a conditional use for a boarding kennel.
4. Minimal parking will be added.

5. Current use of the property, and neighboring properties, is residential and camps.
6. Applicant intends to construct a pole barn and septic system.
7. Minimal outdoor lighting is currently proposed.
8. Traffic to site is estimated to be up to ten (10) cars per day.
9. Hours of operation for the public will be 7:00 a.m. until approximately 6:00 p.m.
10. Animal waste will be per DEP standards.
11. Some identifying signage will be placed by the road.

## II. Conclusions:

The application for a boarding kennel is approved. The use is subject to the following conditions:

1. Any outdoor lighting must be shielded to prevent spillage.
2. Applicant will comply with all sewage regulations and have any system approved by the Sewage Enforcement Officer.
3. Applicant will submit a land development and have the same approved.
4. Hours of operation for the public shall be from 7:00 a.m. until 7:00 p.m.
5. All dog waste shall be properly disposed of according to Pennsylvania regulations.

Chairman Decker closed the public hearing at 7:35 pm and re-opened the regular meeting. No questions or discussion were offered by the Board. Mr. Tanis made a motion to approve the Conditional Use Application with the listed conditions. Second by Mr. Foust. **Vote in favor was unanimous. 5-0**

## CONSENT AGENDA

Mr. Foust made a motion to approve the minutes of the January 6, 2020 regular meeting. Mr. Dutrow seconded the motion. Mr. Dutrow made a motion to approve the January 6, 2020 Reorganization Meeting minutes. Second by Mr. Foust. Mr. Foust made a motion to approve the Payment Vouchers & Check Detail. Mr. Tanis seconded the motion. **All motions for Consent Agenda items were carried unanimously.**

## COMMITTEE REPORTS

- A. Planning Commission – Scott Floray has been elected as Chair and Mike Troyan as Vice-Chair of the Planning Commission.
- B. Parks & Recreation Board – Request to purchase seedlings through PA Game Commission Tree & Shrub Sale. Supervisors recommended purchase of a small quantity for initial planting.
- C. Penns Valley Regional Planning Commission – No report
- D. Tri-Municipal Park – No report
- E. Penns Valley EMS – Reorganization election of officers: President – Cindy Foust, Vice –President Henry Beiler, Secretary - Bari Deaven, Treasurer – Cindy Ross  
An Executive Committee was formed. Audit Committee is being established.  
Church of Christ has supplied a grant for the purchase of two CPAP machines for use in the ambulances. April 4<sup>th</sup> has been set as Mr. Sticky & hoagie sale fundraiser.

### **SOLICITOR REPORT:**

Mr. Rayman inquired about the status of the farming lease at Tri-Municipal Park. The farming lease has been approved by all three municipalities. Mr. Tanis made a motion to authorize signing of the lease out of meeting after signing by farmer. Mr. Eysenbach seconded the motion. **Vote in favor was unanimous. 5-0.**

Status of proposed changes to Sign Ordinance discussed. Mr. Tanis & Mr. Dutrow requested to submit their comments to Solicitor Rayman by the end of February.

### **STAFF REPORTS:**

#### *Public Works Superintendent –*

- Improvements are continuing to be made at the water plant at Country Club Park
- Mr. Decker is researching possible engineering grant for public water facility at Country Club Park
- Confined space safety equipment has been purchased
- Road crew continues to maintain roads during several snow events

#### *Township Secretary -*

- 2018 State Liquid Fuels Fund Audit completed by Department of Auditor General
- 2019 Annual Audit by Baker Tilly to begin February 10, 2020

### **UNFINISHED BUSINESS:**

There have been 29 connections to the Potters Mills Sewer System. Deadline for connection is January 31, 2020.

### **NEW BUSINESS:**

Preliminary plans for a 3-Lot Minor Subdivision & Replot of Lot 1 by Neil Korostoff & Stacy Levy have been submitted. Planning Commission to review and provide comments for Municipal Response Request by February 3<sup>rd</sup> Board of Supervisors meeting.

A written request has been received from Swan Lane Homeowners Association seeking assistance from Potter Township to obtain internet service from Comcast Cable Co. Residents on Swan Lane have provided a petition to be sent to the company's legal services unit requesting services be provided to township residents on Swan Lane adjoining neighbors. Mr. Foust made a motion to provide a letter of support to Comcast Cable for this request of services. Second by Mr. Tanis. **Motion carried unanimously.**

The 2019 Fourth Quarter Right-to-Know Request Report was offered. One request was received during the quarter.

Mr. Decker requested approval for David Boliek and himself to attend the PA Rural Water Association Conference in March. Mr. Foust made a motion to approve attendance for both. Second by Mr. Tanis.

Centre Hall Fire Department continues to move towards request for new construction bid proposals.

A request was received from Pennsylvania One Call System, Inc. to assist in designating April as "Pennsylvania 811 Safe Digging Month". Mr. Tanis offered a motion to join in promoting by proclaiming April as "Pennsylvania 811 Safe Digging Month". Motion seconded by Mr. Foust. **Motion carried unanimously.**

## *Proclamation*

### **POTTER TOWNSHIP CENTRE COUNTY**

WHEREAS, engineers, designers, excavators and homeowners work to keep pace with the Commonwealth's unprecedented economic development, by dialing 8-1-1 in advance of excavation to minimize damage to underground utility lines, danger to workers, environmental pollution and loss of utility service to Pennsylvania citizens; and

WHEREAS, this unique service provides easy, one-call notification about excavation projects which may endanger workers and jeopardize utility lines while promoting workplace and public safety, reducing underground utility damage, minimizing utility service interruptions and protecting the environment; and

WHEREAS, this vital service, which began with only six utility companies; now serves more than 100,000 excavators and 3,600 critical infrastructure owners throughout the Commonwealth of Pennsylvania; and

WHEREAS, each year Pennsylvania 811 receives more than 800,000 notification requests and transmits more than six million notifications, providing protection to utility companies, their employees, customers and citizens of POTTER TOWNSHIP, CENTRE COUNTY;

NOW, THEREFORE, BE IT RESOLVED, that the POTTER TOWNSHIP CENTRE COUNTY recognize the month of April, 2020 as "Pennsylvania 811 Safe Digging Month" and encourage all excavators and homeowners to dial 8-1-1 at least three business days in advance of an excavation project, including even small projects such as planting a tree, installing a mailbox post, building a deck or swimming pool or replacing a driveway, in order to avoid injury, protect the environment, prevent millions of dollars in damages and to remind excavators that three business days' notice is the law for safe digging.

### **COMMUNICATIONS TO THE BOARD**

None

### **ADJOURNMENT:**

There being no further business to discuss, Mr. Tanis made a motion to adjourn at 8:30 PM. Second by Mr. Foust. **Vote in favor was unanimous. 5-0.**

Respectfully submitted,  
Lisa A. Kroner  
Township Secretary/Treasurer